



## THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN COUNCIL AGENDA

### MEETING NO. THREE

Monday, January 30, 2023, 5:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

**NOTE TO MEMBERS OF THE PUBLIC:** All cell phones, pagers and/or PDAs are to be turned off or put on silent. Additionally, for your information, please be advised that this meeting will be livestreamed as well as recorded and will be available on the Township's website.

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### Pages

#### 1. CONFIDENTIAL MATTERS

Moved By Councillor Terry Bell

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:

1.1 Linda Papadopoulos, Senior Vice President, A.J. Gallagher (formerly Pearson Dunn) & Colin Smith, Regional Manager, Intact Public Entities (formerly Frank Cowan Co.)

Re: Insurance & Risk Management Training

#### POWERPOINT PRESENTATION

#### Applicable closed session exemption(s):

- The meeting is held for the purpose of educating or training the members;
- At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

Moved By Councillor Shelley Bradaric

That, this Council meeting does now resume in open session at the hour of \_\_\_\_\_ p.m.

1.1 Linda Papadopoulos, Senior Vice President, A.J. Gallagher (formerly Pearson Dunn) & Colin Smith, Regional Manager, Intact Public Entities (formerly Frank Cowan Co.)

Re: Insurance & Risk Management Training

#### POWERPOINT PRESENTATION

**2. SINGING OF "O CANADA" - Cairn Christian School**

Prior to commencing with the Council meeting, Mayor Ganann will provide the following announcements:

1. The public may submit comments for matters that are on the agenda to [jscime@westlincoln.ca](mailto: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.
2. The meeting will be livestreamed as well as recorded and available on the Township's website.

**3. 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-nee), 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.

**4. OPENING PETITION - Councillor Terry Bell**

**5. CHANGE IN ORDER OF ITEMS ON AGENDA**

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

- 6.1 January 9, 2023 - Special Council (Citizen and Council Appointments to Boards and Committees) - Item 3.1(7) Age Friendly Advisory Committee Appointments  
Mayor Ganann declared a conflict of interest/pecuniary interest with respect to Item 3.1(7) - Age Friendly Advisory Committee Appointments as her husband had applied to sit as a member on the Age Friendly Advisory Committee.
- 6.2 January 9, 2023 - Special Council (Citizen and Council Appointments to Boards and Committees) - Item 3.1(2) West Lincoln Public Library Board  
Councillor Reilly declared a conflict of interest/pecuniary interest with respect to Item 3.1(2) - West Lincoln Public Library Board Appointments as his wife had applied to sit as a member on the West Lincoln Public Library Board.
- 6.3 January 9, 2023 - Special Council (Citizen and Council Appointments to Boards and Committees) - Item 3.1(9) Mayor's Youth Advisory Committee  
Councillor Chechalk declared a conflict of interest/pecuniary interest with

respect to Item 3.1(9) - Mayor's Youth Advisory Committee Appointments as her grandnephew had applied to sit as a member on the Mayor's Youth Advisory Committee.

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

**NOTE:** Requests to address items on the agenda are restricted to specific items as follows per Section 6.7 of the Procedural By-law:

**6.7 Public Comment at Council**

There shall be no comments from the public permitted at Council unless:

- (a) a specific appointment has been scheduled; or,
- (b) an item is included under the "Other Business" or "Communications" or "Appointments" section of the agenda and relates to a matter which would normally be dealt with at Committee.

- 1. Chair to inquire if the IT Manager was aware if there was anyone on the ZOOM meeting that was indicating they wished to provide comments permitted under Section 6.7 of the Procedural By-law.
- 2. Chair to inquire there any members of the public in attendance in the gallery that wish to provide comments permitted under Section 6.7 of the Procedural By-law and if the Director of Legislative Services/Clerk had received any comments by email from any members of the public.

**8. APPOINTMENTS/PRESENTATIONS**

- 8.1 McNally House Hospice - Pamela Blackwood (Executive Director),  
Murray Bain (Campaign Co-Chair), & Debbie Zimmerman (Campaign  
Co-Chair)  
Re: McNally House Hospice Expansion Update & Funding Request

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Moved By Councillor Joann Chechalk

- 1. That, the McNally House Hospice Presentation which provided an update on the expansion of their facility and financial needs be received; and
- 2. That, McNally House Hospice request for financial assistance from the Township of West Lincoln in the amount of \$70,000, which can be allocated in four (4) annual installments of \$17.5K, in order to facilitate expansion of their facility, be referred for consideration as part of the Township's 2023 Budget.

**9. REGIONAL COUNCILLOR'S REMARKS**

**10. CONFIRMATION OF MINUTES**

- 10.1 Council Minutes - Regular (All Committee)  
Re: December 12, 2022  
**Confidential Minutes Under Separate Cover**

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Moved By Councillor Mike Rehner

1. That, the minutes of the open session portion of the December 12, 2022 regular Council meeting be accepted; and,
2. That, the confidential minutes relating to the closed session portion of the December 12, 2022 regular Council meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided Section 239 of the Municipal Act.

- 10.2 Public Meeting - Site Alteration By-law - Marz Homes (Smithville West) Inc. 68  
Re: Minutes - December 12, 2022

Moved By Councillor William Reilly

That, the minutes of the public meeting held on December 12, 2022 with respect to an application for site alteration made by A.J. Clarke and Associates Ltd. on behalf of Marz Homes (Smithville West) Inc.; be accepted.

- 10.3 Special Council - Citizen and Council Appointments to Boards and Committees 73  
Re: Minutes - January 9, 2023  
**Confidential Minutes Under Separate Cover**

Mayor Cheryl Ganann declared a conflict on this item. (Mayor Ganann declared a conflict of interest/pecuniary interest with respect to Item 3.1(7) - Age Friendly Advisory Committee Appointments as her husband had applied to sit as a member on the Age Friendly Advisory Committee.)

Councillor William Reilly declared a conflict on this item. (Councillor Reilly declared a conflict of interest/pecuniary interest with respect to Item 3.1(2) - West Lincoln Public Library Board Appointments as his wife had applied to sit as a member on the West Lincoln Public Library Board.)

Councillor Joann Chechalk declared a conflict on this item. (Councillor Chechalk declared a conflict of interest/pecuniary interest with respect to Item 3.1(9) - Mayor's Youth Advisory Committee Appointments as her grandnephew had applied to sit as a member on the Mayor's Youth Advisory Committee.)

Moved By Councillor Jason Trombetta

1. That, the minutes of the January 9, 2023 Special Council Meeting (Citizen and Council Appointments to Boards and Committees), be accepted; and,
2. That, the confidential minutes relating to the closed session portion of the January 9, 2023 Special Council meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions

provided Section 239 of the Municipal Act.

- 10.4 Special Council - Budget Training (Reserves, Financial Reporting, Revenue and Debentures) 80  
Re: Minutes - January 18, 2023  
**Confidential Minutes Under Separate Cover**

Moved By Councillor Joann Chechalk

1. That, the minutes of the January 18, 2023 Special Council Meeting (Budget Training - Reserves, Financial Reporting, Revenue, and Debentures), be accepted; and,
2. That, the confidential minutes relating to the closed session portion of the January 18, 2023 Special Council meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided Section 239 of the Municipal Act.

## 11. COMMUNICATIONS

- 11.1 Niagara 4-H Association - Jonathan Dugdale (Niagara 4-H Leader) and Deanna Bartells (Niagara 4-H Leader) 82  
Re: Request for West Lincoln Community Centre room rental refund

Moved By Councillor Shelley Bradaric

That, the correspondence received from Jonathan Dugdale & Deanna Bartells from the Niagara 4-H Association regarding a request for a West Lincoln Community Centre room rental refund, dated December 7, 2022, be received and...

- 11.2 Senior Planner (Gerrit Boerema) and Director of Planning & Building (Brian Treble)  
Re: Memorandum - Station Meadows West - P Budd Developments Inc. Changes to Conditions from Recommendation Report No. PD-04-2023

## 12. MAYOR'S REMARKS

## 13. REPORT OF COMMITTEE

- 13.1 Planning/Building/Environmental Committee 83  
Re: Minutes - January 16, 2023

Moved By Councillor William Reilly

1. That, the minutes of the open session portion of the January 16, 2023

Planning/Building/Environmental Committee meeting, be

accepted, and the recommendations contained therein, be approved with the exception of Item #(s) \_\_\_\_\_; and,

2. That, the confidential minutes relating to the closed session portion of the January 16, 2023 Planning/Building/Environmental Committee meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with Section 239 of the Municipal Act.

**14. RECONSIDERATION**

**(“Definition”)** This section is for a Member of Council to introduce a motion to reconsider action taken at this Council Meeting or the previous regular Council meeting. A motion to reconsider must be made by a Council Member who voted in the majority on the matter to be reconsidered. The Chair may rule that a motion to reconsider will be dealt with at the next following Council Meeting if for some reason it cannot be dealt with at this meeting.

**15. NOTICE OF MOTION TO RESCIND**

**(“Definition”)** This section is for Council Members to serve notice of intent to introduce a motion to rescind action taken previously by Council. Notice served at this meeting will be for a motion to rescind at the next regular meeting.

**16. OTHER BUSINESS**

- 16.1 TABLED ITEM (March 28, 2022 Council Meeting)  
Director of Planning & Building (Brian Treble)  
Re: Recommendation Report No. PD-36-2022 - Smithville Landowners Group request for support of Minister’s Zoning Order (MZO)

- 16.2 Acting Fire Chief (Tim Hofsink) 93  
Re: Information Report No. WLFD-01-2023 - Monthly Update  
December 2022

Moved By Councillor Terry Bell

1. That, Information Report WLFD-01-2023 regarding “Monthly Update – December 2022”, dated January 30, 2023, be received for information purposes.

- 16.3 Acting Fire Chief (Tim Hofsink) 97  
Re: Recommendation Report WLFD-02-2023 - Annual Review of the Township’s Health & Safety Policy Statement

Moved By Councillor Joann Chechalk

1. That, report WLFD-02-2023 regarding “Annual Review of the Township’s Health & Safety Policy Statement”, dated January 30, 2023 be accepted, and,
2. That Council adopt a bylaw to establish a Municipal Health and

Safety Statement for the Corporation of the Township of West Lincoln and that By-Law 2022-03 be repealed.

- 16.4 Deputy Treasurer/Manager of Finance (Katelyn Hall) and Treasurer/Director of Finance (Donna DeFilippis) 100  
Re: Recommendation Report T-01-2023 - Appointment of Township Auditors

Moved By Councillor Mike Rehner

1. That, Recommendation Report T-01-2023, dated January 30, 2023, regarding "Appointment of Township Auditors", be received; and,
2. That, KPMG LLP be appointed as the municipal auditor for a five-year term, commencing with the audit of the year ending December 31, 2022; and,
3. That, a by-law be presented to Council to appoint KPMG LLP as municipal auditor for a five-year term, commencing with the audit of the year ending December 31, 2022.

- 16.5 Treasurer/Director of Finance (Donna DeFilippis) 103  
Re: Information Report T-02-2023 - 2023 Interim Tax Bylaw

Moved By Councillor William Reilly

That, Information Report T-02-2023 regarding the "2023 Interim Tax Bylaw", dated January 30, 2023, be received for information.

- 16.6 Elections Assistant (Justin Paylove) & Director of Legislative Services/Clerk (Joanne Scime) 105  
Re: Recommendation Report C-01-2023 - Update to Report No. C-07-2022 Regarding Non-Resident Hunting Licences

Moved By Councillor Jason Trombetta

1. That, Recommendation Report C-01-2023 regarding "Regulation of Small Game Hunting By-law (Pheasant and Rabbit Hunting) in the Township of West Lincoln" dated January 30, 2023, be received; and,
2. That, the Ministry of Natural Resources and Forestry be advised of the Township of West Lincoln request to repeal By-law 2010-37; and,
3. Upon written confirmation from the Ministry of Natural Resources and Forestry, that By-law 2010-37 be repealed.

- 16.7 CAO (Bev Hendry)  
Re: Employment Recognition

1. Jessica Dyson:
  - i. Completion of Employment Law & Human Resources for

Municipalities (AMCTO)

- ii. Completion of Municipal Accounting and Finance Program Unit 1 (AMCTO)

- 2. Bev Hendry:
  - i. Completion of Primer on Planning (POP) (AMCTO)

16.8 Councillor Terry Bell  
Re: Elected Officials Remuneration and Expense Allowance By-law  
**FOR DISCUSSION**

16.9 Councillor Mike Rehner  
Re: Illumination at Regional Road 20 & Caistor Centre Road  
**FOR DISCUSSION**

16.10 Members of Council  
Re: Council Remarks

**17. NEW ITEMS OF BUSINESS**

**NOTE:** Only for items that require immediate attention/direction from Council and must first approve a motion to introduce a new item of business.

**18. BY-LAWS**

Moved By Councillor Terry Bell

- 1. That, leave be granted to introduce By-law #s 2023-01, 2023-02, 2023-03, 2023-04, 2023-05, 2023-06, 2023-07, 2023-08 and 2023-09 and that the same shall be considered to have been read a first, second, and third time with one reading, and are hereby adopted; and,
- 2. That, the Mayor and Clerk be and are hereby authorized to sign and affix the Corporate Seal thereto, any rule of this Council to the contrary notwithstanding.

18.1	BY-LAW 2023-01 A By-law to confirm the proceedings of the Council of the Corporation of the Township of West Lincoln at its regular meeting held on the 12th day of December, 2022 and its special meetings held on the 9th and 18th day of January, 2023	109
18.2	BY-LAW 2023-02 A By-law to establish a Municipal Health and Safety Policy statement for the Corporation of the Township of West Lincoln	110
18.3	BY-LAW 2023-03 Being a By-law to confirm various Appointments and/or Recommendations for Appointments to Boards, Committees & Municipal Positions	111



18.4	BY-LAW 2023-04 By-law to delegate powers and duties to the Director of Planning and Building as authorized under Section 23.1 of the Municipal Act in order to execute agreements made under various sections of the planning act.	116
18.5	BY-LAW 2023-05 Being a By-law to amend Schedule A of By-law 2008-79 which provided for appointments to the Township of West Lincoln Public Library Board	118
18.6	BY-LAW 2023-06 A By-law to establish a Court of Revision under the provisions of the Drainage Act, R.S.O. 1990, Chapter D.17.	120
18.7	BY-LAW 2023-07 A By-law to appoint Stock Valuers in the Township of West Lincoln for the term of 2022-2026 or until their successors are appointed.	121
18.8	BY-LAW 2023-08 Being a By-law to provide for an Interim Tax Levy and to provide for the payment of taxes and to provide for penalty and interest of fifteen percent.	122
18.9	BY-LAW 2023-09 Being a By-law to amend By-law 2018-108, as amended, which appoints a Committee of Adjustment, delegates the authority for considering applications for minor variances and consents, provides for compensation for the members of the Committee of Adjustment, adopts policies, procedures and conditions for the operation of the Committee of Adjustment, and establishes a tariff of fees under the Planning Act.	124
19.	<b>ADJOURNMENT</b> The Mayor to declare this meeting adjourned at the hour of _____.	

January 27, 2023

Her Worship Cheryl Ganann & Members of West Lincoln Township Council:

Since 2017, McNally House Hospice has been engaged in a capital campaign which will see an expansion to our existing operation, improving end-of-life care access for West Niagara residents. The project contemplates our existing six-bed hospice being reimagined into an all-new Day Hospice, providing a transformative approach to how hospice care is delivered, and a new 10-bed Residential Hospice, which will increase our residential care capacity by almost 70% with four new beds.

We have previously been before West Lincoln Council making a formal funding request for our *Life In Every Moment* campaign. During your previous budget deliberations, Council questioned the timing of the request based on financial constraints and the continued impact of the pandemic.

In addition, Council indicated that it would be more appropriate for the 2022-2026 Council to make the decision because most of the financial impact would be during the next term. We have heeded your message and have revised our ask for \$70K, which can be allocated in four (4) annual installments of \$17.5K.

The following is some background, which is being shared for the benefit of the new Council members. Also, attached are two documents, one that highlights McNally House Hospice's connection to West Lincoln and another that is a Day Hospice fact sheet, a service that many may be unfamiliar with.

### **Background - The Need**

McNally House Hospice provides 24-hour specialized palliative care, free of charge, to people with a life-limiting illness as well as related support for their families. Since opening in Grimsby in 2008, we have provided end-of-life care for approximately 1160 individuals. For each of those individuals in hospice care, support was also provided to, on average, five (5) additional family members. Therefore, more than 5000 people have used McNally House's services, with most of them coming from West Niagara.

McNally House Hospice is at 90% capacity for most of the year. In 2022, 63 people received hospice care, but 32 individuals were not able to access services because a bed was not available. We were unable to meet the needs of nearly 20% of those community members who wished to die with dignity at McNally House Hospice. Sadly, last year four (4) West Lincoln residents, who wanted to die with dignity in our facility, were unable to access a bed.

The Niagara Region is underserved when it comes to hospice beds. The Provincial Auditor General's guidance is ten (10) hospice beds per 100,000 population. Currently, in addition to McNally House Hospice's six (6) beds, which was the Provincial standard at the time of opening in 2008, Hospice Niagara's Stabler Centre has ten (10) beds to serve Niagara's 484,840 residents.

Although there have been up to seventeen (17) hospice beds at hospitals in the Region, these will either be eliminated or not added to in the coming years. In addition, hospice care is delivered at a fraction of the cost of hospital care and diverts end-of-life care away from the already over-strained resources of our hospitals.

As West Niagara continues to grow, outpacing the rest of Niagara, the need for palliative care increases as well. This makes clear that the additional four (4) beds for McNally House Hospice, along with the twenty (20) additional Hospice Niagara beds located in Fort Erie and Welland, are essential in meeting end-of-life needs for Niagara's population.

## **Our Vision - Our Plan**

Dying is more than just a medical event. It has an existential impact on the lives not only of the patient, but of their family, friends, and community. Nothing confronts us more than when we must confront dying.

There can be up to a two-year journey from the time a person receives a diagnosis to when their life ends. It is a very difficult period, both for the person living with the diagnosis and for their family and friends. There are few supports to help those affected to get through this challenging time.

Over the last five years, McNally House has been developing a plan to expand our services and widen our care model to better serve West Niagara. Working together with our partners in end-of-life care, this plan will go a long way towards easing the strain on Niagara's hospice care system.

When it was determined by our architect that the current hospice could not be structurally expanded to add an additional floor on top of the bungalow-styled building, we saw an opportunity to reimagine our existing building as a Day Hospice, providing unique services and programs for patients and families.

Hospices across Ontario have added, or are adding, Day Hospices, and McNally's new program follows these best practices, expanding our services beyond what we can currently provide. The new program will feature counseling and deep conversations, pain management, bereavement support and activities that make life worth living like art, creative expression and craft, meditation, exercise, cooking and group talks: all in a compassionate and understanding environment.

The new McNally House Day Hospice will facilitate these needs with rooms for one-on-one counseling, a group area for people to share stories, spaces for caregivers to recharge, a space for people to learn to cope, and beautiful gardens to bring calm. This new space will provide relief and support for exhausted families, friends, and caregivers at a time when they need it most and it will help those facing life-ending illness re-engage in many of the activities of life that give living its true meaning and value.

This is the future of palliative care. With Day Hospice services, we can support hundreds more people and their caregivers, compared to the 450 per year we can currently serve.

As part of this expansion, McNally House will also construct an all-new ten-bed hospice, increasing our residential care capacity by almost 70 per cent. Although some hospices may have a dozen beds, care must be given to prevent creating an institutional setting, contrary to the residential-styled setting that is a best practice in palliative care.

This new facility will incorporate an overnight suite for families and loved ones, a family recreation room, new outdoor spaces, and a new memorial garden. New family spaces will provide dignity and comfort for those staying by the side of their loved ones.

The expanded McNally House Hospice will come together with the rebuilt West Lincoln Memorial Hospital (WLMH) as part of a unified Campus of Care. This campus, which also includes Niagara Region's Deer Park Villa, will create a healthcare centre of excellence within West Niagara – a hub of care that can cover many of the healthcare needs in the community, from the beginning of life through to the end of life.

The residents in the West Niagara catchment area are given first priority for accessing our services. It is not a first come, first serve system but based on greatest need. The Council can be assured that the expansion will meet the hospice needs of West Lincoln residents.

## **Capital Campaign**

Planning for our expansion began in 2017 with the generous commitment of \$1 million by philanthropist Blair McKeil. Our *Life in Every Moment* Fundraising Cabinet began in earnest in March 2021 with a \$9.5 million dollar goal. We are ecstatic to share that we are currently at 78% of our fundraising target. We have received gifts from more than one hundred (100) community members. In addition, we have received support from such organizations as the Niagara Community Foundation and the Wise Guys.

## **Milestones & Municipal Contributions**

After completing land transfer agreements, on the Campus of Care, with the West Lincoln Memorial Hospital, architectural and planning documents were prepared, which included many enhancements because of the valuable community input. On March 7, 2022, Grimsby Council unanimously approved our Official Plan and Zoning By-law Amendments bringing the project another step closer to fruition.

In December 2021, the Regional Municipality of Niagara approved our request for \$1.1M (\$220K over 5 years). The Region's contribution is \$800,000 to match the anticipated Provincial contribution of \$200K per new bed and a \$300,000 contribution for the Day Hospice.

In May 2021, Lincoln Council approved a funding request, based on the formula noted above, of \$115,000 (\$23,000 per year for a 5-year period) commencing 2022, based on a positive staff recommendation.

We held off making a funding request to Grimsby Council while our Planning applications were still under consideration. As a result, our request for funding was just submitted two weeks ago and will be considered as part of Council's budget deliberations.

## **Hospice Funding**

McNally House Hospice appreciates the hesitancy of municipal councils to fund health care related matters, traditionally the purview of the Provincial government. The reality is that the funding from the Province is specific and partial. The Province provides \$105K per year, per hospice bed, which equates to about 67% of our nursing costs. \$900K is fundraised annually from the community and goes toward food, medical equipment, and other operational necessities.

While the Government of Ontario's Hospice Capital Program (HCP), provides financial assistance for the development of new physical hospice spaces, it does not fund the full cost of a hospice capital project.

HCP funding is based on the number of beds approved for each project, up to a maximum dollar contribution of \$200K per new bed.

Therefore, McNally House Hospice is hoping to receive the maximum possible \$800K from the Province for our expansion but the remainder is our responsibility to raise; hence, our \$9.5M capital campaign.

As a result, hospices, which are not-for-profit organizations, have commonly reached out to municipalities for assistance on capital infrastructure that provides a community benefit. The Town of Stratford contributed \$1.5M for the Rotary Hospice Stratford Perth. Closer to home, Hospice Niagara's recent capital campaign saw contributions of the host communities for their proposed new residential hospices in Welland and Fort Erie. Hospice Niagara also received funding from the following municipalities within their catchment area: St. Catharines, Port Colborne, Thorold, and Pelham. In addition, the Region is contributing \$4M to Hospice Niagara's expansion.

Although regional and municipal contributions to hospice care projects may not be mandatory, they demonstrate to the Province that the local communities recognize and support the importance of these services. In addition, municipal contributions signal to the public that the project is a reality, encouraging individual donations.

## **West Lincoln Funding Request**

We have calculated that municipalities can have a significant positive impact on this project by supporting it at a ratio of less than five (5) dollars per West Niagara resident, based on the 2016 census.

Therefore, we are respectfully requesting that West Lincoln Township Council consider a financial contribution of \$70,000 which would equate to \$17,500 per year for four (4) years. As noted, the formula is based on a

contribution of \$4.83 per resident, as of the 2016 census. (Updated census figures equate to \$4.53 per West Lincoln resident). Your contribution is equal to three quarters of one (1) percent of the overall *Life In Every Moment* campaign.

We are asking for this support to help push the project to realization and demonstrate to the Province the West Niagara communities' recognition of the critical importance and unique needs that come with end-of-life care, life-limiting illnesses, and dying with dignity.

With Respect,



Pamela Blackwood  
Executive Director  
McNally House Hospice



Murray Bain  
Campaign Co-Chair  
Life in Every Moment



Debbie Zimmerman  
Campaign Co-Chair  
Life in Every Moment

# McNally Day Hospice 101

The McNally Day Hospice Program will provide a safe and confidential space to explore and cope with the psychological, social, practical, spiritual and/or emotional needs for all patients living in West Niagara living with a life-limiting illness, their caregivers and those community members who are experiencing and grieving the loss of a loved one. Programs are provided for all ages.

The McNally House Day Hospice will be facilitated by an interdisciplinary team of clinicians, health care providers and trained volunteers.

Studies show that if education, support, and practical guidance are provided to patients and their caregivers throughout their diagnosis, they are less likely to have repeat hospital visits lessening the burden on the health care system, while dramatically improving the quality of their end of life.

## The Day Hospice Space

**The current hospice residence will be replaced with a new 10-bed residential hospice and the current building will be reimagined into a new Day Hospice that will include:**

- Individual counselling rooms
- Dedicated art therapy space
- Great room which can be configured for large and small gatherings
- Kitchen space for day hospice lunch preparation and nutrition workshops
- Spa room
- Dedicated clinical space for visiting healthcare practitioners
- Flexible community space available to outside agencies and organization

## Patient Supports

Education	
<i><b>Opportunities</b></i>	<i><b>Outcome</b></i>
Advance care planning	Making my wishes known to those who matter
Nutrition	An understanding of intake needs at end of life
Disease projection	An understanding of what to expect
Funeral/burial arrangement	Making plans and sharing with those who need to know
Legal concerns.	Choosing a POA (Power of Attorney) for personal care and finances
Guidance	
Disease specific support groups	Space for support groups that are otherwise located in larger cities
Peer-to-peer counselling.	An opportunity to meet with someone who understands what I am going through
Group counselling	A opportunity to share experiences and worries with others
Individual counselling.	An opportunity to meeting with a clinical therapist
Legacy work	A chance to leave family and friends with something to remember me by
Art, pet and music therapy	A way to process feelings through a variety of modalities

Practical Supports	
Complimentary therapies	Access to such therapies as Reiki, Massage and Therapeutic Touch
Coordinated appointments on site	Pain and symptom management, bathing, foot care and esthetic services

## Caregiver Supports

Education	
<i>Opportunities</i>	<i>Outcome</i>
Caregiver 101	Knowledge of how to care for someone at end of life
Care for the caregiver	Learning how to avoid caregiver burnout
Nutrition	An understanding of reduced intake and how to prepare meals
Disease projection	An understanding of what to expect
Funeral/celebration of life planning	Supportive conversations with the patient and establishing roles
Legal concerns.	An understanding of advance care planning and the role of the POA (Power of Attorney) and SDM (Substitute Decision Maker)
Guidance	
Peer-to-peer counselling.	An opportunity to meet with someone who understands what I am going through
Group counselling	A opportunity to share experiences and worries with others
Individual counselling.	An opportunity to meeting with a clinical therapist
Art, pet and music therapy	A way to process feelings through a variety of modalities
Practical Supports	
Caregiver respite	A chance for caregivers to practice self-care while their loved one is participating in Day Hospice activities

## Bereavement Supports

Education	
<i>Opportunities</i>	<i>Outcome</i>
How to support someone is grieving.	Understanding what to say
Kids and Grief	Learning how to support a child who is grieving
How to care for myself while grieving	Learning how to give myself the space and time needed to heal
The Grieving Process	Learning what to expect during the grief journey
What is grief in the workplace	Understanding my role as an employer

Guidance	
Peer-to-peer counselling.	An opportunity to meet with someone who understands what I am going through
Group Counselling	A opportunity to share experiences and worries with others
Individual counselling.	An opportunity to meeting with a clinical therapist
Art, pet and music therapy	A way to process feelings through a variety of modalities
Practical Supports	
Legal Obligations	Understanding the role of the executor
What's next	Learning to living on my own
Referrals to external support programs	Helping you move forward in the next phase of your life



## McNally House Connections to West Lincoln

McNally House has been partnering with the West Lincoln Public Library since 2017 to offer educational programs and discussion around death, dying, loss and grief.

Program	Location	Date
Death Something to Talk About Reading Initiative- A set of three books focused on the theme of death, dying, loss and grief are available at the Smithville branch	Smithville Branch	2017-present
When Breath Becomes Air Book Discussion	Smithville Branch	April 2018
Year of Magical Thinking Book Discussion at the Smithville Branch	Smithville Branch	January 2019
Author Talk with Jay Perry	Smithville Branch	January 2019
Year of Magical Thinking Book Discussion	Caistorville Branch	March 2019
Griefwalker documentary viewing and discussion	Smithville Branch	February 2019
Caregiver Club viewing and discussion	Smithville Branch	May 2019
What Really Matters at End of Life discussion	Smithville Branch	October 2019
Sickboy documentary viewing and discussion	Smithville Branch	November 2019
Grief Story and Craft Time	Smithville Branch	October 2019
Greif Story and Craft Time	Smithville Branch	November 2019
Self-care Workshop	Smithville Branch	February 2020
Yoga for the Grieving Heart	Online	February 2022
Legacy Writing Workshop	Online	March 2022
Walking Group	West Lincoln Indoor Track	November 2022
Legacy Writing Workshop	Online	January 2023

## Community Involvement

- John Calvin Christian School (located in West Lincoln)- This school has hosted a Hike for Hospice for McNally House for the past 13 years raising well over \$130, 000.
- McNally House is an active member of the West Lincoln Chamber of Commerce
- McNally House has participated in a number of West Lincoln Age Friendly Community Events

**McNally House and West Lincoln Statistics**

Total Donations made by West Lincolns Residences	\$471,132.60
Commitments or Donations given to the Life in Every Moment Capital Campaign by West Lincoln Donor or Businesses <ul style="list-style-type: none"><li>13 Donors</li></ul>	\$375,500
Number of West Lincoln Residents who are donors	2302
Number of West Lincoln Residents we have cared for	142
In 2022 number of West Lincoln residents who wanted to die at McNally House but were unable to get a bed	4
Number of family members we have cared for (Next of Kin)	141
Number of Bereavement Clients (since 2013)	84
Number of Psycho-Spiritual Clients (receiving formal counselling)	102
Number of McNally Volunteers from West Lincoln	15



# Life in *Every Moment*

McNally House Hospice Expansion and Capital Campaign



# *West Lincoln Council - A Recap*

- McNally House Hospice appeared before West Lincoln's Administration/Finance/Fire Committee on June 21, 2021.
- On June 28, 2021, questions were raised by Council related to our previous week's presentation.
- We returned before Council on July 26 to respond to the questions, with our request for financial assistance being referred the 2022 budget deliberations.
- During the budget discussion on Jan. 18, 2022, a majority of Council felt that it would be more appropriate for the new Council to address the request.
- As a result, we've revised our request to align with the life of the 2022-2026 Council term.



## *About McNally House Hospice*

- The six-bed residential hospice opened in 2008 serving West Niagara
- 24 hour specialized palliative care, free of charge, to people living with a life-limiting illness and their families
- Help manage the pain, fear and the anxiety, and sorrow of bereavement
- Have cared for over 1,600 people. For each of those individuals, support has been provided to, an average, 5 family members

# *Niagara's Hospice Care Challenge*

- Hospice care is delivered at a fraction of the cost of hospital care and diverts end-of-life care away from the already over-strained resources of our hospitals
- Ontario's Auditor General recommends 7 to 10 hospice beds in a community for every 100,000 people; Niagara currently has 16 beds in a residential hospice setting or 3 per 100,000
- In 2022, 32 individuals were not able to access our services because a bed was not available.
- We were unable to meet the needs of almost 20% of those community members who wished to die with dignity at McNally House Hospice





## *The Expansion – Day Hospice and four new beds*

- The existing McNally House six-bed hospice will be reimagined into to a **new Day Hospice**, which is a transformative approach to how hospice care is delivered
- A **new 10-bed Residential Hospice** will be constructed, increasing our residential care capacity by almost 70%
- Together with the rebuilt West Lincoln Memorial Hospital and Deer Park Villa, the expanded McNally House Hospice will form part of a complete **Campus of Care**





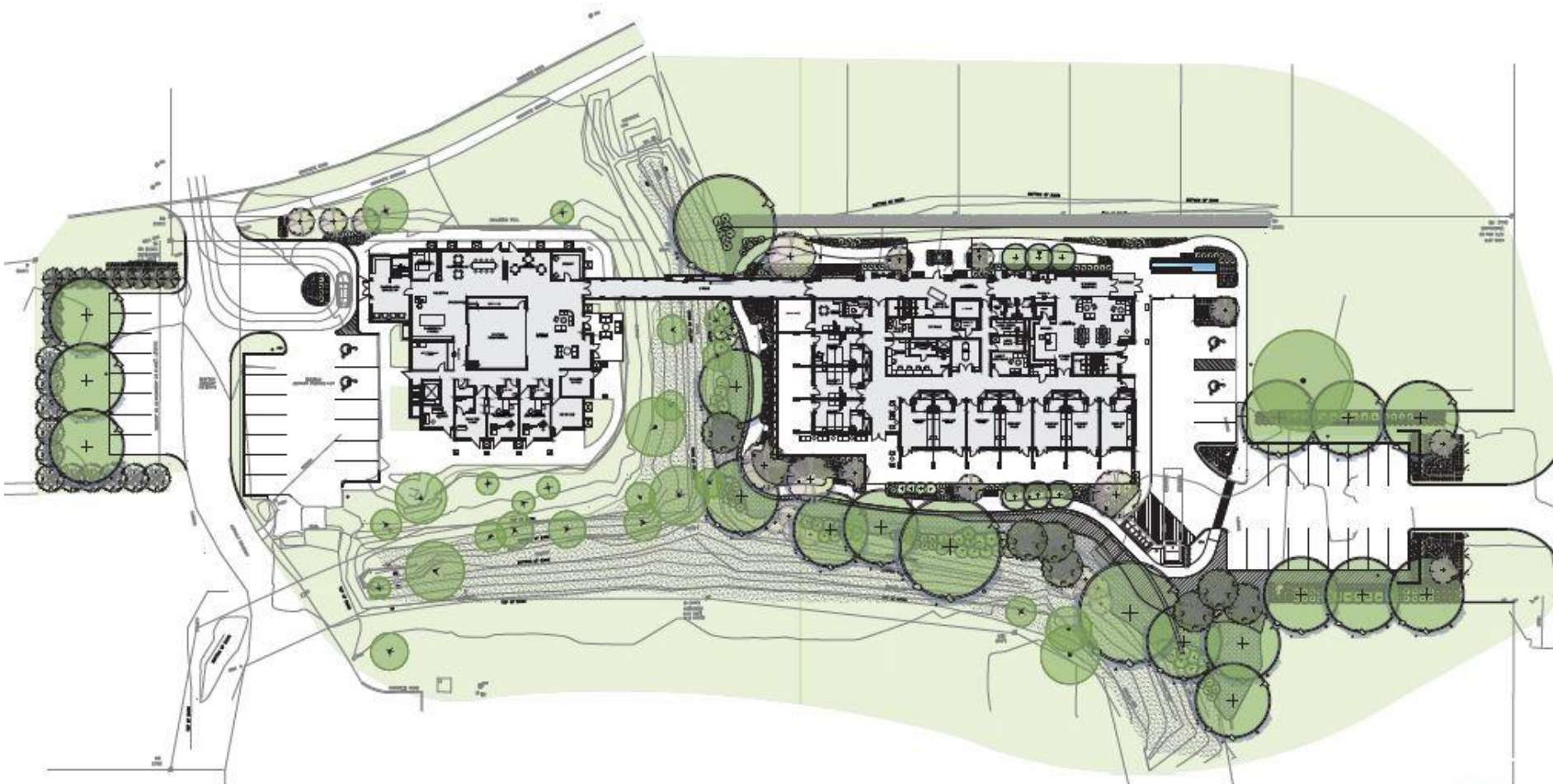
McNally House Hospice

McNally House Expansion

Deer Park Villa and Suites

West Lincoln Memorial Hospital

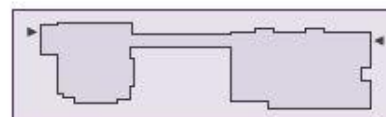




# Site Plan

McNally Hospice Expansion  
148 Central Ave, Grimsby, ON

2022-12-08



McNally House Hospice  
Where Compassion Meets Community



odessa design inc.  
interiors • architecture • urban design



## *The Expansion Part 1 – All New Day Hospice*

- **The Day Hospice** – fills the very real gap that exists from the time of a diagnosis of a life-limiting illness to the final days
- There is up to a two-year path from diagnosis – this is a very difficult period, and there are few supports for those affected to get through this challenging time
- The Day Hospice services: Education, support, and practical guidance are provided to patients and their caregivers throughout their diagnosis
- The results are dramatic improvements to the patient's quality of their end of life and less hospital visits, lessening the burden on the health care system



## *The Expansion Part 1 – Continued*

- In 2022, over 470 people used the Hospice's psychological, spiritual and bereavement support programs, exceeding our current capacity
- The new Day Hospice will transform our ability to provide these services - we can provide support to hundreds more people per year and their families
- The new Day Hospice will include individual counselling rooms, dedicated art therapy space, kitchen facilities, clinical space for health care practitioners, and flexible meeting space

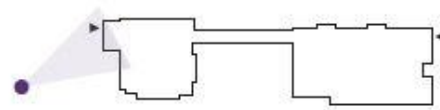




# View of New Day Hospice with Entrance Addition

McNally Hospice Expansion  
148 Central Ave, Grimsby, ON

2022-12-08



## *The Expansion Part 2*

### *4 additional beds in an all new 10-bed residential Hospice*

- An all new 10-bed residential hospice
- New features will include:
  - An overnight suite for families and loved ones
  - A family recreation room
  - New outdoor spaces
  - A new memorial garden
  - Family spaces to provide dignity and comfort for those staying by the side of their loved ones

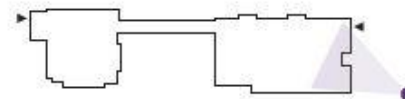




### New Residential Hospice - View from Parking Lot

McNally Hospice Expansion  
148 Central Ave, Grimsby, ON

2022-12-08





## *Progress To Date*

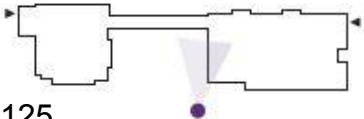
- Planning for our expansion began in 2017, kick-started by the generous commitment of \$1M from Blair McKeil
- COVID-19 put the campaign on hold, ramping up again in November 2020
- Land transfers from WLMH were completed with HHS and Campus of Care planning was initiated
- Planning and architectural documents were prepared, which included many enhancements based on community input, culminating in unanimous approval of our OP and Zoning By-law amendments by Grimsby Council in March 2022





**View of New Bridge and Rear Landscaping**

McNally Hospice Expansion  
148 Central Ave, Grimsby, ON  
2022-12-08







## *The Capital Fundraising Campaign*

- **Campaign Goal:** \$9.5M
- \$1M Transformational gift commitment from Blair McKeil
- \$800,000 from the Ministry of Health and Long-Term Care (pending) - \$200,000 for each of the 4 beds
- Gifts from more than 100 community members and support from such organizations as the Niagara Community Foundation and the Wise Guys Charity.
- **We are currently at 78% of our fundraising target**

## *Municipal Asks*

- While municipalities are not traditionally the funders of health care-related facilities and have long lobbied the Province for more direct funding, it has been common for charitable organizations that perform a public service to approach municipalities for contributions related to capital infrastructure
- In addition, Provincial funding that is secured is often done so by demonstrating municipal and community support of hospice services
- Hospice Niagara has been engaged in a similar capital campaign and has secured funding from the Region, St. Catharines, Welland, Fort Erie, Port Colborne, Thorold and Pelham for new residential hospices in Welland and Fort Erie.



## *Municipal Asks*

- In Dec. 2021, the Niagara Region approved our request for \$1.1M (\$220K over 5 years)
- The Region's contribution is \$800K to match the anticipated Provincial contribution of \$200K per new bed and a \$300K contribution to the Day Hospice
- In May 2021, Lincoln Council approved our funding request, contributing \$115K (\$23K per year over 5 years)
- Grimsby Council is considering our \$132K request as part of their budget deliberations



## *West Lincoln Partnerships*

- West Lincoln is part of the McNally House Hospice catchment area, along with Grimsby and Lincoln
- McNally House Hospice has been partnering with the West Lincoln Public Library since 2017 to offer educational programs and discussions around death, dying, loss and grief
- We are an active member of the West Lincoln Chamber of Commerce
- Participated in a number of West Lincoln Age Friendly Community Events
- John Calvin Christian School has hosted the Hike for Hospice for the past 13 years, raising more than \$130K





## *Hospice Services to West Lincoln*

- McNally House Hospice has cared for 142 West Lincoln residents since opening
- In 2022, 4 West Lincoln residents who wanted to die at McNally House Hospice were unable to access a bed
- The residents in the West Niagara catchment area are given first priority. It is not a first come, first serve system but based on greatest need. The Council can be assured that the expansion will meet the hospice needs of West Lincoln residents



## *West Lincoln Ask*

- We have calculated that the West Niagara municipalities can have a significant impact on this project by supporting it at a ratio of less than \$5 per resident (\$4.83), based on the 2016 census
- We respectfully request West Lincoln Council consider a contribution of \$70K (\$17.5K per year for 4 years)
- The dollar amount is still based on the 2016 population but now equates to \$4.53 per West Lincoln resident
- The contribution from West Lincoln Council would be less than 1% (.007) of the \$9.5 million Life in Every Moment campaign goal



*Thank You!*



**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN**  
**COUNCIL MINUTES**

**MEETING NO. EIGHTEEN**

**December 12, 2022, 5:30 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

**Council:** Mayor Cheryl Ganann  
Councillor Shelley Bradaric  
Councillor Joann Chechalk  
Councillor Mike Rehner  
Councillor William Reilly  
Councillor Jason Trombetta

**Absent:** Councillor Terry Bell (with regrets)

**Staff:** Joanne Scime, Director of Legislative Services/Clerk  
Bev Hendry, CAO  
Donna DeFilippis, Treasurer/Director of Finance\*  
Dennis Fisher, Fire Chief\*  
Mike DiPaola, Director of Public Works & Recreation\*  
Brian Treble, Director of Planning & Building\*  
Tim Hofsink, Deputy Fire Chief\*  
Gerrit Boerema, Senior Planner\*  
Katelyn Hall, Deputy Treasurer\*  
Jessica Dyson, Deputy Clerk\*  
Kevin Geoghegan, IT Help Desk Analyst\*

**Others:** Andrea Mannell, Sullivan Mahoney\*  
Regional Councillor Witteveen\*  
Bruce Harris, WeeStreem\*  
Max Smith\*  
Linda Smith\*  
Anthony Chiarella, Marz Homes\*  
James Enos, A J Clarke & Associates\*  
Domenic Amatangelo\*



**1. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST - FOR CONFIDENTIAL MATTERS ONLY**

There were no Members of Council that declared a pecuniary interest and/or conflict of interest with respect to the confidential matters.

**2. CONFIDENTIAL MATTERS**

All Members of Council, with the exception of Councillor Bell who had advised he could not attend this evening's meeting, the Township's Solicitor, Andrea Mannell of Sullivan Mahoney, the CAO and the Director of Legislative Services/Clerk were in attendance for the closed session discussions.

Ms. Mannell left the meeting at approximately 6:30 p.m. following discussion of Item 2.1 and the Director of Planning & Building joined the closed session discussion at that time to provide a verbal update relating to Item 2.2.

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Joann Chechalk

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:

2.1 Township Solicitor (Andrea Mannell), Director of Legislative Services/Clerk (Joanne Scime) and CAO (Bev Hendry)

Re: Legal/Solicitor-Client Privilege - Notice of Application for Judicial Review

**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 including communications necessary for that purpose

2.2 Director of Planning & Building (Brian Treble)

Re: Legal/Solicitor-Client Privilege/Property Matter - By-law Enforcement Matter

**Applicable closed session exemption(s):**

- advice that is subject to Solicitor-client privilege, including communications necessary for that purpose;
- Personal matters about an identifiable individual, including municipal employees. (5:34 pm)

**Carried**

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor William Reilly

That, this Council (All Committees) meeting does now resume in open session at the hour of 6:49 p.m.

**Carried**

- 2.1 Township Solicitor (Andrea Mannell), Director of Legislative Services/Clerk (Joanne Scime) and CAO (Bev Hendry)  
Re: Legal/Solicitor-Client Privilege - Notice of Application for Judicial Review)

Council rose without reporting.

- 2.2 Director of Planning & Building (Brian Treble)  
Re: Legal/Solicitor-Client Privilege/Property Matter - By-law Enforcement Matter

Council rose without reporting.

### **3. SINGING OF "O CANADA" - Smithville Christian High School**

Prior to commencing with the Council meeting and a pre-recording of the singing of O' Canada by the Smithville Christian High School, Mayor Ganann provided the following announcements:

1. Due to efforts to contain the spread of COVID-19 and to protect all individuals, the Council Chamber are not open to the public to attend Standing Committee and Council meetings until further notice.
2. Councillor Terry Bell had provided prior notice that he will be unable to attend this evening's meeting.
3. The public could submit comments for matters that are on the agenda to [jscime@westlincoln.ca](mailto:jscime@westlincoln.ca) before 4:30 p.m. on the day of the meeting (December 12, 2022). Any comments submitted are considered public information and will be read into public record.
4. This evening's meeting was being livestreamed with the link to watch the meeting live being found on the Township's website. Additionally, the meeting was being recorded and will be available on the Township's website following the meeting.

### **4. LAND ACKNOWLEDGEMENT STATEMENT**

Mayor Ganann read the following 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 Hattiwendaronk (Hat-i-wen- DA-runk), 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.

**5. OPENING PETITION - Councillor Terry Bell**

Councillor William Reilly read the Opening Petition in place of Councillor Terry Bell, who was unable to attend this evening's meeting.

**6. PUBLIC MEETING FOR PLANNING MATTERS**

Chair - Councillor William Reilly

The Site Alteration Public Meeting commenced at approximately 6:52 p.m.

The Public Meeting adjourned at the hour of 7:11 p.m. and Mayor Ganann continued as Chair for the remainder of the agenda.

**6.1 Site Alteration Application - Marz Homes (Smithville West) Inc. - File No.: 3000-003-22**

Re: An application for site alteration has been made by A.J. Clarke and Associates Ltd. on behalf of Marz Homes (Smithville West) Inc. to import 42,500m<sup>3</sup> (roughly 4,250 truckloads) of fill to the property legally described as Plan M98, Lot 9 (parcel at the corner of Highway 20 (Regional Road 20) and South Grimsby 5 Road) in Smithville.

Refer to the Public Meeting Minutes under separate cover.

**7. CHANGE IN ORDER OF ITEMS ON AGENDA**

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

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

There were no Members of Council that declared a pecuniary interest and/or conflict of interest.

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

The Mayor inquired if the IT Help Desk Analyst was aware if there were any members of the public in attendance virtually on the Zoom meeting call that wished to address a specific item on tonight's agenda as permitted under Section 6.7 of the Procedural By-law, for which the IT Help Desk Analyst confirmed there were not.

Additionally, the Mayor asked the Director of Legislative Services/Clerk if she had received any emails or correspondence from a member of the public prior to 4:30 p.m. today to read into the record, for which the Director of Legislative Services/Clerk confirmed she had not.

**10. APPOINTMENTS/PRESENTATIONS**

There were no appointments/presentations

**11. REGIONAL COUNCILLOR'S REMARKS**

Regional Councillor Albert Witteveen read from a prepared statement which is attached as **Schedule "A"** to the minutes. Regional Councillor Witteveen provided an update on various events and business matters that were addressed by Niagara Region since the Municipal Election.

Councillor Reilly expressed his intention for advocating for additional policing in the community and inquired to Regional Councillor Witteveen if he had been in contact with the Region to make sure our municipality was getting our fair share of police representation.

Regional Councillor Witteveen stated that he had not yet been in contact with the Niagara Regional Police about this issue, as the Region's proceedings were just beginning, but he would be in contact with the area Staff Sergeant to discuss this issue. Regional Councillor Witteveen requested that Members of Council contact him to provide some specific concerns that they would like him to bring to the attention of the Niagara Regional Police Staff Sergeant in order to make specific requests, as he knew speeding was one concern but he would like to provide a fulsome list.

Councillor Witteveen pointed out that the 4-way stop at Thirty Road (Regional Road 14) and Young Street was a small victory on the speeding issue going north from outside of Smithville, which slow motorists down when travelling around the S-bend that was located as part of this intersection.

Councillor Chechalk requested consideration of a 4-way stop at Silver Street (Regional Road 65) and Port Davidson Road, which has a lot of vehicular

accidents. Councillor Chechalk stated that residents around this area would like to have the speeding in this area also addressed.

Regional Councillor Witteveen stated that he had farmers ask for assistance with mitigating speeding along Silver Street (Regional Road 65) and asked for farm equipment signs to be placed along this road and that he will continue to advocate for more policing to address speeding, etc. along this stretch of road.

Mayor Ganann confirmed that the Staff Sergeant would be attending a meeting in April, at which time Members of Council will have an opportunity to bring forward their concerns.

## **12. CONFIRMATION OF MINUTES**

- 12.1 Council Minutes – Regular  
Re: September 26, 2022

**Moved By** Councillor Shelley Bradaric  
**Seconded By** Councillor William Reilly

That, the minutes of the September 26, 2022 regular Council meeting be accepted.

**Carried**

- 12.2 Special Council  
Re: Minutes - October 17, 2022

**Moved By** Councillor William Reilly  
**Seconded By** Councillor Shelley Bradaric

That, the minutes of the October 17, 2022 Special Council meeting, be accepted, and the recommendations contained therein, be approved.

**Carried**

- 12.3 Public Meeting - Site Alteration By-law - Marz Homes (Smithville West)  
Re: Minutes - October 17, 2022

**Moved By** Councillor Jason Trombetta  
**Seconded By** Councillor William Reilly

That, the minutes of the public meeting held on October 17, 2022 with respect to an application for site alteration made by A.J. Clarke and Associates Ltd. on behalf of Marz Homes (Smithville West) Inc.; be accepted.

**Carried**

- 12.4 Special Council - Training (Meet and Greet)  
Re: Minutes - November 15, 2022

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Jason Trombetta

That, the minutes of the November 15, 2022 Special Council meeting (Training - Meeting & Greet), be accepted.

**Carried**

- 12.5 Special Council - Inaugural Meeting of Council  
Re: Minutes - November 21, 2022

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Shelley Bradaric

That, the minutes of the November 21, 2022 Special Council meeting (Inaugural Meeting of Council), be accepted.

**Carried**

- 12.6 Special Council - Training (eSCRIBE - Agenda Management Program)  
Re: Minutes - November 28, 2022

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Joann Chechalk

1. That, the minutes of the November 28, 2022 Special Council meeting (Training - eSCRIBE Agenda Management Program), be accepted; and,
2. That, the confidential minutes relating to the closed session portion of the November 28, 2022 Special Council meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided Section 239 of the Municipal Act.

**Carried**

- 12.7 Special Council – Caucus  
Re: Minutes - December 5, 2022

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Shelley Bradaric

1. That, the minutes of the December 5, 2022 Special Council meeting (Caucus), be accepted.

2. That, the confidential minutes relating to the closed session portion of the December 5, 2022 Special Council meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided Section 239 of the Municipal Act.

**Carried**

- 12.8 Special Council - Training (Township Solicitors)  
Re: Minutes - December 7, 2022

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor William Reilly

1. That, the minutes of the December 7, 2022 Special Council meeting (Training - Township Solicitor), be accepted.
2. That, the confidential minutes relating to the closed session portion of the December 7, 2022 Special Council meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided Section 239 of the Municipal Act.

**Carried**

### 13. COMMUNICATIONS

- 13.1 Ann-Marie Norio, Regional Clerk  
Re: 2023 Budget and Requisition - Niagara Transit Commission

**Moved By** Councillor William Reilly

**Seconded By** Councillor Jason Trombetta

That, the correspondence received from Ann-Marie Norio, Regional Clerk regarding the "2023 Budget and Requisition - Niagara Transit Commission" dated November 11, 2022, be received for information.

**Carried**

- 13.2 Ann-Marie Norio, Regional Clerk  
Re: Appointments to Niagara Transit Commission Board

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Shelley Bradaric

1. That, the correspondence received from Ann-Marie Norio, Regional Clerk regarding "Appointments to Niagara Transit Commission Board", dated November 11, 2022, be received; and,

2. That, Councillor William Reilly be nominated as the Township of West Lincoln's representative on the Niagara Transit Commission Board for the Niagara Region for the 2022-2026 term of Council.

**Carried**

13.3 The City of Niagara Falls

Re: Support of Resolution re: Bill 23, The More Homes for Everyone Act, 2022 - **NOTE:** Request to support received from Councillor William Reilly

**Moved By** Councillor William Reilly

**Seconded By** Councillor Mike Rehner

**WHEREAS** the Council of the Township of West Lincoln receive and support the correspondence, dated November 22, 2022, from the City of Niagara Falls regarding "Bill 23, The More Homes for Everyone Act, 2022";

**AND WHEREAS** Council appreciates and understands that the lack of attainable and affordable housing is an important issue facing the entire Province;

**AND WHEREAS** Bill 23 will have economic, social, and environmental implications that will affect several acts including but not limited to the Conservation Authorities Act, Development Charges Act, 1997, Municipal Act, 2001, Ontario Heritage Act, Ontario Land Tribunal Act, 2021, Planning Act and may make changes to the Ontario Building Code along with the financial burden that this legislation will have on municipalities and existing homeowners;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Township of West Lincoln concurs with City of Niagara Falls Council and many others that the legislative program under the umbrella of the Ontario Housing Supply Action Plan must be paused in order to have a more in-depth consultation with municipalities and other stakeholders;

**AND THAT** this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable David Piccini, Minister of the Environment, Conservation and Parks, the Honourable Graydon Smith, Minister of Natural Resources and Forestry, the Honourable Ernie Hardeman, Minister of Agriculture, Food & Rural Affairs, the Honourable Peter Tabuns, Leader of the Opposition and Interim Leader of the Ontario New Democratic Party, the Honourable John Fraser Interim Leader of the Ontario Liberal Party, the Honourable Mike Schreiner, Leader of the Green Party of Ontario, the Association of Municipalities of Ontario (AMO) and all Ontario municipalities.



**Carried**

**14. MAYOR'S REMARKS**

Mayor Cheryl Ganann read from a prepared statement, which is attached as **Schedule B** to the minutes.

**15. REPORT OF COMMITTEE**

There were no reports of Committee.

**16. RECONSIDERATION**

There were no items put forward for reconsideration.

**17. NOTICE OF MOTION TO RESCIND**

There were no motions to rescind put forward by any Member of Council.

**18. OTHER BUSINESS**

**18.1 TABLED ITEM (March 28, 2022 Council Meeting)**

Director of Planning & Building (Brian Treble)

Re: Recommendation Report No. PD-36-2022 - Smithville Landowners Group request for support of Minister's Zoning Order (MZO)

**18.2 Councillor Jason Trombetta**

Re: Grimsby Regional Airport & Smithville Flying Club (20 Road Airport) - Public Concerns

Councillor Trombetta advised that he has been receiving phone calls with respect to Smithville Flying Club (20 Road Airport) and (2) the Grimsby Regional Airport which had airplanes flying in and out all day and night. Councillor Trombetta stated that he was speaking to a resident, who advised him he had dropped off a USB thumb drive and paperwork to the former Mayor regarding the Grimsby Regional Airport, and Councillor Trombetta inquired into whether or not this information was known to the other Members of Council. Those Members of Council who were in attendance confirmed that they were not aware of any such USB drive and/or paperwork.

The Director of Building & Planning suggested this matter be referred to staff for further investigation and noted that this matter may need to be further discussed as a confidential matter. The Director of Planning & Building confirmed he did not have a file on matter but he was in communication with the former Mayor on this issue. The Director of

Building & Planning stated that the Township By-Law Enforcement Officer has been in contact with the Township of Grimsby, which the Grimsby Regional Airport resides in along Mud Street (Regional Road 73), but was located directly adjacent to the West Lincoln Township border.

Councillor Rehner stated that while the Grimsby Regional Airport does deserve attention, he noted that there needs to be attention to the 20 Road Airport, which was negatively impacting the surrounding residents and the enjoyment of their properties.

The Director of Building & Planning stated that while these concerns are recognized, registered airports are Federally regulated and thus limits the Township's ability to act. The Director of Building & Planning stated that he would attempt to connect with a person with Transportation Canada to provide some insight into airport and aviation processes, etc..

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Mike Rehner

That, the Director of Planning & Building be directed to investigate concerns relating to the Grimsby Regional Airport and the Smithville Flying Club (20 Road Airport) and report back to a future Standing Committee or Council Meeting.

**Carried**

### 18.3 CONSENT AGENDA

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Jason Trombetta

That, Council hereby approves the following Consent Agenda item(s):

1. Items 1, 2 and 3 be and are hereby received for information.

**Carried**

#### **SUMMARY OF CONSENT AGENDA ITEMS APPROVED:**

1. West Lincoln Public Library Board - Minutes of August 2022, September 2022 and October 2022
2. Memorandum - Director of Planning and Building (Brian Treble) - Federal Health Canada, Cannabis Review 2022
3. Information Report No. WLFD-12-2022 - Monthly Update November 2022

- 18.4 Deputy Treasurer/Manager of Finance (Katelyn Hall) and  
Treasurer/Director of Finance (Donna DeFilippis)  
Re: Recommendation Report T-27-2022 - Consolidated User Fees and  
Charges By-Law and 2023 User Fees and Charges

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Joann Chechalk

1. That, Recommendation Report T-27-2022, regarding "Consolidated User Fees and Charges By-Law and 2023 User Fees and Charges", dated December 12, 2022, be received; and
2. That, Appendix A, outlining the Consolidated Schedule of Fees and Charges, attached to this Report be approved with an effective date of January 1, 2023 (unless otherwise indicated); and,
3. That, Appendix B, outlining the Consolidated User Fees and Charges By-Law 2022-84, be approved with an effective date of January 1, 2023. This By-Law will also serve to amend and repeal several existing user fees and charges by-laws.

**Carried**

- 18.5 Treasurer/Director of Finance (Donna DeFilippis)  
Re: Recommendation Report T-28-2022 - Financial Update as of  
November 30, 2022

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Shelley Bradaric

1. That, Recommendation Report T-28-2022, regarding the "Financial Update as of November 30, 2022", be received for information; and,
2. That, Council authorizes staff to transfer any 2022 underspending within the Fire Operating Budget to the Fire reserve; and,
3. That, Council authorizes staff to transfer any 2022 underspending within the Bridge Operating Budget to the Bridge reserve.

**Carried**

- 18.6 Treasurer/Director of Finance (Donna DeFilippis)  
Re: Information Report T-29-2022 - 2023 Budget Process and Schedule

Councillor Bradaric inquired into the enrolment changes of OMERS eligibility as it relates to "Other Than Full Time" employees which could result in a \$45,000 increase to the Township budget and questioned if the enrolment change was mandatory resulting in the Township having to

make these additional contributions for those other than full employees that opt into the pension plan.

The Treasurer/Director of Finance stated that if other than full time staff choose to join OMERS, the Township will be obligated to match the contributions and cannot opt out from this new enrolment change.

**Moved By** Councillor William Reilly

**Seconded By** Councillor Jason Trombetta

That, Information Report T-29-2022, regarding the “2023 Budget Process and Schedule”, dated December 12, 2022, be received for information.

**Carried**

18.7 Fire Chief (Dennis Fisher)

Re: Recommendation Report WLFD-12-2022 - Computer-Aided Dispatch Agreement with the City of St Catharines

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor William Reilly

1. That, report WLFD-13-22 dated December 12, 20022, Computer-Aided Dispatch Agreement with the City of St. Catharines, be received; and,
2. That, By-law 2017-130 be repealed; and,
3. That, a By-Law be adopted authorizing the Mayor and Clerk to sign an updated fifteen (15) year agreement from January 1, 2023 to December 31, 2037 with the City of St. Catharines for Computer-Aided Dispatch Services.

**Carried**

18.8 Deputy Fire Chief (Tim Hofsink)

Re: Appointment of an Acting Fire Chief & Acting Deputy Fire Chief

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Mike Rehner

1. That, in the absence of the Fire Chief, Deputy Fire Chief Mr. Hendrick (Tim) Hofsink be appointed as Acting Fire Chief and shall assume all of the powers, responsibilities and authority of the Fire Chief; and,
2. That, in the absence of the Deputy Fire Chief, the Fire Chief may appoint two Captains as Acting Deputy Fire Chief whom shall

assume all of the the powers and duties as may be prescribed of the Deputy Fire Chief, this being Firefighters Zoli Rakonjak and Wayne Bos.

**Carried**

- 18.9 Deputy Clerk (Jessica Dyson) and Director of Legislative Services/Clerk (Joanne Scime)

Re: Recommendation Report C-07-2022 - Non-Resident Hunting Licences for Ring-Necked Pheasants, Cottontails and European Hares within the Township of West Lincoln

Councillor Rehner expressed his concern with the removal of licencing program which requires non-residents to purchase a small game hunting licence each year in order to hunt for Ring-Necked Pheasants, Cottontails and European Hares within the boundaries of West Lincoln. Councillor Rehner concerns ranged from the population of these animals, the cost of the program, and the risk of opening up hunting to anyone, which would result in an influx of non-resident hunters in West Lincoln. Councillor Rehner stressed that his concern was not about the money involved with the licencing program but the protection of wildlife and protection against the overhunting of these animals.

The Director of Legislative Services/Clerk stated West Lincoln Township was only one of four municipalities in Ontario who has a small game hunting licence system for non-resident, which was not used very much. The Director of Legislative Services/Clerk advised that, in her opinion, the cost of staff administering and producing the hunting licences outweighed the funds that were derived from the program. The Director of Legislative Services/Clerk advised that she had been in contact with the Ministry of Natural Resources and Forestry to confirm the proper process to rescind the non-resident small game hunting licence by-law and Township Council would first need to endorse a resolution to support the by-law to be repealed and that this resolution would be forwarded to the Ministry for support. Once the Ministry provides their decision and if supported, a by-law to repeal By-law 2010-37 would be put forward to conclude the repeal of the licensing by-Law.

Following further discussion, a referral motion was put forward for staff to provide further information and details with respect to the number of licences issued each year, the cost of the Township administering the non-resident small game licencing by-law and a suggested fee/charge should the Township wish to continue the program.



**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Mike Rehner

1. That, Recommendation Report C-07-2022 regarding “Regulation of Small Game Hunting By-law (Pheasant and Rabbit Hunting) in the Township of West Lincoln” dated December 12, 2022, be received; and,
2. That, the Ministry of Natural Resources and Forestry be advised of the Township of West Lincoln request to repeal By-law 2010-37; and,
3. Upon written confirmation from the Ministry of Natural Resources and Forestry, that By-law 2010-37 be repealed.

**Referred (see below)**

**REFERRAL MOTION:**

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor William Reilly

That, Report No. C-07-2022 regarding “Regulation of Small Game Hunting By-law (Pheasant and Rabbit Hunting) in the Township of West Lincoln” be referred back to staff to report back to a future Committee or Council Meeting regarding the number of non-resident small game hunting licence in previous years prior to COVID-19 and a suggested licence fee for non-residents to purchase small game licences.

**Carried**

18.10 Director of Public Works and Recreation (Mike DiPaola)

Re: Recommendation Report PW-15-2022 - Sanitary Sewer Lining  
Tender Authorization

In response to Councillor Bradaric's inquiry regarding the longevity of the sanitary sewer lining, the Director of Public Works & Engineering stated that the technology has improved greatly and would suggest to expect a minimum of 50 years of life for the sanitary sewer lining.

The Director of Public Works & Recreation stated that notices will be sent to residents 2 weeks prior to the work commencing, and the contractor will advise residents as to what they are doing. The Director of Public Works & Recreation estimated it will take approximately 6 hours to complete the work and residents will be advised not to use showers and other things of that nature.

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor William Reilly

1. That, Recommendation Report RFD PW-15-2022, re: "Sanitary Sewer Lining Tender Authorization", dated December 12, 2022, be received; and
2. That, Council accept the tender submission by Sewer Technologies Inc., with the Township's share being \$330,366.90 (excluding HST); and
3. That, Council approve the project budget of \$355,000.00; and
4. That, Council approve Budget Amendment BA2022-11 to increase the budget on account 1-08-08110-415301 by \$60,000, which is funded through a grant from the Niagara Region.

**Carried**

- 18.11 Coordinator of Engineering Services (Jennifer Bernard) and Director of Public Works and Recreation (Mike DiPaola)  
Re: Recommendation Report PW-16-2022 - Dennis Drive and Brandon Lane On-Street Parking Review

Councillor Trombetta inquired if there will be notice provided to the residents of Dennis Drive and Brandon Lane with respect to on-street parking.

The Director of Building & Planning stated that By-law Enforcement had been placing notices on vehicles, and notice was posted on the Township's website, and has also been advertised in the local newspaper. The Director of Building & Planning stated that the Township's Traffic Control By-law states no parking on any roads between the hours of 2 am and 6 am year round, and that allowing overnight parking on Dennis Drive and Brandon Lane specifically may provide a useful test pilot for further considerations relating to parking restrictions within other areas with the exception of winter weather events.

Councillor Reilly stated that he hoped this test pilot for parking will work as there was a deficiency of off street parking in other areas of the municipality. Councillor Reilly requested that the Township make it very clear for residents to understand the exact locations where overnight parking will be permitted and that all other areas in the municipality will need to continue to abide by the overnight parking restrictions.

**Moved By** Councillor Joann Chechalk  
**Seconded By** Councillor William Reilly

1. That, Recommendation Report PW-16-2022, re: “Dennis Drive and Brandon Lane On-Street Parking Review”, dated December 12, 2022, be received; and,
2. That, Council pass a By-law to amend Schedule C (Prohibited Parking) and Schedule C1 (Parking Prohibitions – 2:00 a.m. to 6:00 a.m.) of By-law 89-2000 as outlined in this report.

**Carried**

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

Re: Information Report PW-17-2022 - Request to Review Three Rural Intersections

In response to Councillor Bradaric's inquiry regarding the intersection of Sixteen Road and Port Davidson Road and if there were any traffic calming measures that could be installed such as warning grooves in the road, the Director of Public Works & Recreation stated that installing warning groove on a surface treated road could not be done.

In response to Councillor Bradaric's inquiry regarding the Director's report and that there have been three accidents over three years, which did not meet the OTM Book 5 criteria for the installation of an all-way stop sign and she questioned if there were any special consideration for rural roads, the Director of Public Works & Recreation that Book 5 provides criteria for different types of roads based on collision data. The Director of Public Works & Recreation confirmed that the criteria for a Collector Road/Rural Arterial Road was 3 collisions per year over a three-year period. The Director of Public Works & Recreation stated that a report was provided to Council in September 2022 (PW-24-2022) outlining the criteria in Book 5 for an all-way stop.

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Joann Chechalk

That, Information Report PW-17-2022, re: “Request to Review Three Rural Intersections”, dated December 12, 2022, be received for information.

**Carried**

18.13 Senior Planner (Gerrit Boerema) and Director of Planning & Building (Brian Treble)

Re: Recommendation Report PD-82-2022 – More Homes Built Faster Act – Bill 23 and Update to Bill 109 – More Homes for Everyone Act

The Director of Building & Planning briefly reviewed Report No. PD-82-2022 and advised that he and the CAO have been meeting with other Niagara Local Area Municipalities (LAMs) and the Region to address the changes, the impacts and strategies on how to improve planning act timelines for application to be compliant.

The CAO stated that the Region has taken the lead on behalf of the LAMs and NPCA, who have sought a consultant to address the changes and provide improvements/strategies to improve planning process to address the Planning Act timelines. The CAO stated that the group will be meeting again tomorrow with the goal of working together to streamline processes that need to be met by Bill 109 as well as on strategies to deal with the changes being implemented by Bill 23.

**Moved By** Councillor William Reilly

**Seconded By** Councillor Shelley Bradaric

1. That, Recommendation Report PD-82-2022, regarding “More Homes Built Faster Act – Bill 23 and Update to Bill 109 – More Homes for Everyone Act”, dated December 12, 2022, be RECEIVED; and,
2. That, Planning Staff be authorized to commence an Official Plan Amendment to propose amendments to the Township’s Official Plan in response to Bill 109 and Bill 23. A draft of this amendment will be prepared and provided to Committee in advance of Public Notice.

**Carried**

18.14 Senior Planner (Gerrit Boerema) and Director of Planning & Building (Brian Treble)

Re: Recommendation Report PD-83-2022 – Extension of Draft Plan of Subdivision Approval Formerly Dunloe Developments Inc. now Marz Homes (Smithville West) Inc. (File No. 2000-87-18)

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Joann Chechalk

1. That, Recommendation Report PD-83-2022, regarding “Extension of Draft Plan of Subdivision Approval, Formerly Dunloe Developments Inc. now Marz Homes (Smithville West) Inc. (File No. 2000-87-18)”, dated December 12, 2022 be received; and,
2. That, the Draft Plan Approval for Marz Homes (Smithville West) Inc. (Lot 7, Plan M98) be Extended for a period of two years, to expire on

December 13, 2024, subject to conditions as included in Attachment 2 to this report; and,

3. That Council deem the changes to the conditions of approval found in Attachment 2 to be minor; and,
4. That a notice of extension be circulated to relevant agencies and departments.

**Carried**

18.15 Senior Planner (Gerrit Boerema) and Director of Planning & Building (Brian Treble)

Re: Recommendation Report PD-84-2022 – Crossings on the Twenty Extension of Draft Plan Approval (File No. 2100-072-09CDM) (North)

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Joann Chechalk

1. That, Recommendation Report PD-84-2022, regarding “Crossings on the Twenty Plan of Condominium Request for Extension to Draft Plan Approval; File No 2100-072-09 CDM (North)”, dated December 12<sup>th</sup>, 2022 be received; and,
2. That, the Draft Plan Approval for Crossings on the Twenty Plan of Condominium (North) BE EXTENDED FOR A PERIOD OF TWO YEARS, to expire on December 13, 2024, subject to conditions as included in Attachment No. 2 to this report; and,
3. That Council deem the changes to the conditions as found in Attachment 2 to be minor; and,
4. That a notice of extension be circulated to relevant agencies and departments.

**Carried**

18.16 Director of Planning & Building (Brian Treble)

Re: Recommendation Report PD-85-2022 - No. 2 – Marz Homes (Smithville West) Inc. Site Alteration Application for “Thrive” Development, File No. 3000-003-22B

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor William Reilly

1. That, Recommendation Report PD-85-2022, regarding “Recommendation Report No. 2 - Marz Homes (Smithville West) Inc.



Site Alteration Application for “Thrive” Development, File No. 3000-003-22B, dated December 12, 2022 be RECEIVED; and,

2. That, an authorizing By-law, as found at **Attachment 2** to this report, be passed to permit the Mayor and Clerk to sign a site alteration agreement, in draft form as found at **Attachment 3**, ensuring compliance with their draft approved plan of subdivision, as well as the conditions as set out in this report and draft site alteration permit; and,
3. That, in conformance with Part 8 of By-Law 2016-41 “Being a Site Alteration By-law to Regulate the Placing or Dumping of Fill in the Township of West Lincoln”, a Site Alteration permit, in a form similar to that found at **Attachment 1** to this report, be issued by staff once all required agreements, securities, plans and drawings are satisfactorily submitted, subject to the conditions as noted in the permit; and,
4. That, all efforts be taken by the owner to acknowledge and protect neighbouring residents, including but not limited to: dust control, noise control, obedience of the *Highway Traffic Act*, etc. Failure to do so will provide Enforcement staff and Police with authority to address any infractions.

**Carried**

18.17 Director of Planning & Building (Brian Treble)

Re: Recommendation Report PD-86-2022 - 2023 Tree Planting – Leisureplex Complex, 2543 South Grimsby 6 Road

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Shelley Bradaric

1. That, Recommendation Report PD-86-2022, regarding “Recommendation Report - 2023 Tree Planting – Leisureplex”, dated December 12<sup>th</sup>, 2022 be received; and,
2. That, Council endorse a Stewardship Agreement with Land Care Niagara to obtain eligible funding and that the estimated \$4,000 Township paid portion of the cost be charged to the Leisureplex operating budget, account 1-16-16101-520320; and,
3. That a by-law be passed to authorize the Mayor and Clerk to sign the *Rural Tree Planting Program 2023 - In Partnership with Forest Ontario* Stewardship Agreement with Land Care Niagara to plant

0.73 hectares (1.8 acres) of a variety of trees and shrubs on Township owned property known as the Leisureplex Complex, municipally known as 2543 South Grimsby Road 6 and as shown on Attachment 1 to this report.

**Carried**

18.18 Councillor William Reilly

Re: ROMA Zone 3 Representative for the 2023 – 2027 Rural Ontario Municipal Association (ROMA) Board of Directors

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Shelley Bradaric

1. That the correspondence from Councillor William Reilly, dated November 24, 2022, regarding the ROMA Board of Directors elections for Zone 3, be received; and,
2. That the Council for the Township of West Lincoln endorses Councillor William Reilly for the position of ROMA Zone 3 Representative for the 2023 – 2027 Rural Ontario Municipal Association (ROMA) Board of Directors.

**Carried**

18.19 Members of Council

Re: Council Remarks

(1) Councillor Mike Rehner

Re: Station 2 Fire Hall

Councillor Rehner noted the progress of the Station 2 Fire Hall, which was currently under construction and that this facility will be a great asset for the community.

(2) Councillor Jason Trombetta

Re: Request for Update on Fire Station 2 and Happy Holiday Wishes

In response to Councillor Trombetta's request for an update on the new Station 2 Fire Hall, the Acting Fire Chief provided an update and noted the contractor was hoping for some decent weather so they could get the roofing membrane installed. The Acting Fire Chief advised that electrical work should be completed soon, the framing was nearly done including installation of spray foam which meets to all building standards. The Acting Fire Chief advised that he was very pleased with the progress to date and that next steps in the build will include the installation of a fresh water cistern, the outside finishing and the finishing of the office area.

Councillor Trombetta wished Members of Council, staff and the community a happy holiday and new year.

(3) Councillor Joann Chechalk  
Re: Bill 23 and Bill 109

Councillor Chechalk stated she was troubled by the implications of Bill 23 and Bill 109 and that she hoped staff will find ways to remedy the impacts including the reduction of parkland requirements and the densities will only intensify the impacts on our municipality as having open space areas was one of the reason why people have moved to West Lincoln. Councillor Chechalk noted that the implications of Bill 23 and Bill 109 will impact on-street parking as well on the use of our recreation facilities as there will be more people living in West Lincoln but this will also be impactful due to being limited by lack of the reduction of development charges, and there will be need to be very careful as it relates to our plans for the future.

(5) Councillor Shelley Bradaric  
Re: Christmas Parade and the future

Councillor Bradaric commented on the success of the West Lincoln Santa Claus parade which was a wonderful event and well attended. Councillor Bradaric noted that there were also a lot of people that had decorated their homes and properties for the holiday season, which was nice to see. Councillor Bradaric wished everyone a happy holiday and a great and prosperous 2023.

(6) Councillor William Reilly  
Re: Santa Claus Parade and Updates

Councillor Reilly stated that the Santa Claus Parade was a huge success even though there were a few cancellations due to unexpected illnesses. In response to Councillor Bradaric's comments regarding the home decorating contest that was initiated two years ago by the Parade Committee in light of the parade having to be cancelled due to the pandemic and the health protocols that were in place, Councillor Reilly stated that he hoped that another community group/partner would take over the home decorating contest as it was nice to see the community embrace this event by decorating their homes and properties as this too was a big event to plan and undertake and that members of the Parade Committee, which was a fairly small group of community volunteers, had a lot to undertake with the planning and organization of the parade.

Councillor Reilly updated Members of Council with respect to he, Regional Councillor Witteveen and Mayor Ganann attending Smithville Public School, specifically to speak to the Grade 5 class regarding the different layers of government and was impressed with how engaged the students were.

In closing Councillor Reilly wished the residents of West Lincoln a happy holiday season and that he looked to serving on West Lincoln Council for another four-year term.

**19. NEW ITEMS OF BUSINESS**

There were no new items of business brought forward by any Member of Council.

**20. BY-LAWS**

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Joann Chechalk

1. That, leave be granted to introduce By-law #s 2022-83, 2022-84, 2022-85, 2022-86, 2022-87 and 2022-88 and that the same shall be considered to have been read a first, second, and third time with one reading, and are hereby adopted; and,

2. That, the Mayor and Clerk be and are hereby authorized to sign and affix the Corporate Seal thereto, any rule of this Council to the contrary notwithstanding.

**Carried**

**SUMMARY OF BY-LAWS:**

**20.1 BY-LAW 2022-83**

A By-law to confirm the proceedings of the Council of the Corporation of its regular meeting held on the 26th day of September, 2022 and its special meeting held on October 17, 2022.

**20.2 BY-LAW 2022-84**

A By-law to Consolidate Fees and Charges for the Corporation of the Township of West Lincoln

**20.3 BY-LAW 2022-85**

A By-law to amend By-law 89-2000 which regulates Traffic and Parking on Township Roads

**20.4 BY-LAW 2022-86**

A By-law to authorize a Site Alteration Agreement between the

Corporation of the Township of West Lincoln and Marz Homes (Smithville West) Inc. (Agent - A.J. Clarke & Associates Ltd.), for lands described as Plan M98 Lot 9, in the former Township of South Grimsby, now in the Township of West Lincoln.

20.5 BY-LAW 2022-87

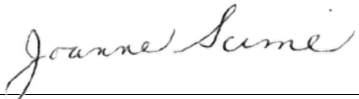
A By-law to authorize a Stewardship agreement between the Corporation of the Township of West Lincoln and Land Care Niagara for lands described as Plan M97, Lot 4, in the Township of South Grimsby, now in the, now in the Township of West Lincoln (Leisureplex Complex, Municipally known as 2543 South Grimsby Road 6).

20.6 BY-LAW 2022-88

A By-law to authorize an agreement between the Corporation of the City of St. Catharines and the Corporation of the Township of West Lincoln for Computer Aided-Fire Dispatch Services for a period of fifteen years effective January 1, 2023 to December 31, 2037.

**21. ADJOURNMENT**

The Mayor to declare this meeting adjourned at the hour of 9:42 pm.



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**JOANNE SCIME, DIRECTOR OF  
LEGISLATIVE SERVICE/CLERK**

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**MAYOR CHERYL GANANN**



## Regional Councillors Report December 12, 2022

Good evening Mayor, council, staff and members of the public. I would like to start by saying that I'm excited to be back as your Regional Councillor and fellow cohort in representing the citizens of West Lincoln for the next 4 years.

At the Niagara Region we have all been sworn in to the council and have selected the standing committees that we will be involved in for our term. Council has approved the names, I will be sitting on Planning and Economic Development, Public Works, Public Health and Social services, Agriculture Policy Action Committee, Waste Management Steering Committee and the Golden Horseshoe Food and Farming Alliance.

I have also put my name forward to seek a second term as a Commissioner on the Niagara Escarpment. This is very similar to what my involvement was last term.

We will be starting the budget process in the month of January with early March it being ratified. I attended a workshop on December the 8th to prepare for the process.

In our weekly correspondence there was a letter from the Director of Community services explaining the Licence Home Child Care Marketing Communications Campaign. Brief overview was that on August 2021 the

Federal Government and the Province of Ontario signed the Ontario Early Childhood Workforce agreement that provided one-time funding to promote the retention + recruitment of high quality child care and early years workforce.

Niagara Region's Children Services received approx \$2.9 million for 2022 to support the goals ~~of the goals~~ of child care and early years workforce recruitment + retention goal.

Children's services in collaboration with Corporate Communications, is undertaking a campaign with licensed home child providers for Niagara's Region's Home Child Care Agency to inform families of the licensed home care as a viable option for child care. This campaign will run from December through into January, it will include ads in Newspapers, radio stations, movie theatres, local malls, billboards and buses. This campaign is fully funded through Provincial funding not from the funds received to recruit staff.

Quick update on Canada's new dental program for children under 11.

Eligible families can receive up to \$650.00 per year, per child for two years for dental care services.

And lastly I want to thank Councillor ~~M~~'Reilly for arranging the visit with the grade 5-6 class at ~~South Lincoln~~ grade school. I thoroughly enjoyed it.

Central

Councillors, staff and members, i would like to wish you all a wonderful  
Christmas season with friends and family.

Warmest Regards,

Albert Witteveen

## Mayor's Remarks - December 12, 2022

My Mayor's comments will be a little different tonight than they will likely be in the future. Although this is our **first** council meeting where I have this opportunity for comments, it is also the last council meeting of 2022!

This agenda this evening is long, starting with the minutes of the September 26th meeting, so I will try to keep this as short as possible.

- On behalf of all members of Council, I want to say that we are all pleased to have been elected and are ready to work on behalf of the residents of all 3 wards.
- I would like to express my appreciation to staff for running such a smooth and efficient election process and especially thank all staff who carefully attended to the many details for our Inaugural meeting and social time afterwards.
- I would like to say just how great it has been to see residents out and about and taking part in all of the various opportunities for our community to gather since the election, including the Chamber of Commerce Business Awards, the John Calvin Christmas Bazaar, the Smithville Christian High School & Cairn Elementary School Christmas Event, the Chamber of Commerce Holiday and Gift Show, the Winter Market, the Kiwanis Community Tree-Lighting "West Lincoln Shines" and of course the Christmas Parade "Merry and Bright". Even the return of hockey tournaments such as the Adam Keunen Memorial Tournament this past weekend that has served to draw residents together. Thank you to the organizers of each of these wonderful events for stepping up to take charge - We know just how much work is involved to make these successful. With each added event, our community spirit has been allowed to gain momentum!
- I also want to comment on the generosity and goodwill that our community has recently shown and in fact, still is showing to our neighbours who may be struggling financially at this time of year.. The Silverdale Dinner, the Hipkiss family Holiday House Tour on Farewell Crescent, the Chamber of Commerce Toonie Drive, the Kerr Church Coat collection, the Under-11 Hockey Team Toy Drive and the various Food Drives to name only a few, have all been extremely well supported with proceeds and donations going to West Lincoln Community Care, who in turn oversee the support for those in need. Once again this year the spirit of caring for others is alive and well in West Lincoln!
- I would like to wish staff, my fellow council members and all West Lincoln residents a safe and peaceful holiday season spent with family and friends. I will add that we need to be mindful that Christmas is not always a joyful time for everyone. Some residents are dealing with or battling serious illness, recovering from or anticipating a surgery, remembering a past loss or even mourning the recent loss, of a loved one at this time of year. Special thoughts go out to former Mayor Joan Packham on the loss of her husband, Murray and the DeBoer family on the very recent loss of their beloved son, Evan.
- Finally, I wish each and every one of you - "All the Best" for a safe, happy and healthy 2023!



**TOWNSHIP OF WEST LINCOLN  
PUBLIC MEETING MINUTES  
SITE ALTERATION APPLICATION**

**December 12, 2022, 6:30 a.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

Council: Mayor Cheryl Ganann  
Councillor William Reilly  
Councillor Shelley Bradaric  
Councillor Jason Trombetta  
Councillor Mike Rehner  
Councillor Joann Chechalk

Absent: Councillor Terry Bell (with regrets)

Staff: Bev Hendry, CAO  
Donna DeFilippis, Treasurer/Director of Finance  
Dennis Fisher, Fire Chief  
Mike DiPaola, Director of Public Works & Recreation  
Brian Treble, Director of Planning & Building  
Tim Hofsink, Deputy Fire Chief  
Gerrit Boerema, Senior Planner  
Katelyn Hall, Deputy Treasurer/Manager of Finance  
Jessica Dyson, Deputy Clerk  
Kevin Geoghegan, IT Help Desk Analyst

Others: Regional Councillor Witteveen  
Bruce Harris, WeeStreem  
Max Smith  
Linda Smith  
Anthony Chiarella, Marz Homes  
James Enos, A J Clarke & Associates  
Domenic Amatangelo

\*IN ATTENDANCE PART-TIME

## **MARZ HOMES (SMITHVILLE WEST) INC. - SITE ALTERATION APPLICATION**

### **1. PUBLIC MEETING**

The Chair, Councillor Reilly, called the Public Meeting for the Site Alteration Application Public Meeting to order at approximately 6:52 p.m.

The Chair stated that the purpose of this meeting is to give an opportunity for the public and Members of Council to provide comments and/or ask questions regarding the site alteration request made by A.J. Clarke and Associates Ltd. on behalf of Marz Homes (Smithville West) Inc. to import 42,500m<sup>3</sup> (roughly 4,250 truckloads) of fill to the property legally described as Plan M98, Lot 9 (parcel at the corner of Highway 20 (Regional Road 20) and South Grimsby 5 Road) in Smithville.

#### **EXPLANATION OF THE PURPOSE AND EFFECT OF THE APPLICATION:**

An application for site alteration has been made by A.J. Clarke and Associates Ltd. on behalf of Marz Homes (Smithville West) Inc. to import 42,500m<sup>3</sup> (roughly 4,250 truckloads) of fill to the property legally described as Plan M98, Lot 9 (parcel at the corner of Highway 20 (Regional Road 20) and South Grimsby 5 Road) in Smithville. This is currently a vacant lot owned by Marz Homes (Smithville West) Inc. The applicant has expressed that an estimated 42,500m<sup>3</sup> (roughly 4250 truckloads) of fill will be imported to the site to grade the land to the proposed pre-grading plan in preparation for a future plan of subdivision development (currently draft plan approved)

### **2. PURPOSE OF THE PUBLIC MEETING**

The Chair stated that the purpose of this meeting is to give an opportunity for the public and Members of Council to provide comments and/or ask questions regarding the importing of fill by A.J. Clarke and Associates Ltd. on behalf of Marz Homes (Smithville West) Inc. to import 42,500m<sup>3</sup> (roughly 4,250 truckloads) of fill to the property legally described as Plan M98, Lot 9 (parcel at the corner of Highway 20 (Regional Road 20) and South Grimsby 5 Road) in Smithville.

The applicant has expressed that an estimated 42,500m<sup>3</sup> (roughly 4250 truckloads) of fill will be imported to the site (spread and compacted with compaction testing) to grade the land to the proposed pre-grading plan in preparation for a future plan of subdivision development (currently draft plan approved). Top soil will be stripped and stock piled on site.

The Chair advised that public notice was circulated to applicable agencies and neighbouring properties within a 120-metre radius of the proposed project site on November 14th, 2022.



The Chair asked the Director of Planning & Building, Mr. Brian Treble, to explain the issues relating to the proposed application. The Director of Planning & Building provided an overview of the Site Alteration proposal.

Mr. James Enos (Authorized Agent) reaffirmed the explanation stated by the Director of Planning & Building and advised that he was open for questions from the public and Council.

The Chair asked if there was anyone from the public that would like to ask questions and/or provide oral and/or written comments with respect to this application. The Chair advised that this may be the only public meeting being held with respect to this issue; therefore, noted that if any members of the public had any comments they should state them now.

The Director of Legislative Services/Clerk stated that she had not received any correspondence from the public.

The Help Desk Analyst stated that he did not see anyone with their hand up to make comments at this time.

The Chair asked if any Members of Committee had any oral or written submissions regarding the application. The Chair advised that this may be the only public meeting being held with respect to this issue; therefore, noted that if any Members of the Council had any comments they should state them now.

Councillor Trombetta advised that he has personally seen the area in question of the Site Alteration Application, and does not see many potential issues with this application.

Councillor Bradaric inquired to Director of Building and Planning regarding the parking situation within the Site, and if there have been any discussions regarding the increased traffic flow due to the proximity of the site to a local school.

In response to Councillor Chechalk's question regarding the time frame that would be required to transport the large quantities of fill, 42,000 cubic metres, required for the project. The Director of Building and Planning stated that if approved it would provide the applicant 1 year to complete their goals; however, the director deferred to Mr. Enos regarding the exact timeframe the applicants were hoping to complete the project. James Enos of A.J Clarke and Associates Ltd. stated that they would hope to have the fill trucked in and in place by Summer or Fall of the following year.

Councillor Chechalk further inquired to Mr. Enos, inquiring whether or not the fill would likely be trucked in during the Summer months. In response to the inquiry

from Councillor Chechalk, Mr. Enos stated he could not confirm the specific season the fill would be trucked in, as this is dependent on the source of the fill which is unknown.

Councillor Rehner inquired whether or not there is a plan in place to deal with the excessive mud that would be tracked in on the tires of the trucks from the site. In response to the inquiry made by Councillor Rehner, Councillor Trombetta stated that there are precautions taken by companies like this, who utilize "mud mats" at the exits of their sites that do away with much of the mud that is tracked on the tires. Councillor Trombetta also stated that there was a large entrance way to this particular site, where much of the mud would be lost regardless of the mats.

The Director of Building and Planning stated that in order to receive an approval from the Township on a site alteration like this, assurances must be made that the company in question has a plan to deal with things such as mud, gravel, and anything that could harm municipal resources like roads. The Director stated that it is within the Townships ability to enforce the By-Law's in place to protect the roads and ensure their cleanup.

In response to Councillor Rehner's question regarding what would be the procedure if the company trucked in fill, and made a mess of the roads outside of normal office hours, the Director of Building and Planning, Brian Treble, stated that the agreement states the time frame of 7AM to 7PM on weekdays, but has his By-Law officers on standby should they be required outside of the normal business hours of the Township office, that being 9AM to 4:30PM.

In response to the inquiry from Councillor Bradaric, Director of Building and Planning, Brian Treble, stated that while there has been no direct reach out to the school, the school was in the area that would have received notice of the proposed application and would have received information regarding the plans. The Director of Building and Planning stated that it would be up to the on-site foreman or owner of the property to work with the Township's lead By-Law officer in order to ensure compliance with the Township regulations. The Director of Building and Planning stated that if it pleases the council, the planning department will reach out directly to the school so council knows they are aware of the potential impacts of the application.

The Chair stated that anyone who is interested in observing Council and/or Committee discussions about a particular by-law should not solely rely on mailed notices and thus miss the opportunity to attend applicable meetings and suggested that the public watch the Township's website for posting of agendas to review items that will be discussed at Council and/or Committee meetings.

The Chair advised that agendas for meetings are posted on the Township Website at 4 p.m. on the Friday prior to the meeting and that meeting schedules are also noted on the Township's website for the public to view. The Chair stated that anyone wishing to receive notices by email, should contact the Township Clerk to advise of their request and include their email address along with their mailing address and phone number.

**3. ADJOURNMENT**

The Chair advised that this public meeting is concluded at the hour of 7:11 p.m.

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JOANNE SCIME, DIRECTOR OF  
LEGISLATIVE SERVICES/CLERK

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COUNCILLOR WILLIAM REILLY,  
CHAIR



**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN**  
**SPECIAL COUNCIL MINUTES**

**MEETING NO. ONE**

**January 9, 2023, 6:30 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

**Council:** Mayor Cheryl Ganann  
Councillor Shelley Bradaric  
Councillor Joann Chechalk  
Councillor Mike Rehner  
Councillor William Reilly  
Councillor Jason Trombetta

**Absent:** Councillor Terry Bell (with regrets)

**Staff:** Joanne Scime, Clerk  
Bev Hendry, CAO

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**1. LAND ACKNOWLEDGEMENT STATEMENT**

Mayor Ganann called the meeting to order at 6:37 p.m.

Prior to commencing with the Special Council meeting, Mayor Ganann provided the following announcements:

- (1) This evening's Special Council meeting will not be livestreamed nor recorded.
- (2) Councillor Terry Bell has sent his regrets and will not be in attendance for this evening's meeting.

Mayor Ganann read the following 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.

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

(a) Mayor Cheryl Ganann

Re: Item 3.1(7) - Age Friendly Advisory Committee Appointments

Mayor Ganann declared a conflict of interest/pecuniary interest with respect to Item 3.1(7) - Age Friendly Advisory Committee Appointments as her husband had applied to sit as a member on the Age Friendly Advisory Committee.

(b) Councillor William Reilly

Re: Item 3.1(2) - West Lincoln Public Library Board

Councillor Reilly declared a conflict of interest/pecuniary interest with respect to Item 3.1(2) - West Lincoln Public Library Board Appointments as his wife had applied to sit as a member on the West Lincoln Public Library Board.

(c) Councillor Joann Chechalk

Re: Item 3.1(9) - Mayor's Youth Advisory Committee

Councillor Chechalk declared a conflict of interest/pecuniary interest with respect to Item 3.1(9) - Mayor's Youth Advisory Committee Appointments as her grandnephew had applied to sit as a member on the Mayor's Youth Advisory Committee.

## **3. CONFIDENTIAL MATTERS**

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Joann Chechalk

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:

3.1 Director of Legislative Services/Clerk (Joanne Scime)

Re: Council & Citizen Appointments on Boards & Committees

**Applicable closed session exemption(s):**

- personal matters about an identifiable individual, including municipal or local board employees (6:40 pm)

**Carried**

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor William Reilly

That, this Special Council meeting does now resume in open session at the hour of 8:28 p.m.

**Carried**

3.1 Director of Legislative Services/Clerk (Joanne Scime)

1. West Lincoln Heritage Committee

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor William Reilly

That, the following persons be and are hereby appointed to serve as members on the West Lincoln Heritage Committee until their successors are appointed:

- (1) Allan McLaren
- (2) Kathy Wetselaar
- (3) Wendy Veldman
- (4) Darren Draaistra; and,
- (5) Council Representative: Councillor Shelley Bradaric

**Carried**

2. West Lincoln Public Library Board

NOTE: Councillor Reilly declared a conflict of interest/pecuniary interest with respect to this item of business as his wife was one of the applicants. Councillor Reilly did not take part in discussion nor voting with respect to this matter.

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Jason Trombetta

That, the following persons be and are hereby appointed to serve on West Lincoln Library Board until their successors are appointed:

- (1) Wendy Wilson
- (2) Debra Terryberry
- (3) David Kurth
- (4) Peggy Cook
- (5) Leanne Reilly; and
- (6) Council Representative: Councillor Shelley Bradaric

**Carried**



3. Court of Revision (Drainage Act)

**Moved By** Councillor William Reilly

**Seconded By** Councillor Shelley Bradaric

That, the following person(s) be and are hereby appointed to serve on the Court of Revision (Drainage Act) until their successor(s) are appointed:

(1) Ken Durham

(2) Council Representative: Councillor Jason Trombetta

(3) Council Representative: Councillor Joann Chechalk

**Carried**

4. Committee of Adjustment (Includes Land Division and Property Standards)

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Joann Chechalk

That, the following persons be and are hereby appointed to serve on the Committee of Adjustment (Includes Land Division and Property Standards) until their successors are appointed:

(1) Peggy Cook

(2) Bonnie Baarda

(3) Deborah Coon-Petersen; and,

(4) Kim Willis

**Carried**

5. Stockvaluers

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Mike Rehner

That, the following person be and is hereby appointed to serve as the Township of West Lincoln's Stockvaluer until their successor is appointed:

(1) Clifford Travis

**Carried**

6. Joint Accessibility Advisory Committee

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Joann Chechalk

That, the following person be and is hereby appointed to serve on the Joint Accessibility Advisory Committee (JAAC) until their

successor is appointed:

(1) Sue Langdon

**Carried**

7. Age Friendly Advisory Committee

NOTE: Mayor Ganann declared a conflict of interest/pecuniary interest with respect to this item of business as her husband was one of the applicants. Mayor Ganann stepped down as Chair at approximately 7:30 p.m. and Councillor Trombetta chaired during discussion of this matter. Mayor Ganann did not take part in discussion nor voting with respect to this matter. Mayor Ganann resumed her position as Chair at approximately 7:56 p.m. for the remainder of the meeting.

**Moved By** Councillor William Reilly

**Seconded By** Councillor Jason Trombetta

That, the following persons be and are hereby appointed to serve on the West Lincoln Age Friendly Advisory Committee (WLAFAAC) until their successors are appointed:

(1) Lisa Maychak

(2) Sue Langdon

(3) Linda Sivyer

(4) Antoinette (Toni) Mills

(5) John Ganann

(6) Kitty McGrail

(7) Karen Parker

(8) Staff Liaison: CAO and/or Clerk to appoint a staff liaison, if required; and,

(9) Council Representative: Councillor Terry Bell

**Carried**

8. West Lincoln Santa Claus Parade Committee

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Joann Chechalk

That, the following persons be and are hereby appointed to serve on the West Lincoln Santa Claus Parade Committee until their successors are appointed:

(1) Nicole Scime

(2) Joel Scime

(3) Chantel Poliquin

- (4) Scott Crawford
  - (5) Vicky Poliquin
  - (6) Leslie Clark
  - (7) Jane Rogers
  - (8) Peggy Cook
  - (9) Staff Liaison: Wendy Beaty, Coordinator of Recreation Services; and,
  - (10) Councillor Representative: Councillor William Reilly
- Carried**

9. Mayor's Youth Advisory Committee (Youth - Ages 12-18 Years Old)

NOTE: Councillor Chechalk declared a conflict of interest/pecuniary interest with respect to this item of business as her grandnephew was one of the applicants. Councillor Chechalk did not take part in discussion nor voting with respect to this matter.

**Moved By** Councillor Shelley Bradaric  
**Seconded By** Councillor William Reilly

That, the following persons be and are hereby appointed to serve as members on the Mayor's Youth Advisory Committee until their successors are appointed:

- (1) Carter Pataran
- (2) Carson Mcfarlane
- (3) Reighan Van Duzen
- (4) Seth Chechalk

**Carried**

10. West Lincoln Memorial Hospital Community Council

**Moved By** Councillor Joann Chechalk  
**Seconded By** Councillor William Reilly

That, Mayor Cheryl Ganann be appointed as the Township of West Lincoln's representative on the West Lincoln Memorial Hospital Community Council for the 2022-2026 term of Council.

**Carried**

11. West Lincoln Chamber of Commerce (Liaison)

**Moved By** Councillor Mike Rehner  
**Seconded By** Councillor Jason Trombetta

That, Councillor Joann Chechalk be appointed as the Township of West Lincoln's representative on the West Lincoln Chamber of Commerce (Liaison) for the 2022-2026 term of Council.

**Carried**

12. Citizen Recognition Program Committee

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Mike Rehner

That, the following Members of Council be and are hereby appointed to serve on the Citizen Recognition Program Committee for the Township of West Lincoln for 2022-2026 term of Council:

- (1) Mayor Cheryl Ganann
- (2) Councillor William Reilly
- (3) Councillor Joann Chechalk; and,
- (4) Staff Liaison: Jacquie Thrower (Executive Assistant)

**Carried**

13. Multi-Municipal Wind Turbine Working Group (MMWTWG)

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Joann Chechalk

1. That the correspondence regarding "Multi-Municipal Wind Turbine Working Group (MMWTWG) 2022 Membership Renewal" dated December 20, 2022, be received; and,
2. That, the Township of West Lincoln advise that they will not be participating in the Multi-Municipal Wind Turbine Working Group (MMWTWG) for the 2022-2026 term of Council.

**Carried**

4. **ADJOURNMENT**

The Mayor declared the Special Council meeting adjourned at the hour of 8:43 p.m.



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**JOANNE SCIME, DIRECTOR OF  
LEGISLATIVE SERVICES/CLERK**

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**MAYOR CHERYL GANANN**



**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN  
SPECIAL COUNCIL MINUTES**

**MEETING NO. TWO**

**January 18, 2023, 6:30 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

Council: Mayor Cheryl Ganann  
Councillor William Reilly  
Councillor Jason Trombetta  
Councillor Joann Chechalk

Absent: Councillor Shelley Bradaric (with regrets)  
Councillor Mike Rehner (with regrets)  
Councillor Terry Bell (with regrets)

Staff: Bev Hendry, CAO  
Donna DeFilippis, Treasurer/Director of Finance  
Mike DiPaola, Director of Public Works and Recreation  
Brian Treble, Director of Planning and Building  
Jessica Dyson, Deputy Clerk

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**1. LAND ACKNOWLEDGEMENT STATEMENT**

Prior to commencing with the Special Council meeting, Mayor Ganann provided the following announcements and read the Land Acknowledgement Statement:

This evening's Special Council meeting will not be livestreamed nor recorded.

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-nee), 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.

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

There were no disclosure of pecuniary interest and/or conflict of interest declared.

**3. CONFIDENTIAL MATTERS**

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor William Reilly

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:

3.1 Treasurer/Director of Finance (Donna DeFilippis)

Re: Budget Training - Reserves, Financial Reporting, Revenue, and Debentures

**POWERPOINT PRESENTATION**

**Applicable closed session exemption(s):**

- The meeting is held for the purpose of educating or training the members;
- At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

**Carried**

**Moved By** Councillor William Reilly

**Seconded By** Councillor Joann Chechalk

That, this Special Council meeting does now resume in open session at the hour of 8:46 p.m.

**Carried**

3.1 Treasurer/Director of Finance (Donna DeFilippis)

Re: Budget Training - Reserves, Financial Reporting, Revenue, and Debentures

**POWERPOINT PRESENTATION**

Council rose without reporting.

**4. ADJOURNMENT**

The Mayor to declare this meeting adjourned at the hour of 8:46 p.m.

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JESSICA DYSON, DEPUTY CLERK

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MAYOR CHERYL GANANN





December 7, 2022

Dear Township of West Lincoln,

Saturday November 26<sup>th</sup> we ran a penny sale in the Community Room at the new Community Centre. I would like to thank you so much for your staff's willingness to help us with any issues that arose. Especially Vanessa Hoffman and the two young men that were working that day, they made our stay easy and enjoyable. We found the room in excellent condition and checked in on us multiple times throughout the day.

The reason we are writing this letter is to ask for a refund for the rental of the Community Room. We are a local community group raising money to build a show arena at the site of the West Niagara Fair Grounds. Our members come from the rural communities that make up West Lincoln and Niagara. These members need a place to showcase their hard work that they have put in all year at the fair and the current structure just is not large enough for that. The penny sale we ran this weekend was just one of many different events we have staged since early 2020 to raise money.

We are asking for a refund of the cost of the rental as we are continuing to raise money to get our project to competition. We are hoping we will have raised enough money by Summer of 2023 so the arena will be ready for the fair in September

Yours's in 4H,

*Jonathan Dugdale*

Jonathan Dugdale  
Niagara 4-H Leader

*Deanna Bartells*

Deanna Bartells  
Niagara 4-H Leader

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

**MEETING NO. ONE**

**January 16, 2023, 5:45 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

Council:	Councillor William Reilly (Chair) Councillor Joann Chechalk Mayor Cheryl Ganann Councillor Jason Trombetta Councillor Mike Rehner
Absent:	Councillor Terry Bell (with regrets) Councillor Shelley Bradaric (with regrets)
Staff:	Bev Hendry, CAO Brian Treble, Director of Planning and Building Jessica Dyson, Deputy Clerk Gerrit Boerema, Senior Planner Kevin Geoghegan, IT Help Desk Analyst
Other Members:	Regional Councillor Witteveen Jeremy Tran, NPG Planning Solutions* Steven Rivers, South Coast Consulting* Oz Kemal, MHBC Planning* Paul Hecimovic, Odan Detech* Matt Wichmann* Andrea Wichmann* WeeStreem

**\*IN ATTENDANCE PART-TIME**

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**1. CHAIR - Councillor William Reilly**

Prior to commencing with the Planning/Building/Environmental Committee meeting agenda, Chair Reilly provided the following announcements:

1. The public may submit comments for matters that are on the agenda to [jdyson@westlincoln.ca](mailto:jdyson@westlincoln.ca) before 4:30 pm on the day of the meeting. Comments submitted will be considered as public information and will be read into the public record.
2. This meeting will be livestreamed as well as recorded and available on the Township's website.

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

(For confidential matters)

There were no disclosure of pecuniary interest and/or conflict of interest for confidential matters declared.

**3. CONFIDENTIAL MATTERS**

**Moved By** Councillor Joann Chechalk

**Seconded By** Mayor Cheryl Ganann

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:

3.1 Director of Planning & Building (Brian Treble)

Re: Legal/By-law Enforcement Matter - Confidential Recommendation Report PD-07-2023 - Natural Severance

**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

3.2 Director of Planning & Building (Brian Treble)

Re: Property Matter/By-law Enforcement Matter - Smithville Road & Grimsby Mountain Road - Cannabis Enforcement Matter

**VERBAL UPDATE**

**Applicable closed session exemption(s):**

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- personal matters about an identifiable individual, including municipal or local board employees

3.3 Director of Planning & Building (Brian Treble)

Re: Property Matter/By-law Enforcement Matter - South Grimsby Road Property Matter

**VERBAL UPDATE**

**Applicable closed session exemption(s):**

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- personal matters about an identifiable individual, including municipal or local board employees

3.4 Deputy Clerk (Jessica Dyson)

Re: Citizen Appointments on Boards & Committees

**Applicable closed session exemption(s):**

- personal matters about an identifiable individual, including municipal or local board employees

**Carried**

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Mike Rehner

That, this Committee meeting now resume in open session at the hour of 6:47p.m.

**Carried**

**3.1 ITEM P01-23**

Director of Planning & Building (Brian Treble)

Re: Legal/By-law Enforcement Matter - Confidential Recommendation Report PD-07-2023 - Natural Severance

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Mike Rehner

1. That, Report PD-07-2023 regarding Confidential Recommendation Report PD-07-2023 – Natural Severance Application, dated January 16, 2023, be RECEIVED; and,
2. That, such a Township position only relates to North Creek and not to any tributary as found/identified on the subject lands; and,
3. That, staff be authorized to proceed as directed in closed session.

**Carried**

**3.2 ITEM P02-23**

Director of Planning & Building (Brian Treble)

Re: Property Matter/By-law Enforcement Matter - Smithville Road &  
Grimsby Mountain Road - Cannabis Enforcement Matter

**VERBAL UPDATE**

Committee rose without reporting.

**3.3 ITEM P03-23**

Director of Planning & Building (Brian Treble)

Re: Property Matter/By-law Enforcement Matter - South Grimsby Road  
Property Matter

**VERBAL UPDATE**

Committee rose without reporting.

**3.4 ITEM P04-23**

Deputy Clerk (Jessica Dyson)

Re: Citizen Appointments on Boards and Committees

1. West Lincoln Library Board

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Joann Chechalk

That, the following person(s) be and are hereby appointed to serve  
on West Lincoln Library Board until their successors are appointed:

1. Judi Kelly
2. Julie Adams

**Carried**

2. Age Friendly Advisory Committee

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Joann Chechalk

That, the following persons be and are hereby appointed to serve  
on the West Lincoln Age Friendly Advisory Committee (WLAFAC)  
until their successors are appointed:

Judi Kelly

**Carried**

3. Committee of Adjustment (Includes Land Division and Property  
Standards)

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Joann Chechalk

That, the following person(s) be and are hereby appointed to serve on the Committee of Adjustment (Includes Land Division and Property Standards) until their successors are appointed:

Peter Forsberg

**Carried**

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

There were no disclosure of pecuniary interest and/or conflict of interest declared.

**5. LAND ACKNOWLEDGEMENT STATEMENT**

Councillor Reilly read the following 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-nee), 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.

**6. PUBLIC MEETING(S)**

**6.1 Zoning By-law Amendment - 197 Griffin Street**

Re: An application has been submitted to address a number of zoning deficiencies generated as part of a redevelopment of the site which would result in office space and four accessory dwelling units with a number of zoning deficiencies. (File No.: 1601-005-22)

**6.2 Zoning By-law Amendment - 8535 Twenty Road (Bruinsma)**

Re: An application for a Zoning Bylaw Amendment has been submitted to rezone the property located at 8535 Twenty Road, to permit an agri-tourism use on subject property, specifically a country market. (File No.: 1601-012-22)



**6.3 Zoning By-law Amendment & Official Plan Amendment - Mill Street (Oyegbami)**

Re: An application for an Official Plan and Zoning Bylaw Amendment has been submitted to re-designate and rezone a vacant property located at Lot 34, Plan M98, in the Town of Smithville located on the north side of Mill Street. The intent of this official plan and zoning bylaw amendment application is to permit a three dwelling unit townhouse. The purpose of the official plan amendment is to permit three units on the subject property. (File No. 1601-013-22 ZBA & 1701-003-22 OPA)

**7. CHANGE IN ORDER OF ITEMS ON AGENDA**

There were no requests to change the order of items on the agenda.

**8. APPOINTMENTS**

There were no appointments.

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

1. Oz Kemal, MHBC Planning & Paul Hecimovic, Odan Detech

Re: Item P06-23 – Staff Reports – Recommendation Report PD-04-2023 – P Budd Developments – Station Meadows West Redline Revision to Draft Plan of Subdivision (File No. 2000-89-19)

Oz Kemal spoke about recommendation two (2) in the staff report regarding the revisions to conditions with respect to road widening on Spring Creek Road. Oz Kemal shared that the recommendation in the report is that the owner gratuitously dedicates a road widening across the frontage of South Grimsby Road 5 and Spring Creek Road of 0.5 metres to achieve a total right-of-way width of 21 metres free and clear of any mortgages, liens, and encumbrances. Oz stated that their client is requesting the opportunity to provide additional flexibility in the language of the condition that still speaks to a widening that may be required, but not be specific to how much is being required given that the Master Transportation Study work is ongoing and future widening may not actually be needed. Oz shared that their suggested language includes that a future road widening of Spring Creek Road may be required subject to finalizing the Transportation Master Plan.

**10. 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.

**10.1 ITEM P05-23**

**CONSENT AGENDA ITEMS**

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Joann Chechalk

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

1. Items 1, 2, 3 and 4 be and are hereby received for information; and,
2. Item 5 be and is hereby received and that the recommendations contained therein be adopted with the exception of Item no.(s)\_\_\_\_\_.

**Carried**

1. Multi-Municipal Wind Turbine Working Group (MMWTWG) Minutes – September 8, 2022
2. Technical Report PD-01-2023 - No. 2 - 197 Griffin Street Application for Zoning Amendment - Christoph Arnold (Owner) and NPG Planning Solutions (Agent) (File No. 1601-005-22)
3. Technical Report PD-02-2023 – Application for Zoning Bylaw Amendment 8535 Twenty Road Bruinsma (File No. 1601-012-22)
4. Technical Report PD-03-2023 - Application for Official Plan Amendment and Zoning Bylaw Amendment Lot 34, Plan M89 Mill Street File No. 1601-013-22 (ZBA) 1701-003-22 (OPA)
5. Recommendation Report PD-06-2023 – Domaine Queylus – 3651 Sixteen Road, Need for Municipal Approval of Temporary Patio for 'By the Glass' Operators

**11. COMMUNICATIONS**

There were no items of communication.

**12. STAFF REPORTS**

**12.1 ITEM P06-23**

Senior Planner (Gerrit Boerema) and Director of Planning & Building (Brian Treble)

Re: Recommendation Report PD-04-2023 - P Budd Developments - Station Meadows West Redline Revision to Draft Plan of Subdivision (File NO. 2000-89-19)

**Moved By** Mayor Cheryl Ganann

**Seconded By** Councillor Joann Chechalk

1. That, Recommendation Report PD-04-2023 regarding “P Budd Developments- Station Meadows West Redline Revision to Draft Plan of Subdivision – File NO. 2000-89-19”, dated January 16, 2023, BE RECEIVED, and,
2. That the Draft Plan of subdivision, File No. 2000-89-19, as revised in Attachment 1, BE REDLINE APPROVED, in accordance with the provisions of the Planning Act, R.S.O. 1990, Chapter P. 13 and revisions thereunder, subject to the revised conditions contained in Attachment 2 to this report (PD-04-2023),
3. That, the change to conditions be deemed as minor and that written notice of the change to conditions is not required under Section 51 (47) of the Planning Act R.S.O. 1990, Chapter P. 13; and,
4. That, the Draft Plan of Subdivision approval be extended by a period of two years following the lapsing of the current three year approval, subject to the conditions as found in Attachment 2 to this report.

**Carried**

#### **12.2 ITEM P07-23**

Senior Planner (Gerrit Boerema) and Director of Planning & Building (Brian Treble)

Re: Recommendation Report PD-05-2023 – Delegation of Approval to Sign Agreements Under the Planning Act

**Moved By** Mayor Cheryl Ganann

**Seconded By** Councillor Joann Chechalk

1. That, Recommendation Report PD-05-2023, regarding “Delegation of Approval to Sign Agreements Under the Planning Act”, dated January 16, 2023, be RECEIVED; and,
2. That, a bylaw be passed to delegate approval authority for the of approval of agreements under the Planning Act and the delegation of staff to enter into such agreements, as found in Attachment 1.

**Carried**

### **13. OTHER BUSINESS**

#### **13.1 ITEM P08-23**

CAO (Bev Hendry)

Re: Appointment of an additional Acting Deputy Fire Chief

**Moved By** Councillor Jason Trombetta

**Seconded By** Mayor Cheryl Ganann

**WHEREAS**, the Ontario Fire Marshall's Office (OFM), has suggested that it would be best practice to have a resolution of Council to officially name appointment(s) of Acting Deputy Fire Chief;

**AND WHEREAS**, at the December 12, 2022 Council (All Committees) meeting, a resolution was carried to appoint two Captains Zoli Rakonjak and Wayne Bos as Acting Deputy Fire Chief in the absence of the Deputy Fire Chief;

**AND WHEREAS**, in the absence of the two appointed Captains Zoli Rakonjak and Wayne Bos, a third appointment of Acting Deputy Fire Chief be added to whom shall assume all of the powers and duties as may be prescribed of the Deputy Fire Chief

**AND WHEREAS**, there are no financial impacts to this action as only one person at a time can be the Acting Deputy Fire Chief and the others would carry on in their role as Captains;

**NOW THEREFORE BE IT RESOLVED**, that the Captain Phil Clarke be appointed as a third Acting Deputy Fire Chief whom shall assume all of the powers and duties as may be prescribed of the Deputy Fire Chief;

**AND THAT**, due to the time sensitivity of this matter, this appointment take immediate effect prior to ratification of Council.

**Carried**

**13.2 ITEM P09-23**

Members of Committee

Re: Other Business Matters of an Informative Nature

There were no business matters of an informative nature brought forward from Members of Council.

**14. NEW BUSINESS**

There were no new business items.

**15. ADJOURNMENT**

The Chair declared the meeting adjourned at the hour of 9:11pm.

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JESSICA DYSON, DEPUTY  
CLERK

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COUNCILLOR WILLIAM REILLY,  
CHAIR



**DATE:** January 30, 2023

**REPORT NO:** WLFD-01-2023

**SUBJECT:** Monthly Update December 2022

**CONTACT:** Tim Hofsink, Acting Fire Chief

**OVERVIEW:**

- This report will address December 2022 fire responses and activities

**RECOMMENDATION:**

1. That, Information Report WLFD-01-2023 regarding “Monthly Update – December 2022”, dated January 30, 2023, be received for information purposes.

**ALIGNMENT TO STRATEGIC PLAN:**

**Theme #5**

- Community Health and Safety – Fostering a safe community where residents can thrive throughout their lives.

**Theme #6**

- Efficient, Fiscally Responsible Operations – maintaining a lean organization with innovative approaches and strong asset management.

**CURRENT SITUATION:**

**Emergency Response Calls - December 2022**

Station # 1 – 33 Station # 2 – 14 Pelham – 3 Grimsby - 3

Call Date	Call Time	Nature	District
12/31/2022	8:33:01	2 - VEHICLE FIRE	STN 2
12/28/2022	10:16:22	5 - EMERGENCY MEDICAL ASSISTANCE	STN 2
12/27/2022	21:59:17	3 - GRASS FIRE	GRIMSBY
12/27/2022	19:17:23	4 - MVC UNKNOWN EXTRICATION	STN 1 & 2
12/26/2022	19:52:20	5 - EMERGENCY MEDICAL ASSISTANCE	STN 1
12/26/2022	1:19:34	52 - CARBON MONOXIDE SYMPTOMATIC	STN 1

Call Date	Call Time	Nature	District
12/25/2022	9:45:45	54 - VSA/UNCONSCIOUS	STN 1
12/24/2022	14:45:21	118 - ARCING HYDRO LINES/POLE	STN 2
12/24/2022	2:55:03	53 - CARBON MONOXIDE NO SYMPTOMS	STN 1
12/24/2022	0:20:44	4 - MVC UNKNOWN EXTRICATION	STN 1
12/23/2022	23:14:21	7 - EMERGENCY ASSISTANCE CALL	STN 1
12/23/2022	19:45:19	4 - MVC UNKNOWN EXTRICATION	STN 1 & 2
12/23/2022	18:35:23	53 - CARBON MONOXIDE NO SYMPTOMS	STN 1
12/23/2022	18:32:14	53 - CARBON MONOXIDE NO SYMPTOMS	STN 1
12/23/2022	14:45:58	1 - STRUCTURE FIRE	STN 1 & 2
12/23/2022	10:43:45	118 - ARCING HYDRO LINES/POLE	STN 1
12/23/2022	9:23:07	53 - CARBON MONOXIDE NO SYMPTOMS	STN 1
12/22/2022	17:08:57	5 - EMERGENCY MEDICAL ASSISTANCE	STN 1
12/21/2022	21:50:21	41 - MVC EXTRICATION	STN 1 & 2
12/21/2022	18:49:35	41 - MVC EXTRICATION	STN 1 & 2
12/21/2022	16:56:54	5 - EMERGENCY MEDICAL ASSISTANCE	STN 1
12/21/2022	15:59:53	5 - EMERGENCY MEDICAL ASSISTANCE	STN 2
12/21/2022	3:21:01	5 - EMERGENCY MEDICAL ASSISTANCE	PELHAM
12/21/2022	0:56:18	1 - STRUCTURE FIRE	STN 1 & 2
12/20/2022	11:48:16	2 - VEHICLE FIRE	PELHAM
12/20/2022	8:41:40	41 - MVC EXTRICATION	STN 1
12/20/2022	5:46:57	114 - REMOTE ALARM FROM SECURITY COMPANY	STN 1
12/18/2022	1:36:09	104 - ELECTRICAL FIRE	GRIMSBY
12/17/2022	21:35:43	53 - CARBON MONOXIDE NO SYMPTOMS	STN 1
12/16/2022	12:26:34	4 - MVC UNKNOWN EXTRICATION	STN 1 & 2
12/15/2022	8:25:25	7 - EMERGENCY ASSISTANCE CALL	STN 1
12/15/2022	8:12:26	4 - MVC UNKNOWN EXTRICATION	STN 2
12/15/2022	7:29:46	41 - MVC EXTRICATION	STN 1
12/13/2022	13:37:37	5 - EMERGENCY MEDICAL ASSISTANCE	STN 1
12/13/2022	8:48:24	4 - MVC UNKNOWN EXTRICATION	GRIMSBY
12/10/2022	23:55:22	41 - MVC EXTRICATION	STN 1 & 2



Call Date	Call Time	Nature	District
12/09/2022	11:02:50	200 - FIRE DEPARTMENT NOT REQUIRED	STN 1
12/09/2022	8:20:55	114 - REMOTE ALARM FROM SECURITY COMPANY	STN 1
12/08/2022	10:13:55	54 - VSA/UNCONSCIOUS	STN 1
12/04/2022	15:13:23	4 - MVC UNKNOWN EXTRICATION	PELHAM
12/04/2022	2:22:27	5 - EMERGENCY MEDICAL ASSISTANCE	STN 1
12/04/2022	0:52:44	41 - MVC EXTRICATION	STN1
12/03/2022	2:07:43	41 - MVC EXTRICATION	STN 1 & 2
12/02/2022	20:36:25	112 - DETECTOR ACTIVATION	STN 1

District Legend:

Grimsby = GR, Pelham = PE, Haldimand = HD, Lincoln = L

**New Retirees:**

- Nothing to Report

**New Recruits:**

- 13 Recruits have been hired and initial orientations to the department have been completed. Five recruits will be assigned to Station 2 and eight recruits will be assigned to Station 1. With this class, the roster expansion of ten additional firefighters is complete, a process started in 2021. This brings the new total complement at West Lincoln Fire and Emergency Services to 55 firefighters. Assessments are taking place January 28<sup>th</sup> and their start date is February 1<sup>st</sup> 2023. Orientation for candidates and their partners/spouses was carried out in the first weeks of January.

**Promotion:**

- Nothing to report

**Training:**

- Ontario passed legislation in April 2022 requiring Certification of Firefighters in Ontario, applying to both volunteer and career firefighters alike. This certification process has made up a large portion of the Firefighters' training, including theory and practical training, and in the next few months, preparation for examinations. The new class of recruits adds a substantial amount of work to our Training Officers, as they are preparing to deliver recruit training to the large new class, while simultaneously continuing training for the experienced firefighters to maintain and hone their skills.
- Work is underway to revamp the Driver Training Program to ensure that the Department continues to ensure that it has sufficient staff trained as driver's/pump operators.

**Fire Prevention:**

- Ongoing programs providing Fire Safety messaging are being carried out by Fire Prevention staff, with the support of the Town's Communication specialist, recently targeting the use of smoke and CO alarms.

**Apparatus Fleet:**

- Repairs to Rescue 1 are underway, the timelines for the repairs have been longer due to issues with the supply of parts.
- The replacement tanker being built in New Brunswick is well underway, initial delays due to supply issues slowed the process down significantly. Completion and delivery of the new tanker is expected in the next few months. This new truck will be the replacement for the 1998 Freightliner tanker.

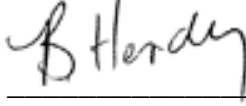
**Fire Department Activities:**

- The blizzard over the Christmas break resulted in a very busy time for the firefighters. Between December 23 to 26, firefighters responded to 13 calls, some coming at the height of the storm. I am very proud of the crew for carrying out their duties in spite of the terrible weather and the need to leave their families through the Christmas season.
- WLFD will be changing from the legacy VHF paging system in use since the 911 system was implemented in Niagara. The new system employs the P25 digital radio network. WLFD switched its portable and truck radios to the P25 system in 2018 and the move to P25 paging completes the migration from the analog system to the digital system. Radio coverage with the digital system is vastly superior to the previous VHF analog system, helping to provide a safer work environment for firefighters by improving ability to clearly communicate vital information at emergencies. Digital paging should also improve reception for firefighters in further reaches of the Township. One side-effect of the new digital paging system is that the VHF system also triggers the siren, and once the switch to digital is complete, the siren will no longer be activated for emergency calls.
- A new Code of Conduct for Firefighters was developed and approved for use, it is being presented to the firefighters with the intent that it provides clarity on expectations of behavior placed on all firefighters both in emergency and training situations, as well as outside of the workplace.

**Prepared & Submitted by:**

  
\_\_\_\_\_  
Tim Hofsink,  
Acting Fire Chief

**Approved by:**

  
\_\_\_\_\_  
Bev Hendry,  
CAO

**DATE:** January 30, 2023

**REPORT NO:** WLFD-02-2023

**SUBJECT:** **Annual Review of the Township's Health & Safety Policy Statement**

**CONTACT:** Tim Hofsink, Acting Fire Chief

**OVERVIEW:**

- **Annual updating of the Township's Health & Safety Policy Statement and By-law**

**RECOMMENDATION:**

1. That, report WLFD-02-2023 regarding "Annual Review of the Township's Health & Safety Policy Statement", dated January 30, 2023 be accepted, and,
2. That Council adopt a bylaw to establish a Municipal Health and Safety Statement for the Corporation of the Township of West Lincoln and that By-Law 2022-03 be repealed.

**ALIGNMENT TO STRATEGIC PLAN:**

**Theme # 6**

- Efficient, Fiscally Responsible Operations – maintaining a lean organization with innovative approaches and strong asset management.

**BACKGROUND:**

The Occupational Health and Safety (OH&S) Act Section 9 requires that all employers with more than 20 employees will have a Joint Health and Safety Committee

**CURRENT SITUATION:**

1. The employer shall establish and update regularly, measures and procedures that recognize the safety of workers.
2. These measures and procedures must be updated at least annually or more often as the situation dictates.
3. The Township H&S Policy statement needs updating annual to be in compliance with the OH&S Act.

The members of the Township Health & Safety Committee are as follows:

Management Co-Chair – Dennis Fisher – Fire Dept. (Currently on leave)

Union Co-Chair – Jesse Paul – Building & Bylaw

Management Member – John Schonewille – Building Dept.

Union Member – Gavin Daciuk - Recreation

Alternate Management Member – Tray Benish – Public Works

Alternate Union Member – Union Reps

**FINANCIAL IMPLICATIONS:**

There are no financial implications

**INTER-DEPARTMENTAL COMMENTS:**

None at this time.

**CONCLUSION:**

The Township Health and Safety Committee continues to grow in effectiveness and program development by supporting all levels through visible and documented means. Our continued focus on Health and Safety will ensure positive results as audit results will reveal.

**ATTACHMENTS:**

Attachment A - Township of West Lincoln Health and Safety Statement

Attachment B – By-law 2023-02 Health & Safety Policy Statement

**Prepared & Submitted by:**



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**Tim Hofsink**  
**Acting Fire Chief**

**Approved by:**



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**Bev Hendry**  
**CAO**

## TOWNSHIP OF WEST LINCOLN

SUBJECT: **HEALTH AND SAFETY POLICY**

POLICY NO: 1

Page 1 of 1

### HEALTH AND SAFETY POLICY STATEMENT

The Township of West Lincoln is committed to conducting its operations in a safe manner in order to prevent injuries and damage to the health and well being of our employees.

The Township will strive to fully comply with all health and safety legislation. We will strive to have safe work places and maintain all equipment in proper working order. We will endeavour to eliminate any hazard that may result in personal injuries and illnesses, as well as damage to property.

Management will ensure that employees work safely and that safe working conditions are maintained by providing training, competent supervision; availability and maintenance of proper equipment; and assurance that protective clothing and equipment is available and properly utilized.

Every employee of the township of West Lincoln has a responsibility to conduct all operations and perform all duties in a safe manner. No task, no matter how important and urgent should be performed without thought to the health and safety of all employees involved and to the members of the public in which they serve

It is equally essential that all employees be motivated to think, practice and believe in a personal responsibility for safety. This responsibility includes that all employees observe Township safety practices, rules and safety laws. Employees should report to management their knowledge of hazardous conditions, practices and behaviours in the working environment.

Contractors and sub-contractors employed by the Township have a responsibility for the health and safety of all workers and, when working for the township, must follow the requirements of the Occupational Health and Safety Act and the Township's safety policies, procedures, programs and departmental requirements, where applicable.

We count on all employees for vigilance, motivation and adherence to our health and safety practices. All employees must be dedicated, well trained in their areas of responsibility and be especially alert to the importance of safe, healthy working conditions and methods

Bev Hendry,  
Chief Administrative Officer

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APPROVED BY:

Bev Hendry, CAO

ISSUE DATE: 12/09/2008

REVISION DATE:  
01/30/2023

**DATE:** January 30, 2023

**REPORT NO:** T-01-2023

**SUBJECT:** **Appointment of Township Auditors**

**CONTACT:** Katelyn Hall, CPA, CA, Deputy Treasurer/Manager of Finance  
Donna DeFilippis, CPA, CA, Treasurer/Director of Finance

**OVERVIEW:**

- In November 2022, the Treasury Department issued a Request for Proposal (RFP-F-2022-02) for External Audit Services.
- Staff recommend the firm KPMG LLP as the Township's external auditor for a five-year service term, for the years ending December 31, 2022, 2023, 2024, 2025, and 2026.

**RECOMMENDATION:**

1. That, Recommendation Report T-01-2023, dated January 30, 2023, regarding "Appointment of Township Auditors", be received; and,
2. That, KPMG LLP be appointed as the municipal auditor for a five-year term, commencing with the audit of the year ending December 31, 2022; and,
3. That, a by-law be presented to Council to appoint KPMG LLP as municipal auditor for a five-year term, commencing with the audit of the year ending December 31, 2022.

**ALIGNMENT TO STRATEGIC PLAN:**

**Theme #6**

- Efficient, Fiscally Responsible Operations – The Township of West Lincoln is a lean organization that uses sustainable, innovative approaches and partnerships to streamline processes, deliver services and manage infrastructure assets.

**BACKGROUND:**

Section 296 of the Municipal Act, 2001, states that a "municipality shall appoint an auditor licensed under the Public Accounting Act, 2004 who is responsible for,

- a) Annually auditing the accounts and transactions of the municipality and its local boards and expressing an opinion on the financial statements of these bodies based on the audit; and
- b) Performing duties required by the municipality or local board."

Therefore, in order to be in compliance with the Municipal Act, external audits are an annual requirement for the financial statements of the following Township entities:

- The Corporation of the Township of West Lincoln (consolidated)
- The Corporation of the Township of West Lincoln – Trust Funds
- The Township of West Lincoln Public Library Board

Furthermore, the Municipal Act states that “an auditor of a municipality shall not be appointed for a term exceeding five years”. Therefore, the maximum term that an auditor can be appointed for is five years, which aligns with this report’s recommendation.

### **CURRENT SITUATION:**

A Request for Proposal was prepared and published in November 2022 on Bids and Tenders, the Township’s electronic, public tendering procurement platform, inviting qualified firms to submit a proposal to provide external audit services for the Township’s financial statements.

A Request for Proposal was required in order to ensure compliance with the Township’s Tendering and Purchasing Policy, given that the aggregate dollar value of the firm fees was anticipated to be greater than \$100,000 over the five-year term.

Proposals were received by the Deputy Treasurer/Manager of Finance in December 2022 and as only one qualified submission was received, from KPMG LLP, this firm is therefore being recommended as the Township’s auditor.

KPMG LLP has extensive experience in the public sector and is a leading auditor in the municipal sector, serving over 290 government clients. The firm currently possesses the highest market share of Ontario municipal clients, compared to any other audit firm. Furthermore, the firm has significant experience in implementing new accounting standards and have subject matter experts readily available to assist the Township with any transitional requirements. In 2023, the Township must adopt the following new, complex accounting standards: PS3280 Asset Retirement Obligations and PS3450 Financial Instruments. Therefore, having this expertise available will be very valuable to Township Treasury staff.

The Township would be serviced by the KPMG LLP staff located out of the Hamilton KPMG LLP office. Other local municipal clients served by this firm’s location and staff include Town of Niagara-on-the-Lake, Town of Lincoln, and City of St. Catharines.

Furthermore, the firm was recently reappointed as external auditors for Peninsula West Power Inc. Therefore, there will be synergies in having KPMG LLP audit both entities, as there are no additional costs for group reporting and the lead partner is the same for both engagements.



**FINANCIAL IMPLICATIONS:**

The proposal requested that prices be submitted for five years, with the results as follows:

Firm Name	2022	2023	2024	2025	2026
KPMG LLP	\$50,500	\$52,000	\$54,000	\$56,000	\$58,000

The above represents the combined cost of the Township consolidated audit, Library Board audit and Trust Funds audit. The above costs do not include any applicable taxes. The proposed 2023 budget is \$53,100 for the combined Township, Trust Funds, and Library Board financial statements. The fee quoted by KPMG LLP is within this budget.

**INTER-DEPARTMENTAL COMMENTS:**

No other departmental comments were considered necessary as part of this report, given that the responsibility of recommending the external auditors lies with the Treasury Department.

**CONCLUSION:**

KPMG LLP is being recommended as the Township's auditor for the fiscal years ending December 31, 2022, 2023, 2024, 2025 and 2026. KPMG LLP will be providing audit services for the Township's Consolidated Financial Statements, Library Board Financial Statements and Trust Funds Financial Statements. Once Council approval is received, the Township will enter into a written agreement with the firm for the completion of the audits, in the form of an engagement letter.

**Prepared by:**



Katelyn Hall, CPA, CA  
Deputy Treasurer/Manager of Finance

**Approved by:**



Bev Hendry  
CAO

**Reviewed & Submitted by:**



Donna DeFilippis, CPA, CA  
Treasurer/Director of Finance

**DATE:** January 30, 2023

**REPORT NO:** T-02-2023

**SUBJECT:** **2023 Interim Tax Bylaw**

**CONTACT:** Donna DeFilippis CPA CA, Treasurer/Director of Finance

**OVERVIEW:**

- A bylaw is required to authorize the issuance and collection of 2023 Interim Property Tax bills.

**RECOMMENDATION:**

That, Information Report T-02-2023 regarding the “2023 Interim Tax Bylaw”, dated January 30, 2023, be received for information.

**ALIGNMENT TO STRATEGIC PLAN:**

**Theme #6**

- Efficient, Fiscally Responsible Operations- the Township of West Lincoln is a lean organization that uses sustainable, innovative approaches and partnerships to streamline processes, deliver services and manage infrastructure assets.

**BACKGROUND:**

Submitting an Interim Tax By-Law is a standard practice every January. It allows for the collection of property tax prior to the approval of the annual budget. Interim taxes are typically due the last business days of February and April. The final tax levy, approved after budget adoption, is typically due the last business days of July and September.

**CURRENT SITUATION:**

Bylaw 2023-08 is presented this evening, which authorizes staff to charge an interim levy calculated as 50% of the total amount of taxes for municipal and school purposes levied the previous year. An annualized tax figure is used in this calculation to compensate for mid-year adjustments in tax treatment or assessment value. If a property did not have any mid-year adjustments, the interim levy should equal 50% of the amount shown on a property owner’s final 2021 tax notice. This by-law is based on the legislation as outlined in the Municipal Act, Section 317 (3). Since the interim levy is based on 50% of the previous year’s taxes levied, no schedule with tax rates is needed to accompany this by-law.

**FINANCIAL IMPLICATIONS:**

The collection of property taxes through the provision of an interim tax by-law is necessary to ensure that the Township has adequate cash-flow to meet its obligations. In addition, the Township must remit interim taxes to both the Niagara Region and the four local school boards.

**INTER-DEPARTMENTAL COMMENTS:**

This report was reviewed by the CAO.

**CONCLUSION:**

It is recommended that Council accept this report as an item of information.

**Prepared & Submitted by:**



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**Donna DeFilippis,  
Treasurer/Director of Finance**

**Approved by:**



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**Bev Hendry,  
CAO**

**DATE:** January 30, 2023

**REPORT NO:** C-01-2023

**SUBJECT:** **Update to Report No. C-07-2022 Regarding Non-Resident Hunting Licences**

**CONTACT:** Justin Paylove, Election Assistant  
Joanne Scime, Director of Legislative Services/Clerk

**OVERVIEW:**

- At the December 12<sup>th</sup>, 2022 Council meeting, Council referred Report No. C-07-2022 for further information.
- The Township of West Lincoln sets out a limitation of 250 licences for Non-Residents to hunt Small Game during open season.
- In the past 6 years, since 2016, the most the Township has ever used of their allotment of 250 licences per year was 36, or 14% of the total allowance in 2018.
- Despite 10 of the 12 Municipalities in the Niagara Region not having a Small Game By-Law, the Niagara Region has not reported a drop in population of the Ring-Necked Pheasant nor the European hare or Cottontail.
- The Township addresses its By-Laws by complaint only, and does not have the proper authority to enforce game restrictions on hunters within West Lincoln, which falls under Ministry of Natural Resources and Forestry control.
- Being within the 89(b) zone within the Wildlife Management Unit (WMU), West Lincoln shares its zone with other regions such as Wainfleet, Caledonia, Cayuga, and surrounding areas.

**RECOMMENDATION:**

1. That, Recommendation Report C-01-2023 regarding "Regulation of Small Game Hunting By-law (Pheasant and Rabbit Hunting) in the Township of West Lincoln" dated January 30, 2023, be received; and,
2. That, the Ministry of Natural Resources and Forestry be advised of the Township of West Lincoln request to repeal By-law 2010-37; and,
3. Upon written confirmation from the Ministry of Natural Resources and Forestry, that By-law 2010-37 be repealed.

**ALIGNMENT TO STRATEGIC PLAN:**

**Theme #6**

- **Efficient, Fiscally Responsible Operations** – The Township of West Lincoln is a lean organization that uses sustainable, innovative approaches and partnerships to streamline processes, deliver services and manage infrastructure assets.

## **BACKGROUND:**

On December 12<sup>th</sup>, 2022 Council referred report C-07-2022 regarding the proposed repeal of By-Law 2010-37, which covers Small Game Hunting Licences for Non-Residents, for further information. Questions were raised by some members of Council regarding the cost of running a licencing system for Non-Resident Small Game Hunting Licencing, how many licences the Township administers a season, the impact on animal populations without a Small Game Licence system, and the enforcement of the Small Games By-Law.

The Township of West Lincoln, over the course of the past 6 years (2016-2022), administered only 164 of the 1500 licences that the Township was able to administer, which equates to an effective use of approximately 11% of the non-resident Small Game Licencing Program. The Township allows for the administration of up to 250 licences a season. A breakdown of the numbers can be seen below:

2016: Approx. 26 licences (Some sold at \$6 instead of \$8 + applicable taxes)  
 2017: Approx. 22 licences (Some sold at \$6 instead of \$8 + applicable taxes)  
 2018: Approx. 36 licences (Some sold at \$6 instead of \$8 + applicable taxes)  
 2019: 18 licences  
 2020: 30 licences  
 2021: 18 licences  
 2022: 14 licences

Despite a low registration rate for Non-Resident Small Game Hunting licences within West Lincoln, as well as most of the Niagara Region not having Small Game Hunting licences, the population of the Ring-Neck Pheasant as well as the European Hare and Cottontail are not under threat. This suggests that although a licensing system is not in effect for the vast majority of the Niagara region, these areas have not seen a massive influx of Non-Resident hunters. These species are not at risk on either the Ministry of Natural Resources or Forestry protected species list, nor are they listed as close to being at risk by the Niagara Region. The population of Small Game outlined within the 2010-37 By-Law has not seen meaningful changes in population rates despite 10 of the 12 Niagara Region Municipalities not having a Small Game licencing By-Law, as well as most municipalities in Ontario not having a Small Game licencing By-Law.

Non-Resident hunters and Resident hunters are still required to have the proper provincial licencing (an Outdoors Card) as well as proper licencing for firearms, if in use, to hunt any game within Ontario. By-Law 2010-37 covers only Ring-Necked Pheasants as well as European Hares and Cottontail, which are game that do not require a tag or lottery system to hunt. While there are still limitations on the hunting of these specific animals, for example per day amounts as well as amount on your person, this is enforced by the Ministry of Natural Resources and Forestry, and would not be able to be enforced by our Township By-Law officer.

## **CURRENT SITUATION:**

In the Township of West Lincoln, By-Laws are dealt with on a complaint basis, thus a citizen would need to complain about the transgression of By-Law 2010-37 for the Township to involve themselves in the regulation of game. However, since hunting regulations are dealt with by the Ministry of Natural Resources and Forestry, and in some

cases by the Niagara Regional Police, the Township would not be within its legal ability to enforce this By-Law. If Council decides to uphold the licencing By-Law to protect the population of Small Game within West Lincoln, staff could reach out to the Ministry of Natural Resources and Forestry for more Conservation Officers to operate in our section of the Wildlife Management Unit (WMU), section 89(b); however, this may not be able to be ensured by the Township.

The process to repeal By-Law 2010-37 has been advised to staff by a contact within the Ministry of Natural Resources and Forestry. The process requires an official endorsement from Council on a staff recommendation, where the Ministry of Natural Resources and Forestry will consider the resolution, in which they typically respond within the month. It has been noted to staff that this process is typically quick, and the Ministry of Natural Resources and Forestry does not have an issue with this practice, as it has been done by the vast majority of all municipalities within Ontario. This has been indicated to be a formality, however the Ministry still requires a Council approved staff recommendation.

West Lincoln is only one of 3 Municipalities in Ontario who possess a licensing program for Non-Residents to hunt Small Game with the Town of Essex recently repealing their licensing By-Law. If Council chooses to uphold the licensing By-Law, staff recommends that the fee be increased from \$9.04 to \$24.00 to be more in line with the other 3 municipalities. Niagara on the Lake offers 200 licenses a year at \$10.50, Norfolk County offers their licenses at \$26.75, and the Township of Enniskillen offers their licences for \$25.00. In order to ensure the licensing program sufficiently covers its costs, based on the price of the licensing books and staff time, staff recommend that the increase from \$9.04 to \$24.00 is justified if Council wants the program to stay.

The Ministry of Natural Resources and Forestry confirms that, even without a municipal hunting By-Law, Non-Resident hunters will still be able to hunt pheasants and rabbits in West Lincoln provided that they have their Provincially issued Small Game hunting license and their Outdoors Card and the permission of the property owner to hunt on private property.

#### **FINANCIAL IMPLICATIONS:**

As outlined in the C-07-22 report, the current fees charged for hunting licences in the Township of West Lincoln are \$9.04, taxes included. In 2022, 14 licenses were sold for a total amount collected of \$126.56; net revenue of \$112.00.

Per the request of Council, the finance department has calculated an appropriate 2023 user fee related to the hunting license, based on the various service inputs. An appropriate cost-recovery fee would be \$24.00, which is inclusive of HST.

Although the suggested fee increase as listed above is \$24.00, this amount would only cover the cost to administer the license, therefore, staff is still recommending to repeal By-law 2010-37 as there is very little benefit and any enforcement of contravention would be addressed by the Ministry of Natural Resources and Forestry and/or the Niagara Regional Police.

**INTER-DEPARTMENTAL COMMENTS:**

This report was reviewed by the CAO, Deputy Treasurer/Manager of Finance and the Treasurer/Director of Finance.

**CONCLUSION:**

Staff are recommending that By-law 2010-37 being a By-Law to regulate the hunting of Ring-Necked Pheasants, Cottontails and European Hares within the Township of West Lincoln be repealed once staff have confirmation from the Ministry of Natural Resources and Forestry that this By-Law can be repealed. Once the By-Law has been repealed, staff will notify the Ministry that our Small Game hunting licence has been repealed, so that local enforcement officers are aware of the change and this information will be posted on the Township's website.

**Prepared by:**



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**Justin Paylove**  
Election Assistant

**Approved by:**



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**Bev Hendry,**  
CAO

**Submitted by:**



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**Joanne Scime,**  
Director of Legislative Services/Clerk

**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN**

**BY-LAW NO. 2023-01**

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN AT ITS REGULAR MEETING HELD ON THE 12<sup>th</sup> DAY OF DECEMBER, 2022 AND OF ITS SPECIAL MEETINGS HELD ON THE 9<sup>th</sup> AND 18<sup>th</sup> DAY OF JANUARY, 2023.**

**WHEREAS** the Municipal Act 2001, S.O. 2001, Chapter 25, as amended, Section 5(1), provides that the powers of a municipal corporation shall be exercised by its Council;

**AND WHEREAS** the Municipal Act 2001, S.O. 2001, Chapter 25, as amended, Section 5(3) provides that except where otherwise provided, the powers of any Council shall be exercised by by-law;

**AND WHEREAS** in many cases, action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual by-law;

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

1. That the minutes of the eighteenth meeting, regular, held on the 12<sup>th</sup> day of December, 2022, and of the first meeting, special, held on the 9<sup>th</sup> and 18<sup>th</sup> day of January, 2023, of the Municipal Council of the Corporation of the Township of West Lincoln, be and the same are hereby adopted.
2. That, where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the above mentioned minutes or with respect to the exercise of any powers by the Council in the above mentioned minutes, then this By-law shall be deemed for all purposes to be the By-law required for approving and authorizing and taking of any action authorized therein or thereby, or required for the exercise of any powers therein by the Council.
3. That, the Mayor and the proper officers of the Corporation of the Township of West Lincoln are hereby authorized and directed to do all things necessary to give effect to the said action of the Council or to obtain approvals where required and, except where otherwise provided, the Mayor, Clerk, and/or the Administrator are hereby directed to execute all documents necessary on behalf of the Corporation of the Township of West Lincoln and to affix thereto the corporate seal of the Corporation of the Township of West Lincoln.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
30<sup>th</sup> DAY OF JANUARY, 2023.**

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**MAYOR CHERYL GANANN**

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**JOANNE SCIME, CLERK**



**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN**

**BY-LAW NO. 2023-02**

**A BY-LAW TO ESTABLISH A MUNICIPAL HEALTH AND SAFETY  
POLICY STATEMENT FOR THE CORPORATION OF THE TOWNSHIP  
OF WEST LINCOLN AND TO REPEAL BY-LAW 2022-03.**

**WHEREAS** the Municipal Act, 2001, Statutes of Ontario, Chapter M.25 Section 11(2)(6) provides that a lower-tier municipality may pass by-laws respecting the Health, safety and well-being of persons;

**AND WHEREAS** the Corporation of the Township of West Lincoln realizes that it has the responsibility to provide a safe work environment for its employees;

**AND WHEREAS** the Council of the Corporation of the Township of West Lincoln now deems it expedient to establish a Health and Safety Policy statement;

**NOW THEREFORE** the Council of the Corporation of the Township of West Lincoln enacts as follows:

1. The Council of the Corporation of the Township of West Lincoln subscribes to the principle that nothing is more important than the health, safety and well being of our employees, contractors, visitors and the surrounding community.
2. That the Municipal Council and the management appointed by the Council will integrate health and safety into our strategies, processes and performance measures to continue to recognize that good health and safety performance supports good business results.
3. That the Council of the Corporation of the Township of West Lincoln will make every effort to provide a safe and healthy work environment and that all supervisors and employees will manage health and safety risks by eliminating, minimizing or controlling hazards.
4. That the Municipal Council and the management appointed by the Council will recognize it's ultimate responsibility for the employee health and safety and as such will strive for continuous improvement and will provide the leadership and internal capacity to make this happen.
5. That Senior Management appointed by the Council will participate in a health and safety leadership learning community, by providing and receiving information and best practices, thereby supporting continuous improvement and enabling effective leadership and internal capacity.
6. That the Municipal Council and the management appointed by the Council commit to provide an environment that enables all employees to participate and work collaboratively in developing, promoting and improving health and safety at work.
7. That By-Law 2022-03 be and is hereby repealed.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
30<sup>th</sup> DAY OF JANUARY, 2023.**

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**MAYOR CHERYL GANANN**

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**JOANNE SCIME, CLERK**

**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN**

**BY-LAW NO. 2023-03**

**BEING A BY-LAW TO CONFIRM VARIOUS  
APPOINTMENTS AND/OR RECOMMENDATIONS  
FOR APPOINTMENTS TO BOARDS,  
COMMITTEES & MUNICIPAL POSITIONS**

**WHEREAS** the Council of the Corporation of the Township of West Lincoln deems it desirable and necessary to appoint, and/or recommend for appointment, Members to Boards, Committees and Municipal Positions;

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

1. That the persons named in the following Schedules attached hereto and forming part of this by-law be and are hereby appointed, and/or recommended for appointment, as a member(s) of the Boards and/or Committees or municipal positions as designated on the Schedule and for the term so designated:
  1. Schedule A – West Lincoln Age Friendly Advisory Committee
  2. Schedule B – West Lincoln Heritage Committee
  3. Schedule C – West Lincoln Santa Claus Parade Committee
  4. Schedule D – Mayor’s Youth Advisory Committee
2. That By-laws 2018-114, 2019-03, 2019-52, 2020-25, 2020-29, 2020-84, 2021-65, 2021-75, 2021-109 be and are hereby repealed.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
30<sup>th</sup> DAY OF JANUARY, 2023.**

\_\_\_\_\_  
**MAYOR CHERYL GANANN**

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**JOANNE SCIME, CLERK**

**SCHEDULE “A” TO BY-LAW 2023-03**

**APPOINTMENT TO THE WEST LINCOLN AGE FRIENDLY ADVISORY  
COMMITTEE (WLAGAC)**

That, the following persons be and are hereby appointed to serve on the West Lincoln Age Friendly Advisory Committee (WLAFAAC) for the Township of West Lincoln for the 2022-2026 term, or until their successors are appointed:

Councillor  
Lisa Maychak  
Sue Langdon  
Linda Sivyer  
Antoinette (Toni) Mills  
John Ganann  
Kitty McGrail  
Karen Parker  
Judi Kelly

Council Representative: Councillor Terry Bell

**SCHEDULE “B” TO BY-LAW 2023-03**

**APPOINTMENTS TO THE WEST LINCOLN HERITAGE COMMITTEE**

That, the following persons be and are hereby appointed to serve as members on the West Lincoln Heritage Committee for the 2022-2026 term, or until their successors are appointed:

Wendy Veldman  
Allan McLaren  
Kathy Wetselaar  
Darren Draaistra

Council Representative: Councillor Shelley Bradaric

## **SCHEDULE “C” TO BY-LAW 2023-03**

### **APPOINTMENTS TO THE WEST LINCOLN SANTA CLAUS PARADE COMMITTEE**

That, the following persons be and are hereby appointed to serve on the West Lincoln Christmas Parade Committee until their successors are appointed:

1. Nicole Scime
2. Joel Scime
3. Chantel Poliquin
4. Scott Crawford
5. Vicky Poliquin
6. Leslie Clark
7. Jane Rogers
8. Peggy Cook
9. Wendy Joyner – Township Liaison
10. Councillor William Reilly

**SCHEDULE “D” TO BY-LAW 2023-03**

**APPOINTMENTS TO THE MAYOR’S YOUTH ADVISORY COMMITTEE**

That, the following persons be and are hereby appointed to serve on the Mayor’s Youth Advisory Committee until their successors are appointed:

- 1. Carter Pataran
- 2. Carson McFarlane
- 3. Reighan Van Duzen
- 4. Seth Chechalk

# THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

## BY-LAW 2023-04

### BY-LAW TO DELEGATE POWERS AND DUTIES TO THE DIRECTOR OF PLANNING AND BUILDING AS AUTHORIZED UNDER SECTION 23.1 OF THE *MUNICIPAL ACT* IN ORDER TO EXECUTE AGREEMENTS MADE UNDER VARIOUS SECTIONS OF THE *PLANNING ACT*

**WHEREAS** Section 23.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25 (the “Act”), as amended, provides that the Council may delegate its powers and duties under any Act to a person or body;

**AND WHEREAS** the *Planning Act*, R.S.O. 1990, c.P. 13, provides that the municipality may enter into Agreements in order to implement land use planning within the Township, with respect to various forms of approval;

**AND WHEREAS** the Council of the Township of West Lincoln has previously delegated to the Director of Planning and Building the power to approve and decide upon Site Plans and Agreements including the authority to impose conditions of approval (By-law No. 2022-80) and has delegated to the Director of Planning and Building the power to execute Site Plan Agreements made under Section 41 of the *Planning Act* (By-law No. 2022-81);

**AND WHEREAS** the Council of the Township of West Lincoln considers the enactment of this by-law and the delegation of the powers and duties in accordance with this by-law to be appropriate, as it will provide for efficient and responsive decision-making and management of the Municipal Corporation and enhance the ability of the corporation to respond to planning issues;

**NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF WEST LINCOLN** enacts as follows:

1. That the Director of Planning and Building be delegated powers and duties under Section 23.1 of the *Municipal Act, 2001*, in order to execute the following Agreements made under various provisions of the *Planning Act*, R.S.O. 1990, c.P. 13, as amended:
  - (a) Agreements required to satisfy development or other approval under the *Planning Act* including Agreements under Section 40 for parking, Section 45 relating to minor variances, Section 51 for subdivisions and Section 53 for consents;
  - (b) Agreements to implement an application to remove part lot control and to cause a by-law to be passed by Council to designate lands not subject to or exempt from part lot control under the *Planning Act*.

2. That in the event the Director of Planning and Building is absent for any reason, the said authority of Council is delegated to the person or persons designated in writing by the Director of Planning and Building to act as the said Director during their absence.
3. That any Agreement executed by the Director of Planning and Building, or designate, pursuant to the provisions of this by-law, must include the words "I have the authority to bind the Corporation" under the signature of the Director of Planning and Building or designate.
4. That this by-law shall come into force and effect upon the passing of this by-law.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
30<sup>th</sup> DAY OF JANUARY, 2023.**

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**MAYOR CHERYL GANANN**

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**JOANNE SCIME, CLERK**



**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN**

**BY-LAW 2023-05**

**BEING A BY-LAW TO AMEND SCHEDULE A OF BY-LAW  
2008-79 WHICH PROVIDED FOR APPOINTMENTS TO THE  
TOWNSHIP OF WEST LINCOLN PUBLIC LIBRARY BOARD**

**WHEREAS** the Council of the Corporation of the Township of West Lincoln enacted by-law 2008-79 to appoint a Library Board and to delegate the authority for the Members of the Corporation of the Township of West Lincoln Public Library Board to adopt policies, procedures and conditions for the operation of the West Lincoln Public Libraries;

**AND WHEREAS** Schedule “A” of By-law 2008-79 provides for persons appointed to the Township of West Lincoln Public Library Board;

**AND WHEREAS** Council deems it necessary appoint individuals to sit as Board Members for the term concurrent with Council, 2022-2026 term, or until their successors are appointed.

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

1. That, By-law 2008-79 be and is hereby amended by deleting Schedule “A” and inserting a new Schedule “A” attached hereto, which provides for appointment of members to the West Lincoln Public Library Board.
2. That, By-laws 2018-111 be and are hereby repealed.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
30<sup>th</sup> DAY OF JANUARY, 2023.**

\_\_\_\_\_  
**MAYOR CHERYL GANANN**

\_\_\_\_\_  
**JOANNE SCIME, CLERK**

**SCHEDULE “A” TO BY-LAW 2023-05**

**PERSONS APPOINTED TO THE TOWNSHIP OF WEST LINCOLN  
PUBLIC LIBRARY BOARD**

The following persons be and are hereby appointed to serve on the Township of West Lincoln Public Library Board for the term of Council 2022-2026 or until their successors are appointed:

Wendy Wilson  
Debra Terryberry  
David Kurth  
Peggy Cook  
Leanne Reilly  
Julie Adams  
Judi Kelly

Councillor Shelley Bradaric

**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN**

**BY-LAW NO. 2023-06**

**A BY-LAW TO ESTABLISH A COURT OF REVISION UNDER  
THE PROVISIONS OF THE DRAINAGE ACT, R.S.O. 1990,  
CHAPTER D.17.**

**WHEREAS** it is provided by Section 97 of the Drainage Act, R.S.O. 1990 Chapter D. 17, that the Court of Revision for the purposes of the Drainage Act shall consist of three (3) or five (5) members appointed by the Council of the initiating municipality and such members, other than members of the Council, may be paid such remuneration and expenses as the Council may by by-law provide;

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

1. That a Court of Revision for the Township of West Lincoln be and the same is hereby established pursuant to the provisions of the Drainage Act, R.S.O. 1990, Chapter D.17.
2. That the following persons be and they are hereby appointed to the said Court of Revision, namely:
  - (a) Ken Durham
  - (b) Councillor Jason Trombetta
  - (c) Councillor Joann Chechalk
3. That, the said members so appointed to the Court of Revision shall hold office during term of Council 2022-2026 or until their successors are appointed.
4. That the said members of the Court of Revision shall elect a Chair from among its members to hold office during his/her appointment or until his/her successor is appointed.
5. Each member of the Court of Revision so appointed, other than members of the Council, shall be paid as remuneration the sum of Sixty (\$60.00) dollars for each sitting of the Court attended. For the purpose of this section, a sitting of the Court of Revision shall be deemed to commence with the opening of Court and to conclude when the Court adjourns for the day, provided that if the number of matters to be dealt with requires the Court to sit for more than three consecutive hours shall be deemed to be a second sitting of the Court.
6. The members of the Court of Revision so appointed, other than Members of the Council of the Township of West Lincoln, shall further be paid a mileage allowance at a rate equivalent to the Region of Niagara's mileage policy in respect of each kilometer necessarily traveled in and about the business of the said Court of Revision, including but not so as to limit the generality of the foregoing, attendance at sittings of the Court of Revision, meetings to make decisions on evidence heard at the sittings of the Court, and inspections as are necessary in connection with the business of the said Court of Revision.
7. That, By-law 2018-112 be and is hereby repealed.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
30<sup>th</sup> DAY OF JANUARY, 2023.**

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**MAYOR CHERYL GANANN**

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**JOANNE SCIME, CLERK**

**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN**

**BY-LAW NO. 2023-07**

**A BY-LAW TO APPOINT STOCK VALUERS IN THE TOWNSHIP  
OF WEST LINCOLN FOR THE 2022-2026 TERM OR UNTIL THEIR  
SUCCESSORS ARE APPOINTED.**

**WHEREAS** it is deemed expedient to appoint Stock Valuers in the Township of West Lincoln for the term of Council 2022-2026 in accordance with the requirements of the Livestock, Poultry & Honey Bee Protection Act, R.S.O. 1990, Chapter L24, Section 4(1).

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

1. That, the following named persons be and they are hereby appointed **STOCK VALUERS** in the Township of West Lincoln, Region of Niagara, for the 2022-2026 term or until their successors are appointed:  
  

(a) Clifford Travis
2. That, the fees for the above noted appointments shall be established from time to time by resolution of Council.
3. That, By-law 2018-113 be and is hereby repealed.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
30<sup>th</sup> DAY OF JANUARY, 2023.**

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**MAYOR CHERYL GANANN**

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**JOANNE SCIME, CLERK**

# THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

## BY-LAW NO. 2023-08

### **BEING A BY-LAW TO PROVIDE FOR AN INTERIM TAX LEVY AND TO PROVIDE FOR THE PAYMENT OF TAXES AND TO PROVIDE FOR PENALTY AND INTEREST OF FIFTEEN PERCENT.**

**WHEREAS** the Council of the Corporation of the Township of West Lincoln has not adopted the estimates for the year 2023:

**WHEREAS** Section 317 (1) of The Municipal Act, 2001, S.O. 2001, c. 25, provides that the council of a local municipality, before the adoption of the estimates for the year, under Section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes;

**AND WHEREAS** the Council of this municipality deems it appropriate to provide for such interim levy on the assessment of property in this municipality;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN enacts as follows:**

In this by-law the following words shall be defined as:

“Minister” shall mean the Minister of Finance;

1. The amounts to be levied shall be as follows:

- (a) the percentage prescribed by the Minister of Finance; or
- (b) 50%, if no percentage is prescribed,

of the total taxes for municipal and school purposes levied on the property in the year 2022.

2. The amounts under Paragraph 1 shall be levied after the return of the assessment roll for 2023, according to the assessment roll, as returned by the Municipal Property Assessment Corporation.

For the purpose of calculating the total amount of taxes for the year 2022 under paragraph 1, if any taxes for municipal and school purposes were levied on a property for only part of 2022 because assessment was added to the collector's roll during 2022, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.

3. The provisions of this by-law apply in the event that assessment is added for the year 2023 to the collector's roll after the date this by-law is passed and an interim levy shall be imposed and collected.

4. All taxes levied under this by-law shall be payable into the hands of the Treasurer in accordance with the provisions of this by-law.

5. The said interim tax levy shall become due and payable in two (2) installments as follows:

- (a) Fifty percent (50%) of the interim tax levy shall become due and payable on the 28<sup>th</sup> day of February, 2023, and
- (b) The balance of the interim tax levy shall become due and payable on the 28<sup>th</sup> day of April, 2023
- (c) Nonpayment of the amount on the dates stated in accordance with this section shall constitute default.

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- 6.     (a)     “Default” in this section shall mean “the first day following the date taxes are due”.
  - (b)     There shall be imposed on all taxes a penalty for non-payment or late payment of taxes. Penalty and interest is fixed at a rate of 1.25%. Penalty and interest will accrue on unpaid taxes commencing the first day of default and also on the first day of each calendar month thereafter.
  - 7.     (a)     On all taxes of the interim tax levy in default on January 1, 2024, interest will be added at the rate of 1.25 percent per month for each month or fraction thereof of default.
  - (b)     On all other taxes in default on January 1, 2024, interest shall be added at the rate of 1.25 percent per month or fraction thereof, and all by-laws and parts of by-laws inconsistent with this policy are hereby rescinded.
  - 8.     The subsequent levy for the year 2023 to be made under the Municipal Act shall be reduced by the amount to be raised by the levy imposed by this by-law.
  - 9.     The provisions of s.317 of the Municipal Act as amended apply to this by-law with necessary modifications.
  - 10.    Penalties and interest added on all taxes of the interim tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid interim tax levy.
  - 11.    The Treasurer shall cause to be mailed to the residence or place of business of such person indicated on the last revised assessments roll, a notice specifying the amount of taxes payable.
  - 12.    A failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any installment, does not affect the timing of default or the date from which interest shall be imposed.
  - 13.    All taxes shall be paid into the office of the Treasurer or to such financial institutions authorized by the Municipal Act and approved by the Treasurer.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
30<sup>th</sup> DAY OF JANUARY 2023.**

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**MAYOR CHERYL GANANN**

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**JOANNE SCIME, CLERK**

**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN**

**BY-LAW NO. 2023-09**

**BEING A BY-LAW TO AMEND BY-LAW 2018-108, AS AMENDED, WHICH APPOINTS A COMMITTEE OF ADJUSTMENT, DELEGATES THE AUTHORITY FOR CONSIDERING APPLICATIONS FOR MINOR VARIANCES AND CONSENTS, PROVIDES FOR COMPENSATION FOR THE MEMBERS OF THE COMMITTEE OF ADJUSTMENT, ADOPTS POLICIES, PROCEDURES AND CONDITIONS FOR THE OPERATION OF THE COMMITTEE OF ADJUSTMENT, AND ESTABLISHES A TARIFF OF FEES UNDER THE PLANNING ACT.**

**WHEREAS** the Council of the Corporation of the Township of West Lincoln enacted By-law 2018-108 to appoint a Committee of Adjustment, to delegate the authority for considering applications for minor variances and consents, to provide for compensation for the members of the Committee of Adjustment, to adopt Policies, Procedures and Conditions for the Operation of the Committee of Adjustment, and to establish a Tariff of Fees under the Planning Act;

**AND WHEREAS** the Township of West Lincoln now deems it expedient to amend Schedule “A” of By-law 2018-108 which provides for persons appointed to serve on the Committee of Adjustment for the Township of West Lincoln;

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

1. That, By-law 2018-108 be amended by deleting Schedule “A” and inserting the attached new Schedule “A” in lieu thereof.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
30<sup>th</sup> DAY OF JANUARY, 2023.**

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**MAYOR CHERYL GANANN**

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**JOANNE SCIME, CLERK**

**SCHEDULE “A” TO BY-LAW # 2018-108**  
**(as amended by By-laws 2020-49, 2021-73, 2022-23, 2022-84 and 2023-09)**

**PERSONS APPOINTED TO THE  
COMMITTEE OF ADJUSTMENT  
FOR THE TOWNSHIP OF WEST LINCOLN**

The following persons are appointed to serve on the Committee of Adjustment for the Township of West Lincoln for a term ending December 1, 2026, or until their successors are appointed:

- (1) Peter Forsberg
- (2) Bonnie Baarda
- (3) Deborah Coon-Petersen
- (4) Kim Willis
- (5) Peggy Cook