



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN COUNCIL AGENDA

MEETING NO. SEVEN

Monday, April 24, 2023, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

NOTE TO MEMBERS OF THE PUBLIC: All Cell Phones, Pagers and/or PDAs to be turned off. Members of the public who are attending and participating virtually are reminded to keep their microphones muted until they are acknowledged to speak. 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.

Pages

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

Prior to commencing with the Council agenda, Mayor Ganann read the following announcements:

1. Comments from the public for a matter that was on the agenda may be provided in person by attending the meeting and advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.
2. For those individuals that were unable to attend the meeting in person, could submit comments for matters that are on the agenda by either (1) emailing jscime@westlincoln.ca before 4:30 pm today. Any comments submitted will be considered as public information and read into public record OR (2) by contacting the Clerk's Department to request a Zoom Link to attend the meeting virtually.
3. This meeting was being livestreamed. The link to watch the meeting live could be found on the Township's website by selecting the "Township Office" tab at the top of the website, click the Council or Standing Committee meetings tab and scroll down the meeting list to find the link.
4. This meeting is being recorded and will be available to view by clicking the meeting video link found on the Township's website within 48 hours after the meeting unless otherwise noted.

2. **LAND ACKNOWLEDGEMENT STATEMENT**

Mayor Ganann will read the following 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-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.

3. OPENING PETITION - Councillor Mike Rehner

4. CHANGE IN ORDER OF ITEMS ON AGENDA

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

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

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

3. The Mayor to inquire if there is anyone present at the meeting who wish to address a specific item on the agenda, as permitted under Section 6.7 of the Procedural By-law.

7. APPOINTMENTS/PRESENTATIONS

- 7.1 Kailie Pyott, Municipal Property Assessment Corporation (MPAC)
Re: MPAC 101
POWERPOINT PRESENTATION ATTACHED

8. REGIONAL COUNCILLOR’S REMARKS

9. CONFIRMATION OF MINUTES

- 9.1 Council Minutes - Regular
Re: March 27, 2023
- 25

Moved By Councillor Terry Bell
That, the minutes of the open session portion of the March 27, 2023 regular Council meeting be accepted.

10. COMMUNICATIONS

There are no communications.

11. MAYOR’S REMARKS

12. REPORT OF COMMITTEE

- 12.1 Planning/Building/Environmental Committee
Re: Minutes - April 11, 2023
- 45

Moved By Councillor William Reilly

1. That, the minutes of the open session portion of the April 11, 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 April 11, 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

- 12.2 Administration/Finance/Fire Committee
Re: Minutes - April 17, 2023
- 55

Moved By Councillor Jason Trombetta
That, the minutes of the April 17, 2023 Administration/Finance/Fire Committee meeting, be accepted, and the recommendations contained therein, be approved

with the exception of Item#(s)_____.

- 12.3 Public Works/Recreation/Arena Committee
- 73

Re: Minutes - April 17, 2023

Moved By Councillor Mike Rehner

That, the minutes of the April 17, 2023 Public Works & Recreation Committee meeting, be accepted, and the recommendations contained therein, be approved

with the exception of Item#(s)_____.

13. 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.

14. 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.

15. OTHER BUSINESS

- 15.1 Director of Planning and Building (Brian Treble)
Re: Memorandum - Appointment of John Bartol as Chief Building Official

80

RECEIVED FOR INFORMATION

- 15.2 Councillor Joann Chechalk
Re: Motion in Support of Bill 5 - Stopping Harassment and Abuse by Local Leaders Act

Moved By Councillor Joann Chechalk

WHEREAS municipally elected leaders do not have an appropriate accountability structure when it comes to perpetrating violence and harassment in the workplace; and

WHEREAS a fundamental, underlying principle of broadening diversity, equity and inclusion in politics rests on the assumption that the workplace is safe; and

WHEREAS Bill 5, the *Stopping Harassment and Abuse by Local Leaders Act* would require Councillors to comply with the workplace violence and harassment policies of the municipality they represent, permit municipalities to direct the Integrity Commissioner to apply to the court to vacate a member's seat for failing to comply with the

municipality's workplace violence and harassment policies as well as restrict officials whose seat has been vacated from seeking immediate subsequent re-election; and

WHEREAS over 40 municipalities have formally endorsed and communicated public support for Bill 5; and

WHEREAS Bill 5 would both hold accountable and protect all municipal officials;

NOW THEREFORE BE IT RESOLVED that the Township of West Lincoln Council express its support for Bill 5, *Stopping Harassment and Abuse by Local Leaders Act*;

FURTHER that this resolution be sent to the Hon. Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, and local area MPPs.

- 15.3 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)
- 15.4 Members of Council
 Re: Council Remarks

16. 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.

17. BY-LAWS

Moved By Councillor Shelley Bradaric

- 1. That, leave be granted to introduce By-law #s 2023-30, 2023-31, 2023-32, 2023-33, 2023-34, 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.

17.1 BY-LAW 2023-30 81
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 27th day of March, 2023.

17.2 BY-LAW 2023-31 82
A By-law to appoint John Bartol as a Chief Building Official, Municipal By-law Enforcement Officer and Property Standards Officer for the

Corporation of the Township of West Lincoln.

- 17.3

BY-LAW 2023-32
A By-law to amend Zoning By-law 2017-70, as amended, of the Township of West Lincoln (DeHaan Home Inc - Lots 20, 56 & 57, Regional Road 20 - Removal of Holding Symbol - Upgrades to St. Catharines Street to the satisfaction of the Region of Niagara shall be completed prior to any development or site alteration)

83
- 17.4

BY-LAW 2023-33
A By-law to amend Schedule "F" of By-law 2023-11, to remove former Heritage Committee member Allan McLaren.

85
- 17.5

BY-LAW 2023-34
A By-law to authorize an agreement between the Corporation of the Township of West Lincoln and Walkers Construction Limited for the 2023 Road Rehabilitation Work Project.

87
18.

CONFIDENTIAL MATTERS
There are no confidential matters.
19.

ADJOURNMENT
The Mayor to declare this meeting adjourned at the hour of _____.

Request to Speak at a Meeting

If you are interested in appearing in person at a Council or Standing Committee meeting to present information or an opinion on a matter, please fill in the form below.

Please note: Your request must be submitted by 4:30 p.m. 10 days prior to the Committee or Council meeting.

Full Name: *

Kailie Pyott

Who are you representing? *

- ☐ Self
- ☒ Group/Organization

Group or Organization Name: *

Municipal Property Assessment Corporation (MPAC)

Street Address: *

659 Upper James St Suite 201

Town/City: *

Hamilton

Postal Code: *

L9C5R8

How would you like us to contact you? *

- ☒ Email
- ☐ Telephone

Email Address: *

kailie.pyott@mpac.ca

Presentation Details

Which meeting would you like to present at? * ?

Council

Requested Meeting Date: *

4/24/2023



What is the presentation topic? *

MPAC 101

Do you have a presentation (slide deck)? *

Please upload your presentation materials.

☒ Yes

☐ No

Have you presented before on this topic? *

☐ Yes

☒ No

Please provide details on your presentation. Include questions or requests of the Committee or Council. *

slide deck will be provided close to the council meeting. Potential to update slide dependent on any announcement from the MOF

Collection of Personal Information

Personal information on this form is collected under the authority of Section 6 of the Township of West Lincoln's Procedural By-Law for the purpose of contacting individuals and/or organizations requesting an opportunity to appear as a delegation before a Committee or Council.

Any questions about the collection, use and disclosure of personal information should be addressed to the Township Clerk:

- Email: clerk2@westlincoln.ca
- Telephone: 905-957-3346

Thank You

Thank you for your submission. Please be advised that you will be contacted by email or by phone by a member of the Clerk's Department to confirm your appointment, provide further details and/or clarify any issues.

A light blue map of the province of Ontario is centered on a dark blue background. A white dashed rectangular border is superimposed over the map, with the text 'MPAC' and 'Property Assessment in Ontario' centered within it.

MPAC

Property Assessment
in Ontario

Ontario's Property Experts



5.5

MILLION

MPAC's database hosts information for over 5.5 million properties across Ontario.

37

BILLION

There was more than \$37 billion of new assessment captured in 2022.

3

TRILLION

Ontario's total property value exceeds \$3 trillion.



Ontario Government

Establishes the province's assessment and taxation laws, sets the valuation date and determines education tax rates.



MPAC

Calculates, captures and distributes assessments for all properties and buildings across Ontario.



Municipalities

Determine revenue requirements, set municipal tax rates and collect property taxes to pay for municipal services.



Property Owners

Pay property taxes for community services and education taxes to help fund elementary and secondary schools in Ontario.

Maintaining Ontario's Property Database



Provincial, Municipal and
Property Owner Support
& Guidance



New Assessment
Forecasting & Market
Analysis/Trends



Municipal Financial
Planning & Insights



Vacancy and Tax
Applications for
Commercial, Business
& Residential



Requests for
Reconsideration &
Appeal Processing



Processing Severances
and Consolidations





MPAC conducts
property valuation
updates, referred to
as **reassessments**.

Property values continue to be based on the market at **January 1, 2016**, which is our current valuation date.



How We Assess Property

Direct Comparison Approach



Residential



Condos



Vacant Land

We analyze recent sales of **comparable properties** that were sold for a similar or identical use as the **property to be valued**.

The 5 Major Factors



Location



Lot Size



Quality of Construction



Square Footage



Age of Property

Did you know?


Five major factors account for approximately **85%** of a property's assessed value.

MPAC's Role in The **Building** **Permit** Process

Municipalities rely on MPAC to take their building permits and plans and **turn them into assessment.**

Municipalities tax property owners **based on those assessments.**

The sooner MPAC delivers assessments, the faster municipalities realize **new revenue.**



Resolving Assessment Concerns

1



Reflect on the
Current Value
Assessment

2



Visit MPAC's
AboutMyProperty.ca
to confirm details

3



View similar
properties and
their assessed
values

4



Submit a Request
for Reconsideration
if you disagree

Let's Talk **Property Taxes**

Each year, **municipalities** decide how much money they need to raise from property taxes **to pay for services** and **determine tax rates** based on that amount.



Your property's assessed value, provided by MPAC.



Municipal and education tax rates* for your property type.



Property taxes you pay.

Ready with Resources for You



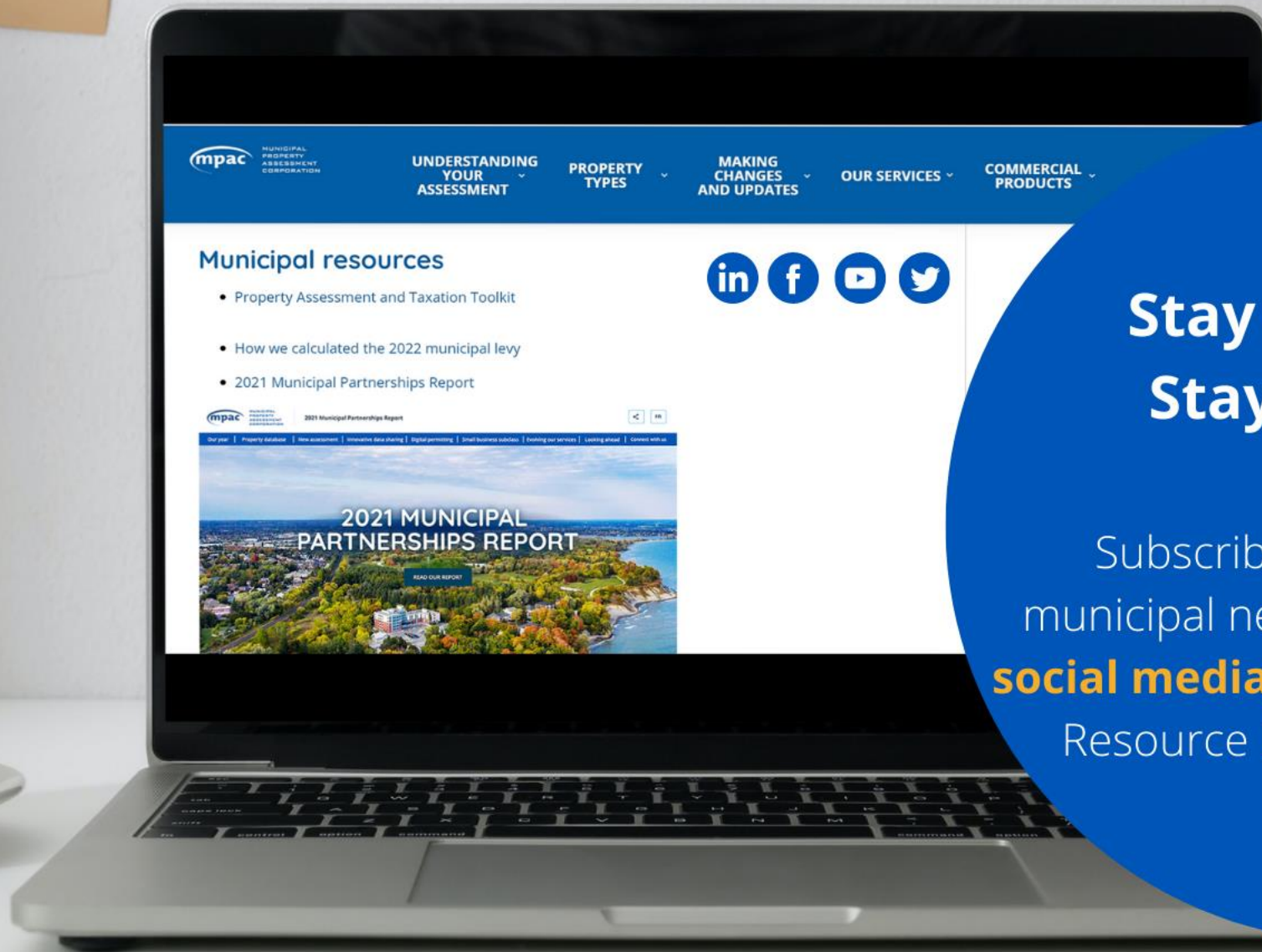
MYTH	FACT
<p>My property value has doubled.</p> <p>My property taxes will double.</p> <p></p>	<p>There is no 1:1 relationship between the change in your assessed value and change in taxation.</p> <p></p>



How will my Property Assessment Impact my Taxes?



Watch the video to **learn more.**



Stay **Connected**, Stay **Informed**

Subscribe to **InTouch**, our municipal newsletter, follow us on **social media**, and visit our Municipal Resource Library on **mpac.ca**.



Your Municipal Contacts

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Account Manager

Kailie.Pyott@mpac.ca

289.335.0876

Jon Hebden

Regional Manager

Jon.Hebden@mpac.ca

226.317.0274



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

COUNCIL MINUTES

MEETING NO. SIX

March 27, 2023, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

Staff: Joanne Scime, Director of Legislative Services/Clerk
Bev Hendry, CAO
Mike DiPaola, Director of Public Works and Recreation
Brian Treble, Director of Planning and Building
Kevin Geoghegan, IT Help Desk Analyst
Jennifer Bernard, Coordinator of Engineering Services*
Dave Heyworth, Manager of Planning

Others: Rob Cosby
Benny Wan, AECOM*
Lucy Horne*
Karl Grueneis, AECOM*
Edward Stubbing, AECOM*
Aaron Farrell, WSP Environment & Infrastructure Canada*
Judi Kelly, West Lincoln Library Board Chair*
Suzanne Mammel, Stantec Consulting Ltd.
John Ganann
Klaas Zeldenrust
Kevin Shraam, WeeStreem
And Approximately 2 other members of the public
***= IN ATTENDANCE PART-TIME**

1. SINGING OF "O CANADA" - Cairn Christian School

Prior to commencing with the Council agenda, Mayor Ganann read the following announcements:

1. Regional Councillor Witteveen provided advance notice that he will not be in attendance for this evening's Council Meeting.
2. Comments from the public for a matter that was on the agenda may be provided in person by attending the meeting and advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.
3. For those individuals that were unable to attend the meeting in person, could submit comments for matters that are on the agenda by either (1) emailing jscime@westlincoln.ca before 4:30 pm today. Any comments submitted will be considered as public information and read into public record OR (2) by contacting the Clerk's Department to request a Zoom Link to attend the meeting virtually.
4. This meeting was being livestreamed. The link to watch the meeting live could be found on the Township's website by selecting the "Township Office" tab at the top of the website, click the Council or Standing Committee meetings tab and scroll down the meeting list to find the link.
5. This meeting is being recorded and will be available to view by clicking the meeting video link found on the Township's website within 48 hours after the meeting unless otherwise noted.

2. LAND ACKNOWLEDGEMENT STATEMENT

Mayor Ganann will read the following:

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-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.

3. OPENING PETITION - Councillor Joann Chechalk

4. CHANGE IN ORDER OF ITEMS ON AGENDA

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

5. 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 with respect to matters that are on this evening's Council agenda; however, below was a list of disclosures of pecuniary interest and/or conflict of interest that were made at the March 20th, 2023 Administration/Finance/Fire Committee meeting (minutes included on this evening's Council Agenda for approval) as it relates to Councillor Reilly's perceived conflict of interest as noted below.

5.1 March 20, 2023 - Administration/Finance/Fire Committee - Item A19-23 Recommendation Report No. T-08-2023 Operating and Capital Budget Final Report

Councillor Reilly declared a perceived conflict of interest/pecuniary interest with respect to Item A19-23(B) and A19-23(C) being part of Staff Report T-08-2023 Operating and Capital Budget Final Report, specifically with respect to the following:

1. The West Lincoln Public Library Board - his wife is a member of the West Lincoln Public Library Board; and,
2. McNally House Hospice Fundraising Request - Councillor Reilly was being considered for the appointment on their Board of Directors; and,
3. Paving of Vaughan Road from Caistor Gainsborough Townline Road to Wellandport Road - Councillor Reilly has a colleague that lives on this road.

6. APPOINTMENTS/PRESENTATIONS

6.1 Township Consultants - Master Community Plan

1. Aaron Farrell, Senior Associate – Water Resources - Subwatershed and Stormwater Management Project Manager, WSP Environment & Infrastructure Canada Limited
Re: Subwatershed Study and Stormwater Master Plan for Infilling and Intensification in existing Smithville
2. Edward Stubbing, Department Manager ITS Emerging Technologies, Canada, AECOM
Re: Transportation Master Plan
3. Benny Wan, Senior Technical Director Hydraulics, AECOM
Re: Water/Wastewater Master Plan

4. Karl Grueneis, Senior Environmental Planner, AECOM
Re: Integrated Master Plan Report

The Director of Public Works & Recreation advised that prior to introducing this evening's presenters he noted that in 2019 the Township of West Lincoln undertook an urban boundary expansion and master community plan, which was undertaken to provide a framework for Smithville to grow over the next 30 years. The Director stated that as part of the Master Community Plan there were a number of master plans that were completed including a Subwatershed Study, a Stormwater Master Plan, a Transportation Master Plan and a Water and Wastewater Master Plan. These studies and plans were undertaken to form a comprehensive and coordinated planning process that will meet the required approvals necessary under both the Planning Act as well as the Environmental Assessment Act.

The Director of Public Works & Recreation advised that the first presenter this evening was Aaron Farrell of WSP Environment & Infrastructure Canada Limited, who was the author of the Subwatershed Study and the Stormwater Master Plan. The Director of Public Works & Recreation stated that the Subwatershed Study was completed in three phases to characterized the watershed and evaluate the impact of the planned urbanization on the natural environment and to provide recommendations for water course and stormwater management. The Director stated that the Stormwater Master Plan was undertaken to establish stormwater management requirements for future infill, intensification and redevelopment within the existing urban boundary of Smithville. Following Mr. Farrell's presentation, Ed Stubbing will speak to the Transportation Master Plan. Mr. Stubbing is a Transportation Engineer with a AECOM and was the author of the Transportation Master Plan. The primary goal of the Transportation Master Plan was to (1) complete an assessment and determine the impacts of the existing transportation network as a result of the projected growth, and to provide recommendations and other mitigation measures and (2) to identify upgrades to the existing road corridors and intersections, and development of new transportation infrastructure such as roads, intersections and other opportunities for trail connections for pedestrians and cyclists to support the growth related to the urban boundary expansion. The next speaker will be Benny Wan of AECOM, who is a water and wastewater servicing engineer with AECOM and the author of the water and wastewater master plan. The primary goal of the water and wastewater master plan is to determine the impacts of

the water and wastewater system as it relates to the growth, to develop various services and options and to identify the preferred recommended servicing solution to support the urban boundary and related growth. The last presenter will be Karl Grueneis, who is a Senior Environmental Planner with AECOM and the author of the Integrated Master Plan Report. Mr. Grueneis will summarize how the Master Community Plan, the Planning Act and the Municipal Class Environmental Assessment process are all integrated so that land-use planning and municipal servicing infrastructure decisions can be made at the same time. The Director explained that the applications for all of the Master Plans will ensure that Smithville develops at a sustainable rate with the supporting infrastructure necessary to accommodate the projected growth. The Director of Public Works & Recreation advised that he would turn to the presenters to commence their presentation, starting first with Aaron Farrell to address the Subwatershed Study and Stormwater Master Plan.

Aaron Farrell, WSP Environment & Infrastructure Canada Limited, who wrote the Sub-Watershed Study and Stormwater Management Plan, reviewed his portion of the PowerPoint Presentation as attached to the agenda.

Ed Stubbing, AECOM, reviewed the portion of the PowerPoint Presentation relating to the Transportation Master Plan.

Benny Wan, AECOM, reviewed the portion of the PowerPoint Presentation as it relates to the Water and Wastewater System Assessment and Plan.

Karl Grueneis reviewed the portion of the PowerPoint Presentation as it relates to the Integrated Planning Act, Municipal Class Environmental Assessment (MCEA) Report, a summary of the communication and consultation program, and reviewed the next steps including the following: (1) making the Integrated Planning Act and Municipal Class Environment Assessment report which will be available for public review in the near future (2) in April, the MCEA Notice of Completion in conjunction with Niagara Region's approval of OPA 62 and 63 are expected to occur which is estimated to happen shortly after April 20th; and, (3) subject to no appeals, or resolution of appeals, the final notice documenting approval of the MCEA Integrated Process will be issued and noted that there would be an opportunity to adjust servicing that were identified and approved through future Block Plan and MESP process including MCEA addendum, if required.

Mr. Grueneis concluded the team's presentation and advised that the team members were available to address any questions and/or concerns.

Councillor Reilly advised that during the last term of Council, there were options were presented with respect to the Smithville bypass and it was his recollection that option c was taken off the table as it would go through some residential areas and schools and questioned why this option was still being shown if his recollection was correct with respect to the removal of this option.

In response to Councillor Reilly's inquiry, the Director of Planning & Building stated that it has been narrowed down to one alternative to the north; however, the bypass to the south still needs to be acknowledged as it was showing on the Provincial mapping, and staff will be addressing this matter at the Regional level regarding the next steps in getting this bypass removed. from the Provincial mapping.

The Director of Public Works & Recreation stated that through the Environmental Assessment (EA) process the consultants must look at all options, so what Council was seeing was all potential avenues the Township could take. The Director further stated that Option A was being recommended as the preferred option.

Mayor Ganann thanked the presenters for attending this evening's Council meeting and for the informative presentation.

7. 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.

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.

Mayor Ganann asked if there were any Members of the public present that wished to address an Item on this evening.

(1) Suzanne Mammel, Stantec Consulting Ltd.

Suzanne Mammel stated that she was here to participate in the Master Community Plan process on behalf of Timberlee Glen Developments Ltd., and that she appreciated the opportunity to participate. On behalf of Timberlee Glen Developments Ltd., Ms. Mammel expressed the desire for the approval of the plans as outlined in the presentation.

8. OTHER BUSINESS

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

Re: Recommendation Report No. PW-10-2023 - Transportation, Water and Wastewater, Subwatershed and Stormwater Master Plans for Endorsement, prepared as part of the Master Community Plan

Councillor Chechalk stated she would like a copy of the exhibits, as the mapping is very difficult to read. Councillor Chechalk stated that she would like a clearer copy of the mapping so she can wholly understand and answer questions of any constituents.

In response to the inquiry from Councillor Chechalk, the Director of Public Works & Recreation stated that there was a website, plannedsmithville.ca, however, he noted that he did not believe the master plans had been uploaded to the website yet but that this website would most likely be the best place to go to see the maps. The Director asked that the consultant, Mr. Richard Vandezande, to address the inquiry as to whether the mapping would be uploaded to the website.

Mr. Richard Vandezande stated that once the master plans have been endorsed, it was the goal to get the plans and mapping uploaded on the website.

Moved By Councillor Terry Bell

Seconded By Councillor William Reilly

1. That, Recommendation Report PW-10-2023, regarding “Transportation, Water and Wastewater, Subwatershed and Stormwater Master Plans for Endorsement, prepared as part of the Master Community Plan” dated March 27, 2023 be received; and,
2. That, the Township Council endorse the Transportation Master Plan, Water and Wastewater Master Servicing Plan, Subwatershed Study and Stormwater Master Plan for Infill and Intensification Areas, prepared as part of the Master Community Plan; and,

3. That, subject to Niagara Region Council Notice of Approval of Official Plan Amendment 62 and 63, the Township Council endorse the issuance of the MCEA Notice of Completion.

Carried

9. REGIONAL COUNCILLOR'S REMARKS

Due to Regional Councillor Witteveen's absence an update was not provided this month; however, Mayor Ganann noted that Regional Councillor Witteveen had advised that he would be providing written remarks to the Director of Legislative Services/Clerk to attach to the minutes. A copy of Regional Councillor's written comments are attached to the minutes as **Schedule "A"**.

10. CONFIRMATION OF MINUTES

- 10.1 Council Minutes - Regular
Re: February 27, 2023

Moved By Councillor Shelley Bradaric

Seconded By Councillor William Reilly

1. That, the minutes of the open session portion of the February 27, 2023 regular Council meeting be accepted; and,
2. That, the confidential minutes relating to the closed session portion of the February 27, 2023 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.

Carried

- 10.2 Council Minutes – Special
Re: March 1, 2023

Moved By Councillor Joann Chechalk

Seconded By Councillor Terry Bell

1. That, the minutes of the open session portion of the March 1, 2023 special Council meeting be accepted; and,
2. That, the confidential minutes relating to the closed session portion of the March 1, 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.

Carried

11. COMMUNICATIONS

There were no communications.

12. MAYOR'S REMARKS

Mayor Ganann advised that she had thought that Regional Councillor Witteveen would be in attendance this evening and she had left Regional Councillor Witteveen to provide updates on various Regional issues.

Mayor Ganann read a prepared statement which was attached as **Schedule "B"** to the minutes.

13. REPORT OF COMMITTEE

13.1 Planning/Building/Environmental Committee

Re: Minutes - March 6, 2023

Moved By Councillor William Reilly

Seconded By Councillor Terry Bell

1. That, the minutes of the open session portion of the March 6, 2023 Planning/Building/ Environmental Committee meeting, be accepted, and the recommendations contained therein, be approved; and,
2. That, the confidential minutes relating to the closed session portion of the March 6, 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.

Carried

13.2 Administration/Finance/Fire Committee

Re: Minutes - March 20, 2023

NOTE: ITEM A19-23(B) and ITEM A19-23(C) Relating to Recommendation Report T-08-2023 Operating and Capital Budget Final Report will be pulled due to Councillor Reilly's Perceived Conflict.

Moved By Councillor Jason Trombetta

Seconded By Councillor Joann Chechalk

1. That, the minutes of the March 20, 2023 Administration/Finance/Fire Committee meeting, be accepted, and the recommendations contained therein, be approved; with the exception of Item #s A19-

23(B) and A19-23(C) (Re: Councillor Reilly's Perceived Conflicts);
and,

2. That, the confidential minutes relating to the closed session portion of the March 20, 2023 Administration/Finance/Fire Committee meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with Section 239 of the Municipal Act.

Carried

NOTE: Councillor Reilly declared a perceived conflict of interest / pecuniary interest with respect to Item A19-23(B) and A19-23(C) being part of Staff Report T-08-2023 Operating and Capital Budget Final Report, specifically with respect to the following: The West Lincoln Public Library Board - his wife is a member of the West Lincoln Public Library Board; and, McNally House Hospice Fundraising Request - Councillor Reilly was being considered for the appointment on their Board of Directors; and, Paving of Vaughan Road from Caistor Gainsborough Townline Road to Wellandport Road - Councillor Reilly has a colleague that lives on this road.

Moved By Councillor Terry Bell

Seconded By Councillor Jason Trombetta

That, Item A19-23(B) and Item A19-23(C) from the March 20, 2023 Administration/Finance/Fire Committee meeting be approved.

(ITEM A19-23(B):

That, due to the perceived conflict of interest declared by Councillor Reilly that Recommendation 8 be extracted from Report No. RFD-T-08-2023 (2023 Budget) and voted separately, which reads as follows:

8. That, Council approve debenture financing of \$1,200,000 in 2023 in order to finance Capital Project 1024 - Paving of Vaughan Road from Caistor Gainsborough Townline Road to Wellandport Road.

ITEM A19-23(C):

That the following identified items/projects be extracted from the proposed 2023 Budget and voted on separately due to a declared perceived conflict interest (Councillor Reilly):

1. West Lincoln Public Library Budget
2. McNally House Hospice Financial Request)

Carried

- 13.3 Public Works & Recreation Committee
Re: Minutes - March 20, 2023

Moved By Councillor Mike Rehner

Seconded By Councillor Shelley Bradaric

That, the minutes of the open session portion of the March 20, 2023 Public Works & Recreation Committee meeting, be accepted, and the recommendations contained therein, be approved.

Carried

14. RECONSIDERATION

There were no items put forward for reconsideration.

15. NOTICE OF MOTION TO RESCIND

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

16. OTHER BUSINESS (CONTINUED)

- 16.1 Senior Planner (Gerrit Boerema) and Manager of Planning (Dave Heyworth)

Re: Recommendation Report No. PD-15-2023 – Application for Zoning Bylaw Amendment 8535 Twenty Road Bruinsma (File No. 1601-012-22)

Moved By Councillor Shelley Bradaric

Seconded By Councillor Joann Chechalk

1. That Recommendation Report PD-15-2023, regarding “Application for Zoning Bylaw Amendment, 8535 Twenty Road, File No. 1601-012-22”, dated March 27th, 2023, be RECEIVED; and,
2. That, Section 34(17) of the Planning Act apply and that no further public meeting is required, and;
3. That, the application for Zoning Bylaw Amendment 1601-012-22, BE APPROVED, as shown in Attachment 4 and as modified by Staff, and that staff circulate Notice of Decision in accordance with the Planning Act.

Carried

- 16.2 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)

16.3 Members of Council
Re: Council Remarks

(1) Councillor William Reilly
Re: Public Safety Regarding the Use of Cement Pipes

Councillor Reilly inquired to the Director of Public Works & Recreation regarding the recent media coverage with respect to the use of asbestos cement pipes that exist in Ontario and whether West Lincoln has cement pipes still, and if so, how or when will they be replaced.

With respect to Councillor Reilly's inquiry when the cement pipes will be replaced, the Director of Public Works & Recreation advised that AC Pipe commenced manufacturing in the 1930s and was used from the 1930s to the 1970s. The Director stated that AC pipe stopped being manufactured in the 1970's, due to the health concerns with the manufacturing process, but he was not aware of any health concerns with the use of AC Pipe for distribution of water. The Director estimated that the Township may have approximately 15% of its water pipes being AC Pipes which have been replaced over the years. The Director of Public Works & Recreation advised that along Regional Road 20, some AC watermain have been replaced and the 2023 budget includes design funding to start replacement of the water main for some AC pipe in Town with construction commencing in 2024. The Director of Public Works & Recreation stated that as roads need reconstruction, the pipes would be replaced.

Councillor Chechalk inquired to the Director of Public Works & Recreation regarding the City of Toronto are re-lining the inner part of these AC pipes to make the pipes last longer.

In response to the inquiry from Councillor Chechalk, the Director of Public Works & Recreation stated that there are many different ways to tackle the issue, and the City of Toronto has a very complex infrastructure so rejuvenating instead of replacing may be more effective for them. The Director further stated that West Lincoln does not have this issue, and will likely be replacing the AC piping as the opportunity arises.

17. NEW ITEMS OF BUSINESS

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

18. BY-LAWS

Moved By Councillor Joann Chechalk

Seconded By Councillor Shelley Bradaric

1. That, leave be granted to introduce By-law #s 2023-18, 2023-19, 2023-20, 2023-21, 2023-22, 2023-23, ~~2023-24~~, 2023-25, 2023-26, 2023-27, ~~2023-28~~ and 2023-29 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

Moved By Councillor William Reilly

Seconded By Councillor Shelley Bradaric

That, By-law 2023-24 (Delivery of Graphic Image Flyers) and By-law 2023-28 (Add Schedule H to AMPS By-law re Fines for Graphic Image By-law) be withdrawn and referred back to staff to await the possible challenge to the City of London's by-law or another municipalities' by-law under the Charter of Rights and that once the matter has been addressed in the courts and a by-law(s) can be upheld by municipality that staff advise Township Council accordingly for consideration of adopting a by-law.

Carried

SUMMARY OF APPROVED BY-LAWS:

18.1 BY-LAW 2023-18

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 27th day of February, 2023 and its special meeting held on the 1st day of March, 2023, 2023.

18.2 BY-LAW 2023-19

A By-law to provide for paying remuneration and expense allowances to the Members of Council (Repeals By-law 2022-49)

18.3 BY-LAW 2023-20

To appoint Atrayu (Tray) Benish and Dave Lane as Weed Inspectors for the Township of West Lincoln (Repeals By-law 2018-110)

- 18.4 BY-LAW 2023-21
Being a By-law to appoint Atrayu (Tray) Benish as “Overall Responsible Operator” and Bob Denison as alternate “Overall Responsible Operators” for the Corporation of the Township of West Lincoln (Water and Wastewater) (Repeals By-law 2017-131)
- 18.5 BY-LAW 2023-22
A By-law to amend Zoning By-law 2017-70, as amended, of the Township of West Lincoln (197 Griffin Street)
- 18.6 BY-LAW 2023-23
A By-law to amend Zoning By-law 2017-70, as amended, of the Township of West Lincoln (9275 Concession 5 Road)
- 18.7 ~~BY-LAW 2023-24~~
~~A By-law to regulate the delivery of graphic images in the Township of West Lincoln. (WITHDRAWN)~~
- 18.8 BY-LAW 2023-25
Being a By-law to amend By-law No. 2020-54, as amended, A By-law to Regulate Size, Use, Location and Maintenance of Signs in the Township of West Lincoln (i.e. Violates any Government of Canada, Provincial, Regional or Township Statue, Regulation or By-law)
- 18.9 BY-LAW 2023-26
A By-law to authorize the Mayor and Clerk to sign a Lease Agreement between Ken Brunaccioni (Dog Got It – Hot Dog Cart) and the Corporation of the Township of West Lincoln for 2023 and 2024.
- 18.10 BY-LAW 2023-27
A By-law to authorize an agreement between the Corporation of the Township of West Lincoln and Safetek of the supply of a 2023/2024 Tanker Apparatus
- 18.11 ~~BY-LAW 2023-28~~
~~Being a By-law to amend 2021-84, as amended, a system of Administrative Penalties for Non-Parking Offences within the Township of West Lincoln (WITHDRAWN)~~
- 18.12 BY-LAW 2023-29
A By-law to amend Zoning By-law 2017-70, as amended, of the Township of West Lincoln. (8535 Twenty Road).

19. CONFIDENTIAL MATTERS

There were no confidential matters.

20. ADJOURNMENT

The Mayor declared the meeting adjourned at the hour of 8:32 p.m.

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

MAYOR CHERYL GANANN

Regional Councillors Report March 27, 2023

Good evening Mayor, members of council, staff and members of the public

I would like to start by highlighting on some of the work we been involved in at the Niagara Region. Earlier in March were engaged revisiting our strategic plan updating priorities by what we heard from the public. We discussed Where are we Today, the Regions strengths and weaknesses. Highlighting an efficient region, looking at shared services, taxpayers affordability, and renewed focus on core services. Sustainable region looking into infrastructure investment, climate change, fair funding from the province for capital and operating programs and EMS offload delays. Equitable region how are we addressing affordable and attainable housing, support provincial housing targets, and social issues (DEI, mental health, opioids etc). A prosperous region, business attraction and retention, re-opening Niagara to the World, measurable progress and continue making progress on transit (GO and NRT). This is a step by step process where the Mayor and myself will be engaged in throughout the month of April to help set the course of direction for staff and council for this term. As many of you know we have completed the budget process in late February with a 6.7% increase which relates to a \$152.00 increase for the average assessment in the Niagara Region. We will start this process in its

regular routine starting in June of this year for the 2024 budget season. We will be watching inflation and expenditures, always being mindful of the residences of niagara.

A quick update on the legal dumping report from 2022, there were 675 dumping events in 2022 which is a decrease by 10% from 2021 in which we switched to the every other week collection. Most of the challenges have been occurring around public space bins 24% of illegal dumping happens at these locations. Our reporting mechanism is very helpful in finding the problematic areas which have been monitored more closely. We also work closely with crime stoppers in the reporting of illegal dumping. Landfill fees are increasing with the cost recovery formula in operating the system.

In attending Public Health and Social services we are continually being challenged in reducing poverty here in Niagara. 14.5% of our residences live below the poverty line which is the Provincial average also. This equates to 66,000 people in Niagara Region living at the poverty line. The Niagara Region continues to work with community partners and the Provincial agencies to help manage this concern.

Another huge challenge that we have been under is the migration of asylum seekers transferred to Niagara Falls from other parts of the

province. We saw 1,400 seekers in January alone come to Niagara, this has increased to 2,000 to date. This has put extreme pressure on our resources here in Niagara.

Later this month we had a presentation by Doug Hamilton the chair of the Canada Summer Games. From the challenges of COVID delaying the games we are proud to say that the games were a great success and Niagara will benefit for years to come from the investments made in our many communities. Sport Tourism will be the focus moving forward, bids are being submitted for the 2024 Memorial cup and also the 2024 Rowing Championship.

This completes my report for the is month, if anyone has any questions I will answer them to the best of my abilities.

Thank-you,
Albert Witteveen

March 27, 2023 Council Meeting

Mayor's Remarks

As Councillor Witteveen is in attendance tonight and has already presented Regional information, I will in my remarks, highlight some things not entirely but mainly, related to our youth.

We have now had 2 meetings of the Mayor's Youth Advisory Council (MYAC) with the third coming next week on April 5th. We have an open invitation to Youth Council members to bring along a friend, as we continue to build this team of young people. We have students from our local schools in Grades 7, 8, 9 and 10 attending and taking part in meetings. As there is an educational component to each meeting, we have been fortunate to be able to include guest speakers from among our own staff to offer both encouragement and advice to these students as they begin the process of making choices regarding their own, at this time, unknown futures. The strong message has been about keeping all doors open and not limiting choices. The meetings are on the first Wednesday of each month at 3:30 and I encourage all members of Council to come to any future meeting for which your schedule allows. As an incentive to all - snacks are always included!

On Saturday, March 11, John and I were invited to judge the District Level of Royal Canadian Legion speeches with students attending from several municipalities. This competition took place at the Beamsville Legion. The students did a remarkable job, the audience was extremely respectful and the judging was difficult due to the high caliber of both topic choices and presentation.

This past Saturday, March 25th, we attended the Zone Level competition which was held at Smithville Legion Branch 393. Those young people from as far away as Brampton, Tillsonburg and Port Colborne were first-place winners at two previous levels of competition. I was especially impressed that the topics were so very diverse and well researched. Students spoke with such a depth of understanding and also with emotion, about such topics as homelessness, bullying, the importance of education, the evil and lack of future prospects for "child brides" a practice still prevalent today in parts of the world and the power of positivity in one's life. Others spoke on historically significant topics such as the freedom achieved by many as numerous slaves were helped by the heroic Harriet Tubman and the brave folks along the Underground Railroad and also on the appreciation of our existing Canadian freedoms fought for and won valiantly, by many long forgotten Canadian Victoria Cross recipients, all of whom we were urged by the presenter, to remember proudly.

It was wonderful, as Mayor of West Lincoln, to have been part of the audience but I am glad that I did not have the difficult job of judging that excellent group of young people in

classes: Primary: Grades 1-3, Junior: Grades 4-6, Intermediate: Grades 7-9 and Senior: Grades 10-12.

John and I also attended a breakfast and tour of Robert Land Academy earlier this month as part of the West Lincoln Chamber of Commerce. Students served as direction-finding guides and greeters, table staff and facility tour guides. Robert Land staff are very interested in having the students involved in community work and in fact a group of Robert Land students along with an instructor will be helping in April, when Kiwanis conducts a fundraising bottle drive in our community.

As I mentioned last Monday, I had the pleasure of doing a ride-along with a Meals on Wheels volunteer, Bonnie, who I will point out, was just featured in last week's Grimsby, Lincoln News. She is a lovely, kind lady who helps to brighten the day of recipients as she goes about delivering meals. That same afternoon we raised the flag for Community Support Services of Niagara, who as one of their many community outreach and support efforts, oversees the Meals on Wheel programme.

On Wednesday, March 22, I attended, by invitation, a breakfast in Grimsby to celebrate the grand opening of the new Community Wellness Hub. Although this Hub is under the umbrella of the Grimsby Benevolent Fund, it is open to the entire community, not just to GBF clients. The GBF and the Wellness Hub staff are working to provide various programmes, casual chats over coffee and activities related to developing the overall health and well-being of **all** members of the community.

Finally on Friday, March 24th, I attended along with Mayors Siscoe, Jordan and Easton, and MPP Sam Oosterhoff, the official opening of a much-needed and long-awaited, closer-to-home branch of the Niagara Children's Centre. Some type of programming has long been available to help parents of children who have difficulty with such things as understanding or communicating with others, interacting or engaging appropriately with others, experiencing gross or fine motor developmental delays and experiencing feeding, eating or self-care issues. The list goes on and the needs for support are great, but it has been the lack of proximity to services that has been particularly difficult for many West Lincoln parents and/or caregivers. For decades the facility's location close to Brock University has meant that some families in need have had difficulty accessing those much-needed services due to the distance involved. It is so important that there is now this new location, in partnership with the YMCA in Grimsby, to allow for better access to such important services for our West Lincoln families and therefore our children.

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

MEETING NO 4

April 11, 2023, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

Council: Councillor William Reilly (Chair)
Councillor Shelley Bradaric
Mayor Cheryl Ganann
Councillor Jason Trombetta
Councillor Mike Rehner
Councillor Terry Bell
Councillor Joann Chechalk

Staff: Bev Hendry, CAO
Brian Treble, Director of Planning and Building
Jessica Dyson, Deputy Clerk
Kevin Geoghegan, IT Help Desk Analyst
Dave Heyworth, Manager of Planning
Shradha Arun, Senior Planner

Other Members: Ed and Kim Wrzosek*
Luciano Piccioni, RCI Consulting*
Aaron Butler, NPG Planning*
Malcom & Vira High*

***IN ATTENDANCE PART-TIME**

1. CHAIR – COUNCILLOR WILLIAM REILLY

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

1. Comments can be made from members of the public for a matter that is on the agenda by advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.

2. The public may submit written comments for matters that are on the agenda to 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.
3. This meeting will be livestreamed as well as recorded and available on the Township's website.

2. LAND ACKNOWLEDGEMENT STATEMENT

The Chair 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-rong), 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.

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

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

4. PUBLIC MEETING(S)

There were no public meeting(s).

5. CHANGE IN ORDER OF ITEMS ON AGENDA

There was no change in order of items on the agenda.

6. APPOINTMENTS

6.1 ITEM P30-23

Ed and Kim Wrzosek

Re: Request for Consideration for Review and Amendment to the Township's Noise By-law (By-law 2013-50)

POWERPOINT PRESENTATION

Kim and Ed Wrzosek reviewed their PowerPoint presentation, which was included on the April 11th Planning/Building/Environmental Committee agenda.

In response to Councillor Rehner's question regarding the revving definition within the Township's current noise by-law and why revving is not applicable to the starting of vehicles, the Director of Planning &

Building stated that there has been discussion with the Township's By-law Enforcement Officer with respect to exploring various avenues to find a solution to the revving issue, noting that there are a number of factors that contribute to this issue. The Director of Planning & Building stated that a number of municipalities have an idling by-law, noting that these by-laws are directed more to the duration of a vehicle running idle, not dealing with the initial start-up and warming of vehicles, adding that these inclusions do not fit the concerns that have been raised. The Director of Planning & Building stated that the *Highway Traffic Act* allows for vehicles to emit, even with muffler systems, up to ninety-five decibels, adding that the Township would have to use decibel readers in order to determine the sound emission from the vehicles. The Director of Planning & Building noted that with these factors, there is some more research that has to be done to bring forward a solution that works with Township resources.

Councillor Rehner questioned whether the noise by-law review will be conducted through a housekeeping public meeting to review the entirety of the by-law. In response to Councillor Rehner's question, the Director of Planning & Building stated that staff could move forward with a full review of the by-law should Members of Committee wish to proceed in that direction, or staff can focus on the issues that have been brought forward to Committee this evening. The Director of Planning & Building noted that staff have been researching the noise aspect of the by-law as well as newer noise by-laws from other municipalities, noting that one piece that staff may have to look into having decibel readers, which is not something that staff would recommend at this time.

Councillor Chechalk raised concerns regarding these regulations being enforced in the rural areas due to the agriculture business that takes place in the early mornings, noting the noise emitting from the diesel tractors. Councillor Chechalk questioned whether these regulations will focus on the urban areas and not universal to all West Lincoln. In response to Councillor Chechalk's question, the Director of Planning & Building stated that the noise by-law is more structured as two sections, being urban areas and rural areas, also noting that there is the Normal Farm Practices Protection Board that protects farmer's right to farm.

Mayor Ganann brought forward the idling concerns that have been raised by residents, stating that should this by-law be opened up for a full review, that staff look into to the idea of idling. Mayor Ganann also suggested looking into examining different motorized vehicles such as quads and ATVs.

Moved By Councillor Mike Rehner

Seconded By Mayor Cheryl Ganann

1. That, the correspondence received from Ed & Kim Wrzosek, dated April 11, 2023, be received; and,
2. That, staff are hereby directed to do a full comprehensive review of the noise bylaw with consideration to notes and concerns highlighted in the PowerPoint presentation presented on April 11, 2023 and,
3. That, staff report back at a future committee and/or council meeting with a report highlighting their findings and recommendations.

Carried

7. REQUEST TO ADDRESS ITEMS ON THE AGENDA

1. Luciano Piccioni, RCI Consulting (President)

Re: Staff Report Item P31-23 - Recommendation Report No. PD-19-2023 - Brownfield Property Tax Assistance and Brownfield Rehabilitation Grant Applications for lands situated on South Side of St Catharines Street (former CP Dunnville Spur Line Lands) - DeHann Homes Inc., Agent Luciano Piccioni, Legal Description: Being Part of Lot 56, Registered Plan M-88 (File No. 1519-021-001)

Luciano stated that he was speaking on behalf of DeHann Homes, with respect to DeHann's grant application that is being presented under item 10.1 on the agenda. Mr. Piccioni stated that their client agrees and supports the recommendation that has been prepared by staff, noting that as stated in the staff report, the Brownfield application meets the program requirements in the Community Improvement Plan (CIP) and the approval of this application will result in the remediation of a contaminated site in the Township and construction of 10 residential townhomes on the remediated site. Mr. Piccioni stated that this application was completed in January 2022, adding that the Township wanted to complete a thorough review of this application. Mr. Piccioni shared that due to the 15-month timeline resulted in their client losing out on a significant upfront Regional Brownfield development charge reduction. Mr. Piccioni explained the grant process and amount of cost that the Township and the Region would offset over a 13-year timeframe.

8. CONSENT AGENDA ITEMS

There are no consent agenda items.

9. COMMUNICATIONS

There are no communications.

10. STAFF REPORTS

10.1 ITEM P31-23

Manager of Planning (Dave Heyworth) and Director of Planning & Building (Brian Treble)

Re: Recommendation Report PD-19-2023 – Brownfield Property Tax Assistance and Brownfield Rehabilitation Grant Applications for lands situated on South Side of St Catharine Street (former CP Dunnville Spur Line Lands) – DeHaan Homes Inc, Agent Luciano Piccioni, Legal

Description: Being Part of Lot 56, Registered Plan M-88, File No. 1519-021-001

In response to Councillor Chechalk's question regarding the Township's Treasurer/Director of Finance involvement in the report and the financial implications that this application would have on the Township's budget, the Director of Planning & Building stated that the Treasurer/Director of Finance had reviewed the report and provided guidance with respect to the financial aspect of this application. The Director of Planning & Building noted that part of the delay was obtaining the assessed value of the property, noting that the piece of land in question were tied to the lands to the South adding that there was no assessment to the property until very recently. The Director of Planning & Building also noted that staff were thorough and diligent, stating that the departments of planning & treasury, as well as the applicants' agent and Township's consultant, worked closely together to review the application and bring forward a recommendation report to Committee.

In response to Councillor Chechalk's question regarding whether the cost of the remediation was considered in the transfer of lands from CP rails, Mr. Piccioni stated that the costs of remediation have gone up dramatically, noting that the anticipated costs have increased more than expected. Mr. Piccioni also stated that the clean-up costs for the property are almost 1.3 million dollars, noting that the grant will only be covering 20% of the clean-up costs for the property.

Mayor Ganann asked for clarification with respect to the purchase of the property and whether it was purchased as one piece of land. The Director of Planning & Building stated that this property was one deed as conveyed by CP Rail.

In response to Mayor Ganann's question regarding the timeline of the remediation and grant, Mr. Piccioni stated that the tax assistance would commence when the property remediation commences, which would be

paid out for up to three years after which then the grant would start, but only once all of the Townhomes have been built, the units have been reassessed by MPAC and the property taxes have been paid for at least one year in full. Mr. Piccioni stated that the Township would not be in the position of providing a grant for which the municipality has not already collected the property taxes. Mr. Piccioni also stated that there are performance requirements outlined in the agreement that states that the developer needs to start the remediation within a set period of time and complete the project within a set period of time.

In response to Councillor Bradaric's question regarding the property being unused and the contamination on the properties risk to the general public, Mr. Piccioni stated that there are no concerns to the general public should this stay unused, however, should the property be used as a residential development, environmental clean-up will need to occur.

Councillor Brandaric inquired about the approximation to the property tax values and questioned if whether or not there was any consideration as to the contaminated lands. In response to Councillor Bradaric's question, the Township's consultant, Aaron Butler, stated that the first project assessed value was the direct value of the assessment to the properties on the South side with the assumption of the clean up contaminated lands. The Director of Planning & Building added that the properties on the South side have had an environmental clean up, therefore, should be a fairly accurate assessment.

Councillor Bell raised concerns regarding the Township fronting the costs of the project, noting that he does not see any benefits that this assistance program will bring the municipality. In response to Councillor Bell's concerns, Mr. Piccioni stated that the Township is not fronting any of the costs of the project, noting that the Township along with the Niagara Region would be paying for the grant in its entirety from the increased property taxes that result from the project, which would be the benefit for the municipality.

In response to Councillor Reilly's question regarding the timeline of the project and if there was any protection to the Township or penalties to the developer should the developer not meet the timelines, the Director of Planning & Building stated that the Township had recently a extended draft Plan of Condominium approval on this property for two years, therefore there is a two year window in which the developers can meet conditions, however, should they fail the Township can refuse to grant

extensions meaning the property would stay a raw parcel of land until another application came forward. Mr. Butler added that within the agreement between the Township and the owner, it states that the development needs to commence within five years and be completed within seven or else no grant payments would be made to the owner. Mr. Piccioni also stated that the timelines that were mentioned by Mr. Butler is the construction component of the agreement, noting that the agreement also states that should the accepted remediation works not be commenced within one year of approval of the tax assistance program, then no tax assistance shall be provided to the owner.

Moved By Councillor Shelley Bradaric

Seconded By Mayor Cheryl Ganann

1. That, Recommendation Report PD-19-2023, regarding “Brownfield Property Tax Assistance and Brownfield Rehabilitation Grant Applications for lands situated on South Side of St Catharine Street (former CP Dunnville Spur Line Lands) – DeHaan Homes Inc, Agent Luciano Piccioni, Legal Description: Being Part of Lot 56, Registered Plan M-88, (File No. 1519-021-001)”, dated April 11, 2023 be RECEIVED; and,
2. That, Council approve the Brownfield Property Tax Assistance and Brownfield Rehabilitation Grant application for lands located between St Catharine Street and Twenty Mile Creek on the South Side of St Catharine Street and further identified through this report subject to the applicant meeting the program requirements including entering into an agreement with the Township.
3. That, a by-law (attachment 3) be passed to cancel all or part of property taxes in a form as found at attachment 3 and which also authorizes the signing of the Tax Assistance and Rehabilitation agreement; and
4. That, the Tax Assistance and Rehabilitation grant request be forwarded to the Region of Niagara for support under the Smarter Niagara Incentive Program (SNIP).
5. That, building permit fees are waived automatically should approval be granted.

Lost

10.2 ITEM P32-23

Senior Planner (Shradha Arun), Manager of Planning (Dave Heyworth) and Director of Planning & Building (Brian Treble)

Re: Recommendation Report PD-18-2023 – Application to Remove the Holding Symbol (Dehaan Homes Inc.) - Crossings on Twenty North

Moved By Councillor Shelley Bradaric

Seconded By Councillor Jason Trombetta

1. That, Recommendation Report PD-18-2023 regarding “Recommendation Report, Application to Remove Holding Symbol (DeHaan Home Inc.) - Crossings on Twenty North, (File No. 1601-09-22)”, dated April 11th, 2023, be received; and
2. That, a by-law be passed to authorize the Mayor and Clerk to remove the Holding provision on the subject lands as identified in the attached By-law as Attachment 3.

Carried

11. OTHER BUSINESS

11.1 ITEM P33-23

Director of Planning & Building (Brian Treble)

Re: Official Plan Amendments 62 and 63 - Regional Council

VERBAL UPDATE

The Manager of Planning shared that Official Plan Amendments 62 & 63 were approved by Regional Planning Committee unanimously, noting that the Township's consultant, Steve Wever, presented a strong presentation of which was well received by Regional Planning Committee.

11.2 ITEM P34-23

Director of Planning & Building (Brian Treble)

Re: Ontario Land Tribunal (OLT) Appeal - Mothers Against Wind Turbines Inc. v. Ontario (Environment, Conservation and Parks)

VERBAL UPDATE

The Director of Planning & Building stated that the last time that the Mothers Against Wind Turbines Inc. v. Ontario (Environment, Conservation and Parks), Ontario Land Tribunal (OLT) appeal was scheduled for a hearing, it was adjourned due to the insufficient timing notice. The Director of Planning & Building shared that a second notice for an OLT hearing date had been sent, noting that this notice still did not give a lot of time for comment submissions, however the second notice had been written more clearly with respect to the appeal and how to provide comments.

11.3 ITEM P35-23

Members of Committee

Re: Other Business Matters of an Informative Nature

1. Councillor Reilly

Re: Township Easter Events

Councillor Reilly thanked staff and all those involved for their work with the Easter Events that occurred on the weekend, adding that the Egg Hunt as well as the Easter Market were very well received.

12. NEW BUSINESS

There were no new items of business.

13. CONFIDENTIAL MATTERS

Moved By Councillor Terry Bell

Seconded By Councillor Shelley Bradaric

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:

13.1 Director of Planning & Building (Brian Treble)

Re: Legal/Solicitor-Client Privilege - Legal & By-law Enforcement

VERBAL UPDATE

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;
- Personal matters about an identifiable individual, including municipal employees

13.2 Director of Planning and Building (Brian Treble)

Re: Legal/Solicitor-Client Privilege - Insurance Claim Matter

VERBAL UPDATE

Applicable closed session exemption(s):

- Advice that is subject to Solicitor-Client Privilege, including communications necessary for that purpose;
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

13.3 Director of Planning and Building (Brian Treble)

Re: Legal/Solicitor-Client Privilege - Ontario Land Tribunal (OLT) - Helen Kszan (File No. 22-00280)

VERBAL UPDATE

Applicable closed session exemption(s):

- Advice that is subject to Solicitor-Client Privilege, including communications necessary for that purpose;
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

Carried

Moved By Councillor Joann Chechalk

Seconded By Councillor Terry Bell

That, this Committee meeting now resume in open session at the hour of 7:51 p.m.

Carried

13.1 ITEM P36-23

Director of Planning & Building (Brian Treble)

Re: Legal/Solicitor-Client Privilege - Legal & By-law Enforcement

VERBAL UPDATE

Council rose without reporting.

13.2 ITEM P37-23

Director of Planning and Building (Brian Treble)

Re: Legal/Solicitor-Client Privilege - Insurance Claim Matter

VERBAL UPDATE

Council rose without reporting.

13.3 ITEM P38-23

Director of Planning and Building (Brian Treble)

Re: Legal/Solicitor-Client Privilege - Ontario Land Tribunal (OLT) - Helen Kszan (File No. 22-00280)

VERBAL UPDATE

Council rose without reporting.

14. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 7:52 pm.

JESSICA DYSON,
DEPUTY CLERK

COUNCILLOR WILLIAM REILLY,
CHAIR

TOWNSHIP OF WEST LINCOLN
ADMINISTRATION/FINANCE/FIRE COMMITTEE
MINUTES

MEETING NO. THREE

April 17, 2023, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

Staff: Bev Hendry, CAO
Joanne Scime, Director of Legislative Services/Clerk
Mike DiPaola, Director of Public Works & Recreation
Donna DeFilippis, Treasurer/Director of Finance
Katelyn Hall, Deputy Treasurer
Tim Hofsink, Deputy Fire Chief
Wendy Beaty, Coordinator of Recreation Services
Kevin Geoghegan, IT Help Desk Analyst

Others: Regional Councillor Albert Witteveen
Staff Sergeant Chris Lemaich, Niagara Regional Police*
Rajdeep Dhillon, KPMG*
Carlos Alvarex, KPMG*
Bruce Harris, WeeStreem

1. CHAIR - Councillor Jason Trombetta

The Chair called the meeting to order at approximately 6:30 p.m.

Prior to commencing with the Administration/Finance/Fire Committee meeting agenda, Chair Trombetta read the following announcements:

1. Comments from the public for a matter that was on the agenda may be provided in person by attending the meeting and advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda. For those individuals that are unable to attend the meeting in person, you may submit comments for matters that are on the agenda by either (1) emailing 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 OR (2) by contacting the Clerk's Department to request a Zoom Link to attend the meeting virtually.
2. This meeting will be livestreamed. The link to watch the meeting live can be found on the Township's website by selecting the "Township Office" tab at the top of the website, then clicking the Council or Standing Committee meetings tab and scroll down the meeting list to find the link.
3. This meeting will be recorded and will be available to view by clicking the meeting video link found on the Township's website within 48 hours after the meeting unless otherwise noted.

2. LAND ACKNOWLEDGEMENT STATEMENT

The Chair 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.

3. CHANGE IN ORDER OF ITEMS ON AGENDA

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

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

There were no disclosure of pecuniary interest and/or conflict of interest declared by any Member of Committee.

5. APPOINTMENTS

5.1 ITEM A23-23

Staff Sergeant Chris Lemaich - Grimsby Detachment

Re: Introduction as the Local Staff Sergeant and Overview of Police Services in Niagara and West Lincoln

Staff Sergeant Chris Lemaich, District Commander for the Grimsby Detachment of the Niagara Regional Police (NRP) reviewed a PowerPoint Presentation that was attached to the agenda. Staff Sergeant Lemaich reviewed the following in detail:

- (1) NRP's Mission Statement,
- (2) NRP's current organizational structure
- (3) Police programs in Niagara
- (4) West Lincoln calls for services which are trending upwards
- (5) The number of speed violations for West Lincoln (being 481 speed infractions in 2022 and 103 to date for 2023)
- (6) Project Speed Alert on Rural Roads (proactive patrols in the rural area)
- (7) NRP has a collaborative partnership with Niagara Region with respect to the "Vision Zero" program as well as with the establishment of "Community Safety Zones" (John Calvin School & Cairns Elementary School/Smithville District Christian High School); as well as
- (8) Provided a number of other various statistical figures.

Staff Sergeant Lemaich provided a phone number for open communication, to address concerns regarding policing within West Lincoln and the Niagara Region, which was 289-248-1060. Staff Sergeant Lemaich touched on various Community Engagement events such as Lock it or Lose it Campaign, Park and Premise Checks, Truck Safety Blitzes, and their Twitter Account (@8Nrps). Staff Sergeant Lemaich ended his presentation by thanking Council for their time, and advised he was open to answer any questions.

Councillor Bradaric stated that living in the rural areas, speed was one of the more concerning issues and potential accidents from speeding can be catastrophic. Councillor Bradaric inquired into Project Speed Alert, and if the Staff Sergeant could expand on this project in light of West Lincoln being one of the largest rural area municipalities in Niagara Region.

Staff Sergeant Lemaich touched on the Project Speed Alert initiative, and stated that it was spearheaded by the Traffic Enforcement Unit, and will be

targeting rural areas for speed enforcement. Staff Sergeant Lemaich agreed with Councillor Bradaric, and stated that the rate of speeding was the leading cause of most catastrophic accidents occurring locally and within the Niagara Region. He further noted that mobile and stationary radar speed enforcement was and will continue to be conducted by the Traffic Enforcement Unit in Zone 8 for speeding in the rural areas.

Councillor Bradaric thanked the Staff Sergeant for his insights, and further inquired regarding 'breaking and entering', and if there was an incident in West Lincoln, what would the average response time.

In response to Councillor Bradaric's inquiry, Staff Sergeant Lemaich stated the response time would be approximately 7 minutes; however, he noted that West Lincoln was a large geographic area, and despite having officers in the area, the geography of the municipality can impact these response times slightly. Staff Sergeant Lemaich stated that while geography can impact response times, officers can quickly reroute from neighboring zones to provide assistance if needed.

Mayor Ganann stated that we have seen more police presence in West Lincoln, and noted when the Chief of Police spoke at the Region, he stated an average response time of 10 minutes. Mayor Ganann inquired if this was being monitored and tracked.

Staff Sergeant Lemaich stated that this type of tracking and monitoring was done at a level higher than his own, but the response times are being studied and reviewed to ensure police officers are making those targeted times.

Mayor Ganann thanked Staff Sergeant Lemaich for his response, and noted she wanted to make sure those responses are being looked at especially as West Lincoln grows and as the municipalities' needs change. Mayor Ganann noted that there was quite a few were traffic related incidents within West Lincoln, and appreciated these issues were being examined and will continue to be.

Councillor Chechalk stated she was most interested in the comments regarding oversized trucks using West Lincoln roads to avoid the truck weight centres, and inquired what the Staff Sergeant meant by the NRPS trying to divert or intercept trucks.

In response to Councillor Chechalk's inquiry, Staff Sergeant Lemaich explained that in Vineland when the MTO activates their scale, some truck operators exit the QEW and divert through West Lincoln in order to avoid

the scales for one reason or another. The Staff Sergeant noted that police are in those rural areas of West Lincoln to target those operators who are diverting their course to avoid the MTO weight scales to insure of no infractions with respect to the vehicles they are driving.

Councillor Reilly thanked the Staff Sergeant for taking the time to make a presentation, as well as the NRPS work on social media with various initiatives as well as informing the public of the NRP's presence. Councillor Reilly questioned the numbers of complaints received online from West Lincoln, and how many complaints were followed up on. Councillor Reilly clarified that the inquiry was in regards to the Online Traffic Portal, and that he would prefer to see what the numbers would be for West Lincoln but noted that if this was not possible, then Niagara Region's wide numbers would be acceptable as well.

In response to Councillor Reilly's inquiry, Staff Sergeant Lemaich noted that while he did not have those numbers on hand, he would be happy to get those numbers from the Online Traffic Portal for Council to see. He further noted that he appreciated the comments regarding the NRP's social media presence, which has been a focus as of late with local initiatives, and has seen an increased following of approximately 18%.

Councillor Reilly thanked Staff Sergeant Lemaich's comments, and further noted that one of the issues West Lincoln faces was not just speeding but also the lack of adherence to road signs, specifically stop signs. Councillor Reilly inquired to the CAO regarding the West Lincoln Santa Claus Parade Committee traffic control and managing during the event, and noted that there will be a letter from a member of this committee regarding issues regarding involvement from the NRPS.

The CAO noted that a letter from the Police Chief regarding Special Duty Requests was distributed to municipalities, stating there will be a reduction or different approach from the NRPS to Special Duty Requests, and inquired if the Staff Sergeant could comment on this.

In response to CAO inquiry, Staff Sergeant Lemaich noted he was aware of the letter and was also provided a copy. Staff Sergeant Lemaich stated that the letter addresses the NRP's staffing pressures, but stated he was willing to work with the municipality in regards to special requests, and that it would not be a "hard no" with respect to the NRP providing service for special events. Staff Sergeant Lemaich suggested that as an event(s) get closer, he and staff could meet to figure out taking a different approach,

using the resources available, and exploring different avenues to make the event safe and successful.

Councillor Reilly noted the growing costs of the event, and that often times volunteers were in charge of the traffic control for the event which may not be the best option. Councillor Reilly stated he wanted it to be clear in terms of cost and responsibilities and on the administration side of things the Parade Committee recently received an invoice from 2 years ago, as the invoice was going to the Town of Lincoln and not the Township of West Lincoln and that he did not want this issue to have a negative impression on the municipality.

Staff Sergeant Lemaich apologized for the mistake with the invoicing with being sent to the incorrect municipality, and stated that as Canada Day approached all the municipalities will be having events on the same day, and as the event deadline gets closer he would be happy to sit down and work collaboratively with staff should policing assistance be required.

The CAO stated that nuisance issues were becoming a bigger issue within West Lincoln and staff were needing new strategies on how to deal with this increasing problem, especially in our Community Centre and Library(ies).

Staff Sergeant Lemaich stated that he would welcome those discussions, and meet with staff to come up with some strategies to mitigate those issues.

With respect to the number of speeding infractions in West Lincoln, which appeared to be going down (2022 - 481, 2023 - 108 YTD), Councillor Bell advised that he was pleased to see there was a downward trend and thanked the Staff Sergeant and his officers for the patrolling in rural areas.

Councillor Rehner thanked the Staff Sergeant for his presentation, and stated he would like for him to come back on a regular basis to Council or Committee Meetings. Councillor Rehner touched on the larger issues in the rural areas, specifically speed and alcohol. Councillor Rehner inquired to the Staff Sergeant about the enforcement of drinking and driving in the rural areas, as he often finds alcohol containers in the roadside ditches.

In response to Councillor Rehner's inquiry, Staff Sergeant Lemaich stated that they have more officers being trained in standard field impairment assessments, and that officers are out 24 hours, 7 days a week. The Staff Sergeant stated that the number of officers patrolling does increase on

weekends, and people are encouraged to report any erratic or suspected impaired driving that they may witness.

Mayor Ganann asked about RIDE Programs and if they were still being done, in which the Staff Sergeant confirmed that yes, NRP does have RIDE Checkpoints, which are random, so they are not predictable.

Councillor Reilly noted that with the enhancing of our gravel roads the municipality will likely experience more speeding as drivers become more confidence on these roads. Councillor Reilly also inquired into whether the NRPS had any outreach programs specifically that may target schools and inform students of self awareness, stranger danger, and other general safety tips.

Staff Sergeant Lemaich stated that they have recently went through a change in their outreach programs as they don't just target these programs towards schools but also address these issues on the streets.

Councillor Trombetta inquired into the statistic where less people are getting their vehicles being broken into, and how this was coming about.

Staff Sergeant Lemaich stated that most of the reduction of car break-ins has been due to people getting into a routine of always locking their vehicles, regardless if they are in the urban or rural areas.

5.2 ITEM A24-23

Rajdeep Dhillon & Carlos Alvarez, KPMG

Re: Presentation - Audit Service Plan

Carlos Alvarez of KPMG, spoke with respect to the PowerPoint Presentation that was attached to the agenda with respect to the Audit Service Plan for West Lincoln. The presentation covered various topics including but not limited to: what the audit covers, risk management, the importance of separation between the corporation and auditors, asset management, changing regulations, and various educational packages available to Council. Carlos Alvarez, KPMG, stated that the group would come back in June, 2023 to present the audit findings.

6. REQUEST TO ADDRESS ITEMS ON THE AGENDA

The Chair 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 he did not.

Additionally, the Chair 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.

With respect to Item A28-23 (Recommendation Report T-09-2023 - 2023 Community Sponsorships and Cemetery and Hal Board Grants), Councillor Reilly read into the record a letter that he received late today from the Chair of the West Lincoln Santa Claus Parade Committee thanking Council for considering their grant request and the reasons for their request of \$7,500. A copy of the letter has been attached to the minutes as **Schedule A**.

7. CONSENT AGENDA ITEMS

7.1 ITEM A25-23

CONSENT AGENDA ITEMS

Moved By Councillor Joann Chechalk

Seconded By Mayor Cheryl Ganann

That the Administration/Finance/Fire Committee hereby approves the following Consent Agenda Items:

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

Carried

SUMMARY OF CONSENT AGENDA ITEMS APPROVED:

1. Mayor's Youth Advisory Committee - Minutes of March 1, 2023
2. Information Report WFLD-06-2023 - Monthly Update March 2023

Councillor Trombetta inquired to Acting Fire Chief, Tim Hofsink, on how the construction on the new Fire Station 2 was going, and when the public would be able to tour the building in an open house format.

In response to Councillor Trombetta's inquiry, Acting Fire Chief Hofsink stated that the construction project was going well, and the finishing touches were underway and that he expected the fire department to be able to move into the building at the end of May to early June. Acting Fire Chief Hofsink stated that he hoped that an open house of the new Fire Station would be held sometime later this year.

8. COMMUNICATIONS

8.1 ITEM A26-23

Al McLaren

Re: Resignation from Heritage Committee

Moved By Councillor Joann Chechalk

Seconded By Councillor William Reilly

(1) That, the email from Al McLaren, dated March 31, 2023 advising of his resignation from the Township of West Lincoln Heritage Committee; be accepted with regrets; and,

(2) That, a by-law removing Mr. McLaren from the membership of the Heritage Committee be presented at the April 24, 2023 Council Meeting

(3) That, staff be directed to advertise the vacancy on the Heritage Committee as well as any other Committees or Boards that do not have a full membership compliment and that staff advertise these vacancies, as they feel appropriate, using the Township's website, social media outlets, newspaper advertisement and any other advertising avenues.

Carried

9. STAFF REPORTS

9.1 ITEM A27-23

Administrative Assistant (Justin Paylove) and Director of Legislative Services/Clerk (Joanne Scime)

Re: Recommendation Report C-03-2023 - Sunday Gun Hunting

Councillor Bradaric and Councillor Reilly stated their appreciation for the speed of the report in question returning to Council, and the opportunity for the residents of West Lincoln to participate in hunting all days of the week.

Moved By Councillor William Reilly

Seconded By Councillor Shelley Bradaric

1. That, Recommendation Report C-03-2023, dated April 17, 2023 regarding "Sunday Gun Hunting" be received; and
2. That, Sunday Gun Hunting in the Township of West Lincoln be permitted within the guidelines of the Township of West Lincoln's Regulation of the Discharge of Guns or other Firearms By-Law; and
3. That, the Township of West Lincoln advise the Ministry of Natural Resources and Forestry (MNR) to add the Township to its list and

map of Southern Ontario municipalities that permit Sunday Gun Hunting, which is updated by the Province every April 1 and September 1.

Carried

9.2 ITEM A28-23

Treasurer/Director of Finance (Donna DeFilippis)

Re: Recommendation Report T-09-2023 - 2023 Community Sponsorships and Cemetery and Hall Board Grants

Councillor Bell stated that he feels that the West Lincoln Santa Claus Parade Committee should be given the full amount of their request being \$7,500, as this event benefits all of West Lincoln and was open to the benefit of the entire community.

Councillor Reilly stated that the West Lincoln Santa Claus Parade Committee was a Committee of Council and not a private organization, and inquired if we could take the additional money from the reserve in order to ensure that the event could continue to function at a full capacity.

The Treasurer/Director of Finance stated that if Council wishes to award the full grant request to the West Lincoln Santa Claus Parade Committee, she suggested that the account be allowed to go over budget as other accounts may go under budget which would offset the additional funding. The Treasurer/Director of Finance further stated if there was a potential issue with the need for amending the budget, she would advise Council well in advance.

Councillor Bradaric stated that consideration should be offered to the West Lincoln Santa Claus Parade Committee, and that a review of staff's involvement with respect to this event should be undertaken to ensure proper buy in from all parties.

The Director of Public Works & Recreation stated that a staff person does acts as a liaison to the Parade Committee, and the department will be trained and educated in order to participate in the road closures. The Director further stated that staff could present something in the 2024 budget with respect to working with the volunteers of the Parade Committee.

The CAO spoke to the inquiry in how we compare to other municipalities in this regard, and stated that some have events coordinators which may be something the Township could explore in the future. The CAO advised that there were many specifics changed made to this year's Parade which

staff and the committee worked very hard to pull off a fantastic event despite the challenges.

Councillor Bell stated that the ask to increase the grant funding had no reflection on staff nor the committee members but the Santa Claus Parade was one of the biggest events that West Lincoln does, which requires a lot of work and dedication. Councillor Bell stated that the Parade was an important event for the community and he would like the Township to take a bigger role in the event by assisting the Committee volunteers who have done a great job alongside staff to bring a very successful event that is enjoyed by the community and he felt the West Lincoln Santa Claus Parade Committee was deserving of an increase in funding.

Councillor Chechalk stated that getting an operating budget for the parade outside of the grant system would be most appropriate and that the Township should look at hiring an Events Coordinator in the future or an event budget that does not take away from other initiatives within the grant program.

Mayor Ganann stated that the Committee can be allowed to step back from various outside responsibilities, such as public skating or caroling, as they should be allowed to focus on the parade and do not have to focus on other events following the parade as she understood the Committee's expectations are quite high but were not necessary to organize a full scale event including the other activities that followed the parade.

Councillor Reilly thanked the Mayor and stated he would relay her message, and further stated that when the new committee was formed during the pandemic and they came up with ideas to add on to the event. Councillor Reilly stated that the stress from the increased expectations and rising costs of certain aspects of the event have been weighing on the volunteers, and requires much more staff involvement.

Moved By Mayor Cheryl Ganann

Seconded By Councillor Terry Bell

1. That, Recommendation Report T-09-2023 regarding "2023 Community Sponsorships and Cemetery and Hall Board Grants", dated April 17, 2023 be received; and,
2. That the Community Sponsorships and the Cemetery and Hall Board grants for 2023 as recommended in this report, be approved.

Carried AS AMENDED (see below)

Moved By Councillor Terry Bell

Seconded By Councillor William Reilly

- (1) That, the Director of Finance/Treasurer's Recommendation Report No. T-09-2023 be amended to increase the West Lincoln Santa Claus Parade's Community Grant from \$5,000 to \$7,500.00; and,
- (2) That, staff be directed to report back in the Fall of 2023 on a plan for further involvement of staff and resources as part of the 2024 budget for the planning and execution of the West Lincoln Santa Claus Parade event commencing in 2024 while continuing to work with the volunteer committee members of the Parade Committee.

Carried

10. OTHER BUSINESS

10.1 ITEM A29-23

CAO (Bev Hendry)

Re: Employee Professional Accomplishments

1. Jennifer Bernard - Completion of Stormwater Management course through Ontario Good Roads Association

The CAO recognized and congratulated Jennifer Bernard on her completion of the Stormwater Management course through Ontario Good Roads Association.

10.2 ITEM A30-23

Council

Re: Council Expense Policy

Councillor Bradaric stated that she thought the Director of Finance/Treasurer had provided a thorough policy in 2022 and in a more digital age there should be a limited need for expenses such as stationary. Councillor Bradaric further stated that there may be some Councillors that may want to print materials; however, this was not a necessary expense, and that she was supportive of the policy as it stands.

Mayor Ganann stated that she supports the policy as it stands, with the caveat of the phone items. She stated that we are supplied with computer so the amendment regarding a computer was not necessary. She stated that the additional coverage for phones for someone that was on vacation or away could be looked into.

Councillor Reilly inquired into the limitations of purchasing items with the allowance, and gave the example of someone purchasing something

unrelated to their duties as a Member of Council and putting it through their protocol account

In response to Councillor Reilly's inquiry, the Treasurer/Director of Finance stated that at the beginning of the policy there is a notation that expenses must be related to Members of Council carrying out their respective roles and responsibilities. The Director of Finance/Treasurer further stated if there was a questionable expense then it would be looked into, but stated the expense that Councillor Reilly gave as an example would not be approved by the Finance Department.

Councillor Chechalk stated that she believes the policy stated that a Member of Council can purchase their surface pro at the depreciated amount, which the Treasurer/Director of Finance confirmed was correct. Councillor Chechalk stated that she felt that it was common sense and does not want this to become ridiculous, as there was enough language in the policy to ensure that protocol expenses are only reimbursed if they are deemed to be appropriate for a Member of Council to carry out their responsibilities.

The Director of Finance/Treasurer questioned what the date would be that the amendments to the policy would be effective. With respect to proposed amendment to allow the purchase of a computer as a eligible reimbursable expenditure, the Director of Finance/Treasurer advised that any purchase of equipment not owned by the Township would not be supported by the IT Department.

Councillor Trombetta stated that he feels that a Member of Council should be reimbursed for cost of using their phone when outside of the country for holidays, as he has found residents want a call back when they contact a Member of Council. Councillor Trombetta stated that there were some products that a Councillor may need to purchase and expensed to the protocol that he would suspect would not need to be returned such as the purchase of earbuds to use on virtual meetings. Councillor Trombetta noted that the two main adjustments that he would like made to the policy were adjustment of the \$100 capping for phone services and internet and any other supplies, equipment or technology that was needed for a Member of Council to carryout their duties.

Councillor Reilly clarified that there was a cap on Councillor's protocol account of \$4,000 per year which was not being eliminated and that the removal of any caps for reimbursement for personal month cellular phones

or internet service would not change the yearly protocol account reimbursement maximum that a Councillor could claim.

Treasurer/Director of Finance Donna DeFilippis provided clarification into the discussion of 9b of the policy regarding Office Supplies.

Moved By Councillor Terry Bell

Seconded By Councillor Mike Rehner

That, the Township of West Lincoln's Council Expense Policy POL-T-02 2022 be amended as follows to take effect as of January 1, 2023:

- i) That, Section 11 (Mobile Phones / Telecommunication Services), specifically items f) and k) be amended by removing any wording relating to reimbursement to a maximum amount (i.e. "reimbursement will be a maximum of \$100/month").
- ii) That, Section 3 (General Requirements), specifically items f) and g) be amended to add the following sentence to the end of each of these items: "This does not apply to any items purchased from the Mayor's or Councillor's protocol account."
- iii) That, Section 9 be amended, specifically item b) by add the following words: "including computers" following the words "Stationary and Office Supplies"
- iv) That, Section 9 be amended, specifically item c) by removing "not" in the first sentence.

Carried

10.3 ITEM A31-23

Members of Committee

Re: Verbal Updates from Members of Boards and Committees - If required

1) Councillor Shelley Bradaric

Re: Heritage Committee

Councillor Bradaric stated that she attended the inaugural meeting of the Heritage Committee which was a great success, and Senior Planner, Gerrit Boerema had provided an update on the changes to the Heritage Act and Bill 23. Councillor Bradaric acknowledged the wealth of knowledge on the Heritage Committee and that they have reached out to the Smithville Christian High School History class who will be assisting in various ways.

2) Councillor Joann Chechalk

Re: West Lincoln Chamber of Commerce Mayor's Luncheon – May 18

Councillor Chechalk stated that the West Lincoln Chambers of Commerce will be holding an event coming up, being the Mayor's Luncheon, which will be held on May 18th, 2023 from 11 am to 1 pm. Councillor Chechalk stated she hoped would be a great success, and that tickets were available from the West Lincoln Chamber of Commerce.

3) Mayor Cheryl Ganann

Re: Age Friendly Event - Fraud Awareness Seminar
& Mayor's Youth Advisory Committee - Designs for Township's Christmas Cards

Mayor Ganann noted that the Age Friendly Committee will be hosting a fraud alert seminar with flyers being posted around Town to promote the event. Mayor Ganann noted that the Township's Communications Specialist, has done a good job on a Media Release to also promote the event.

Mayor Ganann noted that Members of the Mayor's Youth Advisory Committee will be working on designs for the Township's Christmas Cards this year.

4) Councillor Jason Trombetta

Re: Orthodox Easter

Councillor Trombetta wished those that celebrate, a Happy Orthodox Easter.

10.4 ITEM A32-23

Members of Council

Re: Other Business Items of an Informative Nature

There were Member of Committee that brought forward any other business items of an informative nature.

11. NEW BUSINESS

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

12. CONFIDENTIAL MATTERS

There were no confidential matters.

13. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 9:32 pm.

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

**COUNCILLOR JASON
TROMBETTA, CHAIR**

Schedule A



Dear West Lincoln Council and Staff,

On behalf of the West Lincoln Santa Claus Parade Committee, I would like to thank you for taking the time to consider our grant request. The amount received from the grant is essential to our basic operating budget and ensures the event's success.

As you may be aware, the cost of living has increased significantly in the past few years and the parade is not immune to this current reality. Entertainment, health and safety, Region and Policing costs have increased, therefore raising our overall monetary need from previous years and I would like to take the time to outline our \$7,500.00 request.

While we conduct a significant amount of fundraising by outreaching to over 200 local businesses, we only received financial support/donations from roughly 26 community businesses and partners in 2022 totalling \$9,050.00. Unfortunately, due to circumstances outside of the committee's control, being associated with council, as a "committee of council", we did experience the loss of previous donors due to the impacts of COVID-19 and the necessary measures council and staff took during that time. As you may know, not everyone was not in agreement with these measures required by the Province, which created a significant divide within our community, unfortunately, the parade has not been immune to this reality either. In conjunction with this, many businesses also experienced losses during the pandemic and are not in a position to support the parade.

In 2022, our entertainment costs totalled roughly \$8,000.00, this included three (3) bands and three (3) entertainers. In our experience and through our research, the average cost for a performer generally falls between \$800.00 to \$1,500.00 and the average cost of a polished band (e.g. Burlington Teen Tour) costs between \$3,000.00 to \$4,000.00, with more recreational bands ranging from \$500.00 to \$1,500.00. Following our experience in 2022 we received a great amount of positive feedback on the performers and bands we hired for the event, they were definitely a highlight and many of the performers and bands appreciated our organized approach and taking part in the event. Based on this, the committee hopes to increase the number of bands and/or performances, or at the very least, ensure we can have the same or similar in our 2023 parade. For example, hiring Burlington Teen Tour Band and the Top Hat Marching Orchestra would be ideal, but based on 2022 pricing, this would cost \$6,800.00 and will not be possible without more support from Council and the community.

The costs mentioned above do not include policing (\$1,345.00), Niagara Region bills for road closures and signage (\$1,839.00) and general health and safety costs, advertising, bank fees, the sponsored skating event and other miscellaneous costs (roughly \$2,800.00). Fortunately, due to selling some of the leftover decor from the 2021 drive-thru parade, some carry-over from previous years and the 2022 Community Grant, we were able to pull it off. However, there is significant concern in the longevity and success of future years due to the substantial costs, as mentioned above, volunteer time, commitment and liability without staff support from senior management and council support.

Unlike other communities within the Niagara Region, the West Lincoln Santa Claus Parade has never had a determined yearly operating cost, defined roles for Township staff or much involvement from council. This is at no fault of anyone, it is just the way things have always been. However, to my limited understanding, the shift to becoming a committee of council protected both the volunteers and the Township, with little of those

Schedule A

perceived liabilities being removed from the volunteers. For example, in 2022, I found myself, with no traffic control experience, directing traffic into and out of the Community Centre while Highway 20 remained open during the float arrivals. It was chaotic to say the least. Additionally, while we appreciate the work Officers do, this has been the second year in a row where the support provided by the Niagara Regional Police was not overly effective. However, how are we to know until the day of the event is upon us? Unfortunately, hiring both NRP and traffic control was not a possibility due to financial constraints. What is the liability if I had been hurt? Is this something Township Staff and Council have considered in the past? Things like, collecting and organizing float entry insurance and waivers falling to volunteers - what if something is missed? What is the liability as a Committee of Council? Would this ultimately fall back on the Township? Is there a perceived level of risk we are not considering after all these years? All this to say, the support we have received from our Township Liaison and Council Liaison has been wonderful - and we cannot thank them enough. However, my concerns lie with senior management staff and their awareness of the liability the Township assumes through volunteers as well as for their and Councils commitment to the success of the event.

As previously mentioned, neighbouring communities provide further support to ensure a successful event. For example, in Grimsby, much of the planning and organizing is dependent on the Township, with fundraising and day of activities involving the volunteers. Thorold recently hired a Special Events Coordinator and assumed a large portion of their annual parade and also to assist with events like the Farmers Markets and other holiday events (e.g. Canada Day) that were traditionally run by volunteers. Lastly, the Town of Pelham includes their Santa Claus Parade in their Special Events and Festivals Operating Budget to ensure the events success. Therefore, I truly believe for the longevity and continued success of the parade that staff and council should consider their involvement in the future.

I know I don't need to explain the importance of bringing community together to the people around the tables in the room - and it is more important now more than ever since what we all endured during the pandemic. Doing this for the children and those who enjoy it is very important to the committee and I hope that we can explore different themes and events to ensure an inclusive and fun filled event in the future, no matter how it is celebrated by an individual but to focus on the community as a whole. I am exploring how to highlight different ways community members celebrate on our social media and website as well as considering a future theme of "Christmas Around the World".

As you can see, I am unfortunately not there to speak with you all directly, as a busy mother of two young children and a full time Senior Advisor for the Federal Public Service, as much as I am committed to my community, I am also committed to my family, friends and career and therefore, hope you can understand my absence at tonight's meeting. If you have any remaining questions or concerns, please contact me directly. I look forward to seeing you all at the 2023 parade and would like to thank you again, for your time, consideration and support to date.

Sincerely,

Nicole Scime
Committee Chair



TOWNSHIP OF WEST LINCOLN
PUBLIC WORKS/RECREATION/ARENA COMMITTEE
MINUTES

MEETING NO. THREE

April 17, 2023, 9:37 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

Staff: Bev Hendry, CAO
Joanne Scime, Director of Legislative Services/Clerk
Mike DiPaola, Director of Public Works & Recreation
Wendy Beaty, Coordinator of Recreation Services
Kevin Geoghegan, IT Help Desk Analyst

Others: Regional Councillor Albert Witteveen
Bruce Harris, WeeStream

1. CHAIR- Councillor Mike Rehner

The Chair called the meeting to order at approximately 9:37 p.m.

Prior to commencing with the Public Works & Recreation Committee meeting, Chair Rehner read the following announcements:

- (1) Comments from the public for a matter that were on the agenda could be provided in person by attending the meeting and advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.
- (2) For those individuals that are unable to attend this evening's meeting in person, could submit their comments for matters that are on the agenda by either

- (1) emailing jscime@westlincoln.ca before 4:30 pm. today. Any comments submitted will be considered as public information and read into public record OR
- (2) an individual could contact the Clerk's Department to request a Zoom Link to attend this evening's meeting virtually.
- (3) This meeting was being livestreamed. The link to watch the meeting live could be found on the Township's website by selecting the "Township Office" tab at the top of the website, click the Council or Standing Committee meetings tab and scroll down the meeting list to find the link.
- (4) This meeting was being recorded and will be available to view by clicking the meeting video link found on the Township's website within 48 hours after the meeting unless otherwise noted.

2. LAND ACKNOWLEDGEMENT STATEMENT

The Chair to read the following:

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.

3. CHANGE IN ORDER OF ITEMS ON AGENDA

There were no changes made with respect to the order of items on the agenda.

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

There were no disclosures of pecuniary interest and/or conflict of interest by any Member of the Committee in attendance.

5. APPOINTMENTS

There were no appointments/presentations.

6. REQUEST TO ADDRESS ITEMS ON THE AGENDA

The Chair inquired if the IT Help Desk Analyst was aware if there were any members of the public who were in attendance virtually on the Zoom meeting call 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 was not.

Additionally, the Chair 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, for which the Director of Legislative Services/Clerk confirmed she had not.

There were no members of the public in attendance that wished to address an item on the agenda.

7. CONSENT AGENDA ITEMS

7.1 ITEM PW09-23

CONSENT AGENDA ITEMS

Moved By Mayor Cheryl Ganann

Seconded By Councillor Shelley Bradaric

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

1. Items 1 and 2 be and are hereby received for information;

with the exception of Item 1.

Carried

SUMMARY OF CONSENT AGENDA ITEMS APPROVED:

2. Information Report REC-03-2023 - West Lincoln Community Centre (WLCC) and Recreation Services 2022 Review.

ITEM PW09-23(1) - Information Report PW-12-2023 - Murgatroyd Trail Reconstruction:

1. **Information Report PW-12-2023 - Murgatroyd Trail Reconstruction – Inclusive and Accessible Community Grants Program**

Councillor Bradaric thanked staff for acting on this opportunity so quickly, and asked the Director of Public Works & Recreation to provide an overview of the Murgatroyd Trail Reconstruction project for the public.

In response to Councillor Bradaric's inquiry, the Director of Public Works & Recreation provided an overview of the project.

Councillor Reilly inquired into the specifics of the grant, and if we did not complete the project due to unforeseen issues would the Township have to forfeit the grant.

In response to Councillor Reilly's inquiry, Director of Public Works & Recreation stated he felt confident that staff would be available to complete the project well within the timeframe. The Director noted that it is a requirement of the grant that staff prepare reports to provide updates on the progress of the project in order to the grant requirements, but he would look into the specifics to make sure this was correct.

Mayor Ganann commended staff for being shovel ready on these types of projects, as she moved into a relatively newer subdivision many years ago and have seen many more people using this trail when walking. Mayor Ganann noted that she has seen the trail flooded over and very muddy causing people to walk back and take another route and thanked staff for their efforts to get the trail fixed and for their efforts in applying for the grant to assist with the rehabilitation costs.

Moved By Councillor Shelley Bradaric

Seconded By Councillor William Reilly

That Information Report PW-12-2023 "Murgatroyd Trail Reconstruction – Inclusive and Accessible Community Grants Program" dated April 17, 2023 be received for information.

Carried

8. COMMUNICATIONS

There were no communications.

9. STAFF REPORTS

9.1 ITEM PW10-23

AMENDMENT TO BUDGET

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

Re: Recommendation Report PW-11-2023 - 2023 Road Rehabilitation Project Tender Award (PW 2023-01) - Budget Amendment BA2023-01

The Director of Public Works & Recreation provided a brief overview of the project.

Councillor Reilly stated that he feels that the Township should not proceed with extra work, because if we didn't use the contingency there would be an approximate savings of \$413,000.00 for the Township.

Mayor Ganann stated she understood the comments made by Councillor Reilly; however, she feels that staff should continue on with the project and extend the rehabilitation with the savings, to be the most cost effective.

Councillor Bradaric agreed with Mayor Ganann's comments, and inquired to the Director of Public Works & Recreation regarding the Vaughan Road project, and if extending the project easterly from Wellandport Road was considered.

In response to Councillor Bradaric's inquiry, the Director of Public Works & Recreation explained that this was considered in the tender process; however, the budget restrictions delayed that extension until 2024.

Councillor Chechalk stated that she felt that the Township should follow the appropriate procedures and that it was not unusual for projects to be under and over budget.

With this being the same contractor that the Township had hired for road rehabilitation projects last year and some deficiencies with respect to these projects, Councillor Trombetta inquired to the Director of Public Works & Recreation as to what assurances the contractor will provide to insure the roads will not be problematic a year after being worked on.

In response to Councillor Trombetta's inquiry, the Director of Public Works & Recreation explained that he has undergone negotiations with contractor to address the deficiencies with respect to the work that they had undertaken as part of their contract with the Township.

Councillor Reilly inquired to the Director of Public Works & Recreation regarding how many homes were on this additional section of road, and stated he was sure it was far less than the amount of homes that could be serviced if a road within Ward 3 was being serviced. Councillor Reilly further stated that residents of Ward 3 are double taxed on infrastructure issues, and felt the savings from this project should have been returned to the reserves to do more roads in the future rather than extending a road with so few residents on it.

Councillor Chechalk disagreed with the comments made by Councillor Reilly regarding the double tax on the urban residents, and stated that the

taxes are based on assessment and services provided. Councillor Chechalk noted that residents of Ward 3 have to pay urban service area tax, because they have urban area services that rural residents do not have.

Councillor Reilly disagreed with the comments made by Councillor Chechalk, and stated that the double tax was created long ago and has never been repealed. Councillor Reilly stated that it was an injustice to residents of Ward 3, and felt that any savings from projects such as this should be given back to the reserves to minimize the impact on resident's property taxes.

Councillor Bell inquired to the Director of Public Works & Recreation regarding the \$208,000 savings, and why we use it on a road that was not on the list of roads to be fixed instead of roads already marked for repair. Councillor Bell stated that the savings from this project should have went back to the reserve to service other roads included in the Roads Needs Study instead of continuing with rehabilitation of the proposed section of road.

In response to Councillor Bell's inquiry, the Director of Public Works & Recreation stated there was language in the contract that allows the Township to renegotiate the scope of work and staff had looked at the condition of this section of road and had analyzed when would be the best time to resurface the road. The Director stated that it was determined to be the best time to do this section of road, as all the equipment would already there and there would be minimal increase in cost from the vendor as opposed to restarting the project in the future.

Councillor Rehner stated there were two ways to look at this. The first way is we have an opportunity to do more road, as the equipment was there and the road will only become worse over the next year or the other option would be to put the savings into the reserve (i.e. \$208,000) and pay more later when this section of road is included in the budget for rehabilitation.

It was clarified that any savings from this project would not be reflected specifically this year's taxes as the budget has been approved but at the end of the year any savings would go back into the reserves.

Moved By Councillor Joann Chechalk

Seconded By Mayor Cheryl Ganann

1. That, Recommendation Report PW-11-2023, re: "2023 Road Rehabilitation Project Tender Award (PW 2023-01) – Budget

Amendment BA2023-01", dated April 17, 2023, be received; and,

2. That, Council award the tender submission to Walkers Construction Limited for the road rehabilitation work, in the amount of \$2,112,150.00 (excluding HST); and,
3. That, a project contingency allowance in the amount of \$205,400.32 be provided for this project; and,
4. That, Budget Amendment BA2023-01, as outlined in Appendix C, to reallocate the budgeted expenditures and financing for the five road projects included in this tender, along with the extra work on Young Street (South Grimsby Rd 10 to Grimsby Road) and Concession 4 (Rosedene Rd to Hodgkins Rd), at an estimated cost of \$208,000.00 (excluding HST) based on the unit prices submitted by the low bidder, be approved; and,
5. That, a by-law be passed to authorize the Mayor and Clerk to enter into an agreement with Walkers Construction Limited.

Carried

10. OTHER BUSINESS

10.1 ITEM PW11-23

Members of Committee

Re: Other Business Items of an Informative Nature

There were no Members of Committee that brought forward any other business items of an informative nature.

11. NEW BUSINESS

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

12. CONFIDENTIAL MATTERS

There were no confidential matters.

13. ADJOURNMENT

The Chair to declare the meeting adjourned at the hour of 10:18 pm.



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

**COUNCILLOR MIKE REHNER,
CHAIR**

**PLANNING & DEVELOPMENT DEPARTMENT
MEMORANDUM**

To: Council & Clerk
From: Brian Treble, Director of Planning and Building
Date: April 24, 2023
Subject: Appointment of John Bartol as Chief Building Official

Dear Council,

John Bartol started his current position as Building Inspector with the Township of West Lincoln in May of 2021. Throughout this time, John has shown an overwhelming amount of knowledge for both the Building and By-law aspects of this position.

As a result of John's drive and knowledge, By-law 2023-31 is now being brought forward to appoint John Bartol as the new Chief Building Official for the Township of West Lincoln. John will be taking over this position from our current Deputy Chief Building Official, John Schonewille, who has been with the Township since October of 2019.

John Bartol will begin his new role as Chief Building Official starting on May 1st, 2023.

Respectfully Submitted,



Brian Treble, MCIP, RPP
Director of Planning and Building

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2023-30

**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 27TH DAY
OF MARCH, 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 seventh meeting, regular, held on the 27th day of March, 2023 and of the sixth meeting, 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
24th DAY OF APRIL, 2023.**

MAYOR CHERYL GANANN

JOANNE SCIME, CLERK

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW 2023-31

**BEING A BY-LAW TO APPOINT A CHIEF BUILDING
OFFICIAL, MUNICIPAL BY-LAW ENFORCEMENT OFFICER
AND PROPERTY STANDARDS OFFICER FOR THE
CORPORATION OF THE TOWNSHIP OF WEST LINCOLN
(JOHN BARTOL)**

WHEREAS authority is granted to Municipal Councils, pursuant to Section 3(2) of the Ontario Building Code Act, S.O. 1992 (c.23), to appoint a Chief Building Official, Municipal By-law Enforcement Officer and Property Standards Officer and such inspectors as are necessary for the enforcement of this Act;

AND WHEREAS it is deemed desirable to appoint John Bartol as a Chief Building Official, Municipal Law Enforcement Officer and Property Standards Officer for the Corporation of the Township of West Lincoln.

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

1. That, John Bartol be and is hereby appointed as a Chief Building Official, Municipal By-law Enforcement Officer and Property Standards Officer for the Corporation of the Township of West Lincoln.
2. That, John Bartol shall perform the duties of the Chief Building Official, Municipal By-law Enforcement Officer and Property Standards Officer, as required.
3. That, this By-law shall remain in force and effect until repealed by Township Council.
4. That, By-law 2016-94 be and is hereby repealed.
5. That, By-law 2021-61 be and is hereby repealed.

**READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS
24th, DAY OF APRIL, 2023.**

CHERYL GANANN, MAYOR

JOANNE SCIME, CLERK

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2023-32

A BY-LAW TO AMEND ZONING BY-LAW NO. 2017-70
AS AMENDED, OF THE TOWNSHIP OF WEST LINCOLN

WHEREAS THE TOWNSHIP OF WEST LINCOLN COUNCIL IS EMPOWERED TO ENACT THIS BY-LAW BY VIRTUE OF THE PROVISIONS OF SECTION 34 OF THE PLANNING ACT, 1990;

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

- 1. That, the land described as lots 20,56 and 57, Regional Road 20, Township of West Lincoln, as zoned RM2-64(H-4), is subject to this by-law.
- 2. THAT Map ‘S5’ to Schedule ‘A’ to Zoning By-law No. 2017- 70, as amended, is hereby amended by changing the zoning on part of the subject lands shown on Schedule ‘A’, attached hereto and forming part of this By-law from a Residential Medium Density-Type-2 with site specific exception 64 and holding provision 4 (RM2-64[H-4]) zone to a Residential Medium Density-Type-2 with site specific exception 64 without a holding provision(RM2-64).
- 3. THAT Part 13 of Zoning By-law 2017- 70, as amended, is hereby amended by removing the following holding provision from Table 28:

Temporary Use Provision #	Map #	Parents Zone(s)	Permitted Uses Subject to Holding Provisions	Holding Provisions
H-4	S5	RM2-64	All permitted <i>uses</i> of the site specific <i>zone</i> , except <i>existing uses</i> .	Upgrades to St. Catharines Street to the satisfaction of the Region of Niagara shall be completed prior to any development or site alteration.

- 4. THAT all other provisions of By-law 2017-70 continue to apply.
- 5. And that, this By-law shall become effective from and after the date of passing thereof.

READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS
24th DAY OF APRIL, 2023.

MAYOR CHERYL GANANN

JOANNE SCIME, CLERK

EXPLANATION OF THE PURPOSE AND EFFECT OF BY-LAW NO. 2023-32

The RM2-64(H-4) Zone states that the Holding Symbol (H) will only be removed when the following condition have been fulfilled:

1. Upgrades to St. Catharines Street to the satisfaction of the Region of Niagara shall be completed prior to any development or site alteration

The Township has confirmed that the required condition have been completed to their satisfaction.

File: 1601-09-22
Applicants: Dehaan Homes Inc.

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN
BY-LAW NO. 2023-33

**BEING A BY-LAW TO AMEND SCHEDULE F OF
BY-LAW 2023-11 WHICH CONFIRMED VARIOUS
APPOINTMENTS TO BOARDS AND COMMITTEES**

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, Schedule F of By-law 2023-11 be deleted and replaced with the attached amended Schedule F, Heritage Committee which removed former committee member Allan McLaren.

**READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS
24TH DAY OF APRIL, 2023.**

MAYOR CHERYL GANANN

JOANNE SCIME, CLERK

**SCHEDULE “F” TO BY-LAW 2023-11
(As Amended by By-law 2023-33)**

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:

Naomi Brusse
Darren Draaistra
Wendy Veldman
Kathy Wetselaar

Council Representative: Councillor Shelley Bradaric

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2023-34

A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN AND WALKERS CONSTRUCTION LIMITED FOR THE 2023 ROAD REHABILITATION WORK PROJECT

WHEREAS the Council of the Corporation of the Township of West Lincoln deems it expedient to enter into an agreement with Walkers Construction Limited for the 2023 Road Rehabilitation Work Project.

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

1. That, the Council of the Corporation of the Township of West Lincoln enter into an agreement with Walkers Construction Limited for the 2023 Road Rehabilitation Work Project; and,
2. That, the Mayor and Clerk be authorized to sign the above mentioned agreement, and any other related documents, and to affix the Corporate Seal thereto.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 24th DAY OF APRIL 2023.

MAYOR CHERYL GANANN

JOANNE SCIME, CLERK