

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN COUNCIL AGENDA

MEETING NO. TEN
Tuesday, May 23, 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" - Cairn Christian School

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

- Comments from the public for a matter that is 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 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.
- 3. 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.
- 4. 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

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 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. OPENING PETITION Councillor William Reilly
- 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.
 - 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 Bylaw.
 - 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 were anyone present at this evening's meeting who wished to address a specific item on tonight's Council agenda, as permitted under Section 6.7 of the Procedural By-law.

7. APPOINTMENTS/PRESENTATIONS

There are no appointments/presentations.

8. REGIONAL COUNCILLOR'S REMARKS

9. CONFIRMATION OF MINUTES

9.1 Council Minutes - Regular

Re: April 24, 2023

Moved By Councillor Terry Bell

That, the minutes of the April 24, 2023 regular Council meeting be accepted.

9.2 Council Minutes - Special

Re: April 26, 2023

Confidential Minutes Under Separate Cover

Moved By Councillor Shelley Bradaric

- That, the minutes of the open session portion of the April 26, 2023 special Council meeting be accepted; and,
- That, the confidential minutes relating to the closed session portion of the April 26, 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.
- 9.3 Council Minutes Special

Re: May 1, 2023

Confidential Minutes Under Separate Cover

Moved By Councillor Joann Chechalk

- 1. That, the minutes of the open session portion of the May 1, 2023 special Council meeting be accepted; and,
- That, the confidential minutes relating to the closed session portion of the May 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.
- 9.4 Public Meeting Under the Planning Act Minutes May 8, 2023

Moved By Councillor Mike Rehner

That, the minutes of the public meeting held on May 8, 2023 under Sections 17 and 34 of the Planning Act, with respect to:

- a. Zoning By-law Amendment 5623 Twenty Mile Road (9109072 Canada Inc.)
- b. Official Plan Amendment Proposed Township Official Plan

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26

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Amendment No. 65 be accepted.

10. COMMUNICATIONS

10.1 Pride Month 2023

Re: Recognition Resolution for Township of West Lincoln

Moved By Councillor William Reilly

WHEREAS the Month of June is Pride Month in the Region of Niagara and around the globe; and

WHEREAS Municipalities across the Region will be holding a variety of Pride commemorations throughout the month of June, commencing with the raising of the Pride Flag on Monday, May 29, 2023; and

WHEREAS we recognize that public representation is extremely valuable and is an important way to help all people, and especially marginalized communities, feel safe, welcomed, supported and valued; and

WHEREAS we are committed to fostering a diverse and inclusive community, where hatred and discrimination are not welcome;

NOW THEREFORE BE IT RESOLVED that the Township of West Lincoln Council acknowledge June as Pride Month and encourage the West Lincoln community to unite in support of Pride and all of its members.

FURTHER that the Township of West Lincoln Council endorse the following Pride initiatives in West Lincoln:

- The Township raising of the Progress Pride Flag on Monday, May 29; and
- 2. The sharing of information related to Pride Month in Niagara on all Township social media accounts; and
- 3. The various Pride events and community engagement opportunities organized by and held at the West Lincoln Public Library from May 29, and lasting until end of day June 30.

11. MAYOR'S REMARKS

12. REPORT OF COMMITTEE

12.1 Planning/Building/Environmental CommitteeRe: Minutes - May 8, 2023Confidential Minutes Under Separate Cover

Moved By Councillor William Reilly

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1.	That, the minutes of the open	session portion of the May 8,
	2023 Planning/Building/ Environment	onmental Committee meeting, be
	accepted, and the recommend	dations contained therein, be
	approved; with the exception	of
	Item#(s)_	; and,

 That, the confidential minutes relating to the closed session portion of the May 8, 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.

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 Consent Agenda Items

Moved By Councillor Jason Trombetta
That, Council hereby approves the following Consent Agenda Items:

- 1. Items 1,2,3,4,5,6 and 7 be and are hereby received for information, and:
- 2. Item 8 be and is hereby received and the recommendations contained therein be adopted.

1.	Mayor's Youth Advisory Committee - Minutes of April 5, 2023	77
2.	West Lincoln Santa Claus Parade Committee - Minutes of January 25, 2023	79
3.	West Lincoln Santa Claus Parade Committee - Minutes February 1, 2023	81
4.	West Lincoln Santa Claus Parade Committee - April 5, 2023	83
5.	Information Report T-11-2023 - Financial Update as of April 30, 2023	86
6.	Information Report PW-14-2023 - St. Ann's Road	91

		Reconstruction Municipal Class Environmental Assessment Study (EA Study) Completion	
	7.	Information Report WLFD-07-2023 - Monthly Update April 2023	97
	8.	Recommendation Report T-10-2023 - 2023 Tax Rate By-Law	100
15.2	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)		
15.3	Director of Finance/Treasurer (Donna DeFilippis) Re: Information Report T-12-2023 - 2023 Long Term Borrowing Update		106
	That, I	By Councillor Joann Chechalk nformation Report T-12-2023, regarding the "2023 Long Term ving Update", dated May 23, 2023, be received.	
15.4	of Pub Re: R	ger of Parks, Recreation, & Facilities (Bob Denison) and Director lic Works & Recreation (Mike DiPaola) ecommendation Report Rec-04-2023 - Leisureplex Ball Diamonds rd of LED Lighting Upgrades	113
	Moved 1.	By Councillor Terry Bell THAT, Recommendation Report REC-04-2023, re: "Leisureplex Ball Diamonds – Award of LED Lighting Upgrades", dated May 23, 2023 be received; and,	
	2.	THAT, Council accepts and awards the proposal submitted by Conrad Lighting Solutions in the amount \$222,000.00 (excluding HST); and,	
	3.	THAT, Council approve a 10% contingency amount of \$22,000.00 for this project; and,	
	4.	THAT, the total estimated project cost of \$250,000.00 be approved; and,	
	5.	THAT, a by-law be passed to authorize the Mayor and Clerk to enter into an agreement with Conrad Lighting Solutions.	
15.5	Coordinator of Engineering Services (Jennifer Bernard) and Director of Public Works & Recreation (Mike DiPaola) Re: Recommendation Report PW-15-2023 - 1989 Abingdon Road – Land Purchase for Road Allowance		120
	Moved 1.	By Councillor Shelley Bradaric That Recommendation Report, PW-15-2023, regarding "1989 Abingdon Road – Land Purchase for Road Allowance," dated May 23, 2023, BE RECEIVED; and,	

- 2. That, a By-law be passed to authorize the Mayor and Clerk to sign an agreement for the purchase of Part 2 of Reference Plan No. 30R-15980, on the southeast corner of Abingdon Road and Concession 5 Road; and,
- That, once the lands have been transferred to the Township of West Lincoln, a by-law be passed to declare Part 2 on Reference Plan No. 30R-15980, on the southeast corner of Abingdon Road and Concession 5 Road, as Public Highway.

15.6 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 Mike Rehner

- 1. That, leave be granted to introduce By-law #s 2023-35, 2023-36, 2023-37, and 2023-38, 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 2023-35 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 24th day of April, 2023 and its special meeting held on 26th day of April, 2023 and May 1st, 2023.

- 17.2 BY-LAW 2023-36
 A By-law to adopt the estimates for the year 2023 and to set the rates of taxation for the year 2023.
- 17.3 BY-LAW 2023-37

 A By-law to authorize the Mayor and Clerk to sign an agreement for purchase of a triangular parcel of land on the southeast corner of Abingdon Road and Concession 5 Road, being part 2 on a reference plan 30R-15980, in the former Township of Caistor, now Township of West Lincoln, Regional Municipality of Niagara.
- 17.4 BY-LAW 2023-38

 A By-law to authorize an agreement between the corporation of the Township of West Lincoln and Conrad Lighting Solutions for Leisureplex ball diamonds Award of LED lighting upgrades.

18. CONFIDENTIAL MATTERS

There are no confidential matters.

19. ADJOURNMENT

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



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN COUNCIL MINUTES

MEETING NO. SEVEN
April 24, 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

Kevin Geoghegan, IT Help Desk Analyst

Donna DeFilippis, Treasurer/Director of Finance*

Others: Kailie Pyott, MPAC*

Kirsten Uhl, MPAC*

Bruce Harris, WeeStreem

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

Mayor Ganann called the meeting to order at 6:30 p.m.

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:

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. OPENING PETITION - Councillor Mike Rehner

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.

6. 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, which there was not.

7. APPOINTMENTS/PRESENTATIONS

7.1 Kailie Pyott, Municipal Property Assessment Corporation (MPAC)
Re: MPAC 101 PowerPoint Presentation

Ms. Kailie Pyott, Account Manager from Municipal Property Assessment Corporation (MPAC) reviewed the PowerPoint Presentation that was attached to the agenda. Ms. Pyott touched on the key players when it comes to Property Assessment in Ontario, those being the Ontario Government, MPAC itself, municipalities, and property owners. Ms. Pyott addressed the maintenance of the Province's property database and the changes it was undergoing, as well as the property valuation process referred to as "reassessments", which was still being followed based on property evaluations from January 1, 2016. Ms. Pyott clarified the reason why the 2016 evaluations were still being used and noted that reassessment of properties was largely postponed due to the COVID-19 Pandemic. Ms. Pyott explained how MPAC assessed properties and the direct comparison approach that they were using. Ms. Pyott explained the five (5) major factors that account for approximately 85% of a property's assessed value, MPAC's role in the building permit process, and how to address resolving assessment concerns, which was done through four (4) main ways. Ms. Pyott noted that MPAC establishes the assessment of a property but not the property taxes, and touched on the resources of a digital tool kit to learn more about your property. Additionally, Ms. Pyott explained how to spot misinformation and how property owners can find accurate information. Ms. Pyott concluded her presentation by advising the public to subscribe to InTouch.ca., where they can receive updates and information regarding MPAC, assessment information, and various other important resources for homeowners.

Councillor Chechalk inquired to the presenter that if the Province decided to utilize the newer assessments, would MPAC be prepared to roll those values out quickly to use.

In response to Councillor Chechalk's inquiry, Ms. Pyott noted that MPAC operates on data readiness, and would be able to provide those new numbers whenever the Province decides to enact this measure. Ms. Pyott further clarified how MPAC assesses properties, and the timelines they work under to assess current market evaluations.

Councillor Trombetta asked about the information that MPAC provides for the voters' cards that were distributed as part of the 2022 Municipal Election, where deceased or individuals who no longer lived at the residence were receiving voter cards.

Ms. Pyott stated that Election Ontario was taking over the preparation of the voters' list, but noted that MPAC struggles with updating the voters' list as tenant data was largely reliant on people updating their information through voterlookup.ca, where individuals utilize the service at will, as well as the Land Registry Office forwarding death certificates. Ms. Pyott noted that MPAC handles the assessment of properties well; however, she stated that the Ministry has struggled to address the issue of the preparation of the voters' list, and noted that they will be working collaboratively with Elections Ontario who will be taking over the preparation of the voters' list for the next municipal election.

Councillor Bradaric questioned if the video mentioned by the presenter could be made available for residents, and requested to put the link on our website.

Ms. Pyott provided the link to the information that residents and Council can use to view the information, which is https://www.westlincoln.ca/en/living-here/property-assessments.aspx.

The CAO stated she believes that the link is on the website but staff will insure the video is posted on the Township's website.

8. REGIONAL COUNCILLOR'S REMARKS

Regional Councillor Witteveen read from a prepared statement which is attached as **Schedule "A"** to the minutes. Regional Councillor Witteveen provided an update on various matters, meeting highlights, and events that were addressed by Niagara Region over the past month which included good news for West Lincoln with respect to the approval of Official Plan Amendment 62 and 63 being the Township's 30-year growth plan and was an important step in the growth of our community.

In closing Regional Councillor Witteveen advised that he had applied to the Niagara Peninsula Conservation Authority (NPCA) to be as a member of their Policy Action Committee (PAC). Regional Councillor Witteveen advised that the NPCA was looking for an agriculture representative, and he was pleased that he was chosen and was excited to represent West Lincoln.

9. CONFIRMATION OF MINUTES

9.1 Council Minutes – Regular Re: March 27, 2023

Moved By Councillor Terry Bell
Seconded By Councillor Joann Chechalk

That, the minutes of the open session portion of the March 27, 2023 regular Council meeting be accepted.

Carried

10. COMMUNICATIONS

There were no communications.

11. MAYOR'S REMARKS

Mayor Ganann read a prepared statement which was attached as **Schedule "B"** to the minutes. Further to Regional Councillor Witteveen's remarks with respect to the Township's OPA 62 and 63, Mayor Ganann stated that Region of Niagara unanimously passed OPA 62 and 63, at both the Regional Planning Committee on April 5th and again at Regional Council of the Whole on Tuesday, April 20th. Mayor Ganann stated that the urban boundaries being established by OPA 62, align with the Region's urban boundaries and OPA 63, outlines plans for growth within these boundaries so as to meet Regional growth targets in a logical, phased and sustainable growth rate over a 30 year period. Mayor Ganann stated that this work, over an almost 5-year time period, was done collaboratively and cooperatively by the Township's Planning staff, Regional staff from multiple departments, members of the NPCA, landowners representatives and numerous members of the public. All told, approximately 1000 people took some part in this consultative process that implements Regional growth allocations and ensures a complete community that will include infill and intensification, includes a strong environmental protection and reforestation lens and also provides an agricultural-land protection focus.

12. REPORT OF COMMITTEE

12.1 Planning/Building/Environmental Committee

Re: Minutes - April 11, 2023

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

- 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,
- 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.

Carried

12.2 Administration/Finance/Fire Committee

Re: Minutes - April 17, 2023

Moved By Councillor Jason Trombetta **Seconded By** Councillor Joann Chechalk

That, the minutes of the April 17, 2023 Administration/Finance/Fire Committee meeting, be accepted, and the recommendations contained therein, be approved.

Carried

12.3 Public Works/Recreation/Arena Committee

Re: Minutes - April 17, 2023

Moved By Councillor Mike Rehner **Seconded By** Councillor Terry Bell

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

Carried

13. RECONSIDERATION

There were no items put forward for reconsideration.

14. NOTICE OF MOTION TO RESCIND

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

15. OTHER BUSINESS

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

15.2 Councillor Joann Chechalk

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

Councillor Chechalk noted that over 50 municipalities have endorsed a resolution to support Bill 5, which was designed to ensure that our workplace and our community are safe from harassment and abuse. Councillor Chechalk stated that we need to ensure that, as leaders, we set an example and that we can prevent violence, harassment and abuse in the workplace and this will be a great start in making a difference in our community and in the world.

Councillor Bell stated that he checked with the Clerk to ensure the Township has a violence and harassment policy which she confirmed we did and he urged Council to support Councillor Chechalk's motion.

In regards to Bill 5, Councillor Rehner inquired if this legislation was in place during last term of Council would it have made a difference in how conduct was handled.

The CAO confirmed that, in her opinion, it would have made a difference.

Councillor Rehner spoke to what happened last term of Council, specifically with respect to the Township struggling with the Integrity Commissioner's costs to undertake code of conduct investigations and that this would have been a useful tool at that time and he supported Bill 5 for any future issues that may come forward.

In order to speak to this matter, Mayor stepped down as Chair at approximately 7:22 p.m. and Acting Mayor Trombetta took the chair.

Mayor Ganann read from a prepared statement that she had received from Diana Huson, Regional Councillor for the Town of Pelham, which outlined a number of harassment and abuse experiences that women had faced during their employment in Municipal Government within Ontario.

Mayor Ganann resumed the position of Chair from Councillor Trombetta at approximately 7:27 p.m.

Councillor Reilly noted that this type of issue presents a threat that is genderless, and noted that there was a local municipality that dealt with a situation where a female Councillor harassed a male Councillor. Councillor Reilly noted that he was very supportive of this motion.

Councillor Reilly requested for a verbal and recorded vote to be taken by the Clerk.

Councillor Trombetta advised that he was in support of Bill 5 and asked how a public code of conduct for the safety of Members of Council could be enacted by the Township, and if this could be looked into as well.

Mayor Ganann stated her appreciation for Councillor Trombetta's comments, and noted that this would be the first step in the process to create a more respectful and transparent system.

Moved By Councillor Joann Chechalk Seconded By Councillor William Reilly

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 polices as well as restrict officials whose seat has been vacated from seeking immediate subsequent reelection; and

WHEREAS over 50 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.

•	For	Against	Conflict
Councillor	X	_	
Shelley			
Bradaric			
Mayor Cheryl	X		
Ganann			
Councillor Mike	X		
Rehner			
Councillor	X		
William Reilly			
Councillor	X		
Jason			
Trombetta			
Councillor	X		
Terry Bell			
Councillor	X		
Joann			
Chechalk			
Results	7	0	0
Carried			

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

1) Mayor Cheryl Ganann

Re: Fraud Seminar

Mayor Ganann stated that the Township's Age Friendly Advisory Committee have organized a free event for individuals to learn about and protect themselves against fraud, particularly fraud targeted at seniors. Mayor Ganann stated that Tom Cheel from the Canadian

Anti-Fraud Centre, will be in attendance at the event to speak about identity theft, mass marketing fraud, the most current scams in circulation, and how to recognize and report fraud. Mayor Ganann stated that the event will be held at the West Lincoln Community Centre, in the second floor program room, on Friday, May 12, 2023 commencing at 9:30 a.m. Mayor Ganann encouraged residents to attend, and shared stories regarding individuals within the community that had lost thousands of dollars due to the popular "Grandparent" scam.

2) Councillor Joann Chechalk

Re: West Lincoln Chamber of Commerce Mayor's Luncheon Event - May 18, 2023

After four long years, the West Lincoln Chamber of Commerce have brought back the Mayor's Luncheon event for the business community as well as the community at large to attend. Councillor Chechalk advised that the event will take place on Thursday May 18th, 2023 from 11:30 am to 1:30 pm at the Gizio Recreation & Banquet Centre on Kemp Rd. West in Grimsby. The event includes a delicious lunch with Mayor Ganann, as the guest speaker, who will be sharing what's happening in West Lincoln. Councillor Chechalk advise that tickets for the event were now available and could be purchased by contacting the West Lincoln Chamber of Commerce.

16. NEW ITEMS OF BUSINESS

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

17. BY-LAWS

Moved By Councillor Shelley Bradaric **Seconded By** Councillor Mike Rehner

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

Carried

SUMMARY OF APPROVED BY-LAWS:

17.1 BY-LAW 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.

17.2 BY-LAW 2023-31

A By-law to appoint John Bartol as a Chief Building Official, Municipal Bylaw 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)

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.

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.

18. CONFIDENTIAL MATTERS

There were no confidential matters.

19. ADJOURNMENT

Joanne Sume

The Mayor declared the meeting adjourned at the hour of 7:36 pm

JOANNE SCIME, DIRECTOR OF LEGISLATIVE SERVICES/CLERK

MAYOR CHERYL GANANN

Schedule A to the April 24, 2023 Council Meeting April 24, 2023

Regional Councillors Report

Good evening Mayor, members of council, staff and members of the public This evening I would like to start by sharing in some of the highlights of committee meetings I have attended at the Region this past month. At the Public Works meeting we had a presentation on changes coming in respect to the Household Hazardous Waste program. This program has been in place since the early 1990's and Stewardship Ontario has been overseeing the program. In 2021 new regulation took effect on October 1, 2021 requiring producers to be responsible for the end of life cost for materials. The regulation defines designated materials and the minimum recycling targets, with a number of collection sites. Producers are categorized as small or large based on the number of tonnes put into the marketplace. Number of sites are determined for large producers is based on Local Municipalities populations. Concerns are the distance to travel to collections sites and return to retail sites may fluctuate. Or the general lack of service providers. Targets that have been set out in the regulation are as follows. Batteries 2023 = 40%, 2024=45%, 2025 = 50%.. For electronics 2023= 55%, 2024= 65%, 2025=70%. Tires 85% must be recycled. Funding now is currently based on hours of operation with the new legislation for compensation is moving away from hourly to

a quantity based model. The Niagara Region's staff are in negotiation with Product Care Association for equitable compensation are the next steps moving forward.

Our next item was a report on the Implementation of Red Light Camera's across Niagara Region. 10 signalized intersection have been identified by the Commissioner of Public Works for a term of 26 months with an option to extend for an additional 2 years at the discretion of the Commissioner, to improve road safety and reduce red light running. Three locations have been identified in West Niagara. In Grimsby at Christie St and the South service rd. In Lincoln at Ontario St and the South service rd. In West Lincoln at Victoria Ave and Hwy 20. The implementation of the program is anticipated to occur in late Q3/ early Q4 2023. There will be a 60 day warning period which is done under the legislation and the MTO operating agreement. Coming soon warning signage must be installed 60 days prior to engagement of the system. This program aligns with our Vision Zero strategy.

Later in the day we had our Public Health and Social Services committee meeting. We received a presentation from the Manager of Clinical Services Kim Friesen. We were informed how vaccinations for preventable diseases had taken a back seat because of COVID and access to family

doctors during this time. Want notices were mailed to those individuals had lapsed vaccination statuses. Compliance rates have been at 96% in historic years. Public Health is catching up in setting up school clinics and the community through March and April.

We also had a presentation regarding the Dental Program through public health. Youth Focused Programs which are cost-shared funding are administered through School Screening, Healthy Smile Ontario, Fluoride Varnish Program, Mobile Dental Unit and Outreach. Our Seniors focused Program is funded 100% funded through the Ministry of Health. In the Program called Ontario Seniors Dental Care. Eligibility is based on age and income.

Great news for our EMS teams that the Province is allowing ED tech's to assist in offload delays at the hospitals. This will free up the much needed resources to respond to more urgent calls. The Province has also funded 3 of the 4 extra staff members to help out for the 911 calls at the centre.

Exciting news from the Province on our Homelessness strategy, West

Lincoln supported a state of Emergency on this file and other Local

Municipalities with the Niagara Region lobbied the Province for further

funding. We received and additional 9 million in funding for the next three

years for enhancing the services that we provide. We have been running

behind in funding from the Province and now can provide services to those that require it the most.

At the Planning meeting OPA (62) and OPA (63) were presented for support and approval for West Lincoln's 30 year growth plan. Committee supported the reports and at last weeks council meeting it was ratified. This as you all know was an important step in the growth of our community. I'm sure the Mayor will expand on this through her remarks. And council this completes my report for this month and if any members have any questions I will answer them to the best of my abilities.

Thank-you Albert Witteveen

Schedule B to the April 24, 2023 Council Minutes

Mayor's Remarks for April 24, 2023 Council Meeting

April has been another busy month beginning with the well attended and extremely well organized Easter Egg Hunt on April 7th. It was a delight to see so many residents - children, parents, grandparents out on a chilly but sunny morning to enjoy this time together.

Also that same day, in spite of it being Good Friday, there was a great turn-out for the Canadian Blood Services Blood Donor Clinic at John Calvin School from 3-8 o'clock. Our local Kiwanis Club volunteers staffed the refreshment table for that Clinic., thanking the donors for their very important donation of much-needed blood, especially over a long weekend.

The Easter Market on Saturday, April 8th was wonderful and I thank the vendors for doing their very best to provide ,so early in the season, a variety of interesting items for purchase including such things as Spring bulbs and flowers, delicious cheeses and baked goods and of course many beautifully hand-crafted items of wood, fabric or metals to name a few. People enjoyed being out and about and greeting each other on such a lovely morning!

On April 12, CAO Hendry, Councillors Chechalk and Bradaric and I attended the State of the Region address delivered by Chair Jim Bradley, to a room filled with approximately 400 people at the Niagara Falls Convention Centre. In a room that was packed, we were pleased to have been seated at a table with both members of staff and elected officials, from our neighbouring community of Lincoln.

The morning and into the afternoon of April 15, the Kiwanis Club of West Lincoln kicked off Earth week with their bottle drive. This event removed thousands of bottles and cans from the side of many local roadways, as well as basements and garages preventing many of them from ending up in our landfill site. Funds raised through this go directly back to our community!

I also want, in mentioning Earth Week, to thank the West Lincoln Green Team for promoting environmental clean-up activities in our community throughout the week leading up to Earth Day this past Saturday, April 22.

On the evening of April 15, Councillor Chechalk and John and I were pleased to support the Niagara Christian Gleaners by attending their Saturday evening

fundraising dinner at the West Niagara Agricultural Centre. This event ran for 2 evenings and had over 600 people in attendance over the 2 evenings. Dinner was delicious, the fellowship was engaging and the message delivered by the guest speakers was inspiring.

Most important of all to West Lincoln, is the unanimous passing of OPA 62 and 63, at both the Regional Planning Committee on April 5th and then again at Regional Council of the whole just last Tuesday, April 20th..The urban boundaries being established by OPA 62, align with the Region's urban boundaries and OPA 63, outlines plans for growth within these boundaries so as to meet Regional growth targets in a logical, phased and sustainable growth rate over a 30 year period. This work over an almost 5 year time period was done collaboratively and cooperatively by our Planning staff, Regional staff from multiple departments, members of the NPCA, Landowners representatives and numerous members of the public. All told, approximately 1000 people took some part in this consultative process that implements Regional growth allocations and ensures a complete community that will include infill and intensification, includes a strong environmental protection and reforestation lens and also provides an agricultural-land protection focus.

And finally, just today, in our Library Programme Room, I had the pleasure of welcoming many guests to our relatively new "Asset" - the West Lincoln Community Centre. Saff from Asset Management Ontario and AMO brought in a powerful and engaging speaker, Christina Benty who presented a workshop on the very important topic of Asset Management as all Ontario communities face the costs of maintaining aging infrastructure. Her very clear message surrounded the need to fund core assets appropriately, the absolute necessity of shifting the narrative around the budget process so that residents clearly understand the direct correlation between service levels and taxes, and that our job as elected officials regarding Asset Management is to remain at a high, governance and strategic level rather than being project-based or getting into discussions regarding day to day operational decisions.

In attendance from West Lincoln were Director of Finance/Treasurer, Donna DeFilippis, Director of Public Works and Recreation, Mike DiPaola, and Councillors Chechalk and Reilly.

This provided a wonderful learning opportunity for all in attendance!



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN SPECIAL COUNCIL MINUTES

MEETING NO. EIGHT STRATEGIC PLAN WORKSHOP #1

April 26, 2023, 5:30 p.m. Silverdale Community Centre 4610 Sixteen Rd, St. Anns, 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

Donna DeFilippis, Treasurer/Director of Finance

Mike DiPaola, Director of Public Works and Recreation

Brian Treble, Director of Planning and Building

Vanessa Holm, Library CEO Tim Hofsink, Acting Fire Chief Jessica Dyson, Deputy Clerk

Jacquie Thrower, Executive Assistant Beth Audet, Communications Specialist

Others: Suzanne Gibson, Suzanne Gibson & Associates

1. LAND ACKNOWLEDGEMENT STATEMENT

Mayor Ganann called the meeting to order at 5:30 p.m.

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

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

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

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

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

3. CONFIDENTIAL MATTERS

Moved By Councillor 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:

3.1 Suzanne Gibson, Suzanne Gibson & Associates

Re: Council Training - Strategic Plan Training Workshop

Applicable closed session exemption(s):

- A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:
 - i. The meeting is held for the purpose of educating or training the members.
 - ii. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision making of the council, local board or committee.

Carried

Moved By Councillor Shelley Bradaric **Seconded By** Councillor Joann Chechalk

That, this Special Council Meeting does now resume in open session at the hour of 9:33 p.m.

Carried

3.1 Suzanne Gibson, Suzanne Gibson & AssociatesRe: Council Training - Strategic Plan Training WorkshopCouncil rose without reporting.

4. ADJOURNMENT

The Mayor to declare this meeting adjourned at the hour of 9:33 p.m.

JESSICA DYSON, DEPUTY MAYOR CHERYL GANANN
CLERK



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN SPECIAL COUNCIL MINUTES

MEETING NO. NINE STRATEGIC PLAN WORKSHOP #2

May 1, 2023, 5:30 p.m.

Caistor Community Centre (Abingdon Hall) 9184 Silver St, Caistor Centre, Ontario

Council: Mayor Cheryl Ganann

Councillor Shelley Bradaric Councillor Mike Rehner Councillor William Reilly Councillor Jason Trombetta

Councillor Terry Bell

Councillor Joann Chechalk

Staff: Bev Hendry, CAO

Joanne Scime, Director of Legislative Services/Clerk Mike DiPaola, Director of Public Works and Recreation

Brian Treble, Director of Planning and Building

Vanessa Holm, Library CEO Tim Hofsink, Deputy Fire Chief Jessica Dyson, Deputy Clerk

Beth Audet, Communication Specialist Jacquie Thrower, Executive Assistant

Other Members: Suzanne Gibson, Suzanne Gibson & Associates

1. LAND ACKNOWLEDGEMENT STATEMENT

Mayor Ganann read the following land acknowledgement statement:

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

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

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

3. CONFIDENTIAL MATTERS

Moved By Councillor Joann Chechalk Seconded By Councillor Mike Rehner

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

3.1 Suzanne Gibson, Suzanne Gibson & Associates

Re: Council Training - Strategic Plan Training Workshop #2

Applicable closed session exemption(s):

- 1. A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:
 - i. The meeting is held for the purpose of educating or training the members.
 - ii. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision making of the council, local board or committee.

Carried

Moved By Councillor Mike Rehner **Seconded By** Councillor Joann Chechalk

That, this Special Council Meeting does now resume in open session at the hour of 8:58 p.m.

Carried

3.1 Suzanne Gibson, Suzanne Gibson & AssociatesRe: Council Training - Strategic Plan Training Workshop #2

Council rose without reporting.

4. ADJOURNMENT

The Mayor to declare this meeting adjourned at the hour of 8:58 p.m.

SPECIAL COUNCIL - Strategic Plan Workshop #2 - May 1, 2023			
JESSICA DYSON, DEPUTY CLERK	MAYOR CHERYL GANANN		



TOWNSHIP OF WEST LINCOLN PUBLIC MEETING UNDER THE PLANNING ACT MINUTES AMENDMENT TO TOWNSHIP OF WEST LINCOLN'S ZONING BY-LAW & OFFICIAL PLAN AMENDMENT

May 8, 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 Gerrit Boerema, Senior Planner

Dave Heyworth, Manager of Planning

Shradha Arun, Senior Planner

Kevin Geoghegan, IT Help Desk Analyst

Other Members: Steven Rivers, South Coast Consulting

Raf Cervo

Malcolm and Vira High

John Ganann Sidney Thompson

WeeStreem

5623 TWENTY MILE ROAD (9109072 CANADA INC.) - ZONING BY-LAW

1. Application for Zoning By-law Amendment

AMENDMENT

The Chair advised that this public meeting for rezoning was being held to consider an amendment to the Township of West Lincoln's Zoning By-law under Section 34 of the Planning Act as submitted by Mr. Steven Rivers of South Coast Consulting (Agent) on behalf of the property owner, 9109072 Canada Inc. (Mr. Raf Cervo) (File No.1601-01-23).

EXPLANATION OF THE PURPOSE AND EFFECT OF THE APPLICATION:

An application for Zoning Bylaw Amendment and Site Plan approval has been submitted by Mr. Steven Rivers of South Coast Consulting (Agent) on behalf of the property owner, 9109072 Canada Inc. (Mr. Raf Cervo) to rezone a 0.27-hectare parcel of land located on the north side of Twenty Mile Road/Regional Road 69, west of the Hamlet of St. Anns, municipally known as, 5623 Twenty Mile Road.

The intent of this zoning bylaw amendment and site plan approval application is to permit an agriculture-related use to place an agricultural service establishment on the subject property to sell farm tractor tires. The purpose of the zoning bylaw amendment is to change the zoning from an Agriculture 'A' zone to Agriculture Related zone 'AR'.

2. Purpose of the Public Meeting

The Planning Act requires in Section 34(12) that before passing a Zoning By-law Amendment, Council must hold at least one public meeting for the purpose of informing the public in respect of the amendment.

The Chair stated that the purpose of this meeting was to give an opportunity for the public and Council Members to provide comments and/or ask questions regarding the amendment to the Township of West Lincoln's Zoning By-law submitted for the property municipally known as 5623 Twenty Mile Road (File No. 1601-01-23).

The Chair stressed that, at this point, no decision has been made on the proposed amendments and any comments received will be taken into account by Council in their consideration. The Chair advised that the Planning Act requires in Section 34(14) that Council advise the public that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of West Lincoln before the by-law is passed, the person or public body is not entitled to appeal the decision of Council for the Township of West Lincoln to the Ontario Land Tribunal (OLT).

3. Public Meeting

The Chair requested that the Deputy Clerk advise of the method and dates by which notice of the public meeting was given.

The Deputy Clerk advised the Chair that notice was given by way of email and mail circulation to agencies and neighboring properties on April 11th, 2023. Additionally, a notice sign was placed on the property on April 12th, 2023.

The Chair advised that this was a public meeting to consider a Zoning By-law Amendment application submitted for the property municipally known as 5623 Twenty Mile Road (File No. 1601-01-23).

The Chair asked the Planner, Shradha Arun, to explain the purpose and reason for the proposed Zoning By-law Amendment.

The Planner, Shradha Arun, provided an overview of the application and Technical Report PD-22-23.

The Chair asked if the applicant or their authorized agent has any comments for Council and the Public regarding their application.

Steven Rivers, South Coast Planning, reviewed a PowerPoint Presentation (attached as **Schedule A**) with respect to the proposed Zoning By-law Amendment application.

The Chair asked if there were any oral or written submissions from any members of the public present as part of the meeting that wished to provide comments at this time with respect to the Zoning By-law Amendment. The Chair suggested that if there were any Members of the Public present that wished to provide comments that they should state them now, as OLT may not consider comments made during any other Council and/or Committee meetings.

There were no oral or written submissions from any members of the public for the proposed zoning by-law amendment application.

The Chair asked if any Members of the Committee had any oral or written submissions on the proposed Zoning By-law Amendment. The Chair advised that this may be the only Public Meeting being held with respect to this application; therefore, he noted that if any Members of the Committee has any comments they should state them now as the Ontario Land Tribunal (OLT) may not consider comments made during any other Council and/or Committee meetings.

In response to Councillor Rehner's question regarding why this application for agricultural business use is being considered when the Township's by-law does not permit agriculture uses within an agricultural zone, the Director of Planning & Building stated that the policy is in the Official Plan to guide where and when service type uses for agriculture can be permitted; adding that these types of uses have to come forward on a site-specific basis where the policy is applied in a specific application. The Director of Planning & Building also stated that there is policy with respect to how to apply the Zoning By-law to each property to allow what can be permitted.

Councillor Rehner inquired whether there were any environmental issues on this property prior to the process of the application. In response to Councillor Rehner's question, the Director of Planning & Building shared that should there be a change in use of the property, then an environmental assessment and clean-up would need to occur; however, should the uses remain the same a clean-up is not necessarily required. The Director of Planning & Building also added that under the Building Code the Township's Building Inspector would have to be satisfied that environmental clean up is completed at the time of permit should it be required.

Mayor Ganann raised concerns with respect to the previous use of the property and the soil contamination resulting in this use and whether or not there are any requirement concerns should a building be placed on the property and require a septic bed. The Director of Planning & Building stated that these kinds of issues would be addressed as part of a site plan and soil testing would be required at that stage.

In response to Mayor Ganann's question regarding the property's proximity to the rail line and whether any correspondence needs to be had with CP, the Director of Planning & Building stated that Township staff would have circulated the application for rezoning notice to CP, however, at the time of a site plan CP would be involved noting that one of the concerns on the site plan is the location of the proposed entrance to the property due to setback requirements.

Mayor Ganann spoke about the third-party liability responsibilities outlined in Steven Rivers presentation, noting the municipality's role as the third-party and what it would look like for the Township. Mayor Ganann also raised concerns about the proposed use for the property, noting tire recycling and the issues that can arise with respect to tire storage on the property and that further investigation of the property needs to be completed by staff.

In response to Mayor Ganann's question regarding the tire storage and whether these tires are being stored on site or locally, the owner Raf Cervo, stated that the tires are not stored on site, noting that the tires are picked up on a daily basis and they go to a processing plant in Brantford. Mayor Ganann inquired about whether it is still the owners plan to work with the same company with respect to tire transportation and their ability to move the tires, Mr. Cervo stated that the facility will be used for agricultural related services through good used tires and wish to sell these tires at this location, noting that that tire transportation service is separate from what they are proposing to do. Mr. Cervo stated that there would not be a large volume of tires being stored on-site, specifying anywhere between 50 to 100 tractor tires due to the size of the tires adding that these tires would be

good quality waiting to be sold. Mr. River's added that the number of tires that is stored on the property can be limited per the satisfaction of the Township's Fire Chief.

Councillor Bell raised concerns about the number of tires being stored on site and questioned how this will be monitored should the application be granted. The Director of Planning & Building stated that the property will be subject to site plan control which requires the entering into an agreement where staff could include requirements around control and penalties regarding how many tires are stored at one time. The Director of Planning & Building also stated that there is a provision limiting outdoor storage with respect to this type of zone, noting that with this provision it would restrict the ability for a large volume of tires stored.

Councillor Trombetta stated that he would like to see more of a business plan with respect to what will be done with the property, adding that he does not feel comfortable approving an application where this type of information has not been thoroughly shared with Council. The Director of Planning & Building stated that the Senior Planner and the Manager of Planning will be completing a thorough review before a recommendation comes back to Committee.

In response to Councillor Chechalk's question regarding the current environmental status of the property, Steven Rivers stated that the Region has not requested an environmental site assessment for the property. Councillor Chechalk inquired about the proposed business also changing oil in tractors and what the environmental piece with respect to the oil storage and disposition for this type of business would look like on the property. In response to Councillor Chechalk's question, Mr. Rivers stated that any business of that nature would require the appropriate certifications and approvals from the relevant authorities noting that a building permit would need to be granted for such installation of oil tank which would then trigger approvals from the appropriate agencies.

Councillor Reilly asked for clarification with respect to what the use of the property was prior to the new ownership. In response to Councillor Reilly, the Director of Planning & Building stated that it has always been zoning agricultural; however, noted that back in 2006 there was a number of scrap cars stored on the property adding that it was likely non-conforming.

In response to Councillor Bell's question regarding who would be responsible for an environmental clean up should the current owner sell in the future, the Director of Planning & Building stated that it would be the responsibility of the property owner to obtain record of site condition and environmental clean up should it be required.

In response to Councillor Chechalk's question regarding the burden that the Township may face should, in the future, a power of sale be made on this property with an environmental condition and the municipality then inheriting a parcel of land that it contaminated, the Director of Planning & Building stated that his understanding of the process when it comes to power of sale is that there is some safeguard that is in place where the municipality does not have to assume the liability, however, noted that this would be a matter that would have to be discussed with legal counsel.

The Chair stated that a Technical Report was being considered by Committee later, as part of this evening's Committee meeting and that a recommendation report would be forthcoming to a future Committee and/or Council Meeting. The Chair advised that once Committee and/or Council has made a decision with respect to the Zoning By-law Amendment and if approved by Council, a notice of its passing will be circulated with an appeal period. The Chair stated that if there was anyone who wished to be notified of Council's decision, they should email the Township Clerk, Joanne Scime at jscime@westlincoln.ca.

The Chair stated that anyone who is interested in observing Council and/or Committee discussions about a particular by-law should not solely rely on mailed notices and thus miss the opportunity to attend applicable meetings and suggested the public watch the Township's website for posting of agendas to review items that will be discussed at Council and/or Committee meetings. The Chair advised that agendas for meetings are posted on the Township's website after 4 p.m. on the Friday prior to the meeting and that meeting schedules are also noted on the Township's website for the public to view. The Chair stated that anyone wishing to receive notices by email, should contact the Township Clerk to advise of their request and include their email address along with their mailing address and phone number.

4. Adjournment

The Chair advised that the public meeting with respect to the proposed Zoning By-law Amendment concluded at the hour of 7:27 p.m.

OFFICIAL PLAN AMENDMENT NO. 65

1. Application for Official Plan Amendment

The Chair advised that this public meeting was being held to consider an amendment to the Township of West Lincoln's Official Plan and Zoning By-law under Sections 17 of the Planning Act as submitted by Township Staff (File No. 1701-001-23).

EXPLANATION OF THE PURPOSE AND EFFECT OF THE APPLICATION:

Staff and Council propose changes to the Implementation Section of the Township of West Lincoln Official Plan to address procedural changes that need to be implemented in order to address timelines and other changes resulting from Bill 109, Bill 23, and other related bills. This amendment is written to streamline planning approvals, address the limitation on the ability to impose urban design control, changes to appeal rights, and other related policy amendments. In addition, a new Cost Sharing Policy is proposed to be added to the implementation Section of the Township Official Plan, as required for the cost recovery of the Master Community Plan process in relation to the Urban Boundary Expansion area.

2. Purpose of the Public Meeting

The Planning Act requires in Section 17(15) that before passing an Official Plan Amendment, Council must hold at least one public meeting for the purpose of informing the public in respect of the amendments.

The Chair stated that the purpose of this meeting was to give an opportunity for the public and Council Members to provide comments and/or ask questions regarding the amendment to the Township of West Lincoln's Official Plan application submitted by Township Staff (File No. 1701-001-23).

The Chair stressed that, at this point, no decision has been made on the proposed amendments and any comments received will be taken into account by Council in their consideration. The Chair advised that the Planning Act requires in Section 34 (13) and under Ontario Regulation 543/06 that Council advise the public that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of West Lincoln before the by-law is passed, the person or public body is not entitled to appeal the decision of Council for the Township of West Lincoln to the Ontario Land Tribunal (OLT).

3. Public Meeting

The Chair requested that the Deputy Clerk advise of the method and dates by which notice of the public meeting was given.

The Deputy Clerk advised that Proper notice was circulated to applicable agencies as well as to local developers and their representatives on Friday April 14th, 2023. Notice was also published on the Township website and in local newspapers on Thursday April 13th, 2023.

The Chair advised that this was a public meeting to consider an Official Plan Amendment to implement Provincial changes (Bill 109, Bill 23 and others) (File No. 1701-001-23).

The Chair asked the Director of Planning & Building to explain the purpose and reason for the proposed Official Plan Amendment.

The Director of Planning & Building, Brian Treble, provided an overview of the application and Technical Report PD-27-2023.

The Chair asked if there were any oral or written submissions from any members of the public present as part of the meeting that wished to provide comments at this time with respect to the Official Plan Amendment. The Chair suggested that if there were any Members of the Public present that wished to provide comments that they should state them now, as OLT may not consider comments made during any other Council and/or Committee meetings.

Written comments were submitted by Mary Lou Tanner on behalf of NPG Planning Solutions Inc., which were read into public record and can be found attached as **Schedule B** to the minutes.

The Chair asked if any Members of the Committee had any oral or written submissions on the proposed Official Plan Amendment. The Chair advised that this may be the only Public Meeting being held with respect to this application; therefore, he noted that if any Members of the Committee has any comments they should state them now as the Ontario Land Tribunal (OLT) may not consider comments made during any other Council and/or Committee meetings.

In response to Councillor Chechalk's question regarding the Township's involvement in the cost sharing agreements and adjudicating on behalf of developers, the Director of Planning & Building stated that the Landowners Group is struggling at the moment, due to developers and land owners being in different phases, noting that even though there are different phases the developers and landowners need to operate as a committee. The Director of Planning & Building stated that as the Township pays back the collected development charge piece to offset costs of the study, it is not the responsibility of the municipality to determine the distributions of fees to the developers.

The Chair stated that a Technical Report was being considered by Committee later, as part of this evening's Committee meeting and that a recommendation report would be forthcoming to a future Committee and/or Council Meeting. The Chair advised that once Committee and/or Council has made a decision with respect to the Official Plan Amendment and if approved by Council, a notice of its passing will be circulated with an appeal period. The Chair stated that if there was anyone who wished to be notified of Council's decision, they should email the Township Clerk, Joanne Scime at jscime@westlincoln.ca.

The Chair stated that anyone who is interested in observing Council and/or Committee discussions about a particular by-law should not solely rely on mailed notices and thus miss the opportunity to attend applicable meetings and suggested the public watch the Township's website for posting of agendas to review items that will be discussed at Council and/or Committee meetings. The Chair advised that agendas for meetings are posted on the Township's website after 4 p.m. on the Friday prior to the meeting and that meeting schedules are also noted on the Township's website for the public to view. The Chair stated that anyone wishing to receive notices by email, should contact the Township Clerk to advise of their request and include their email address along with their mailing address and phone number.

4. Adjournment

The Chair advised that this public meeting with respect to the proposed Official Plan Amendment is concluded at the hour of 7:53 p.m.

JESSICA DYSON,	COUNCILLOR WILLIAM REILLY,
DEPUTY CLERK	CHAIR

Proposed Zoning By-law Amendment 5623 Twenty Mile Road Township of West Lincoln

Date: 2023-05-08

Steven Rivers, MCIP, RPP
President / Principal Planner
South Coast Consulting
Land Use Planning & Development Project Management

SUMMARY

Rezone from Agricultural (A) to Agriculture Related (AR) permit an Agriculture Service and Supply Establishment with:

- 4 employees and a 223 sqm building
- Normal business hours
- 0.27 ha lot fronting on Twenty Mile Road adjacent to the rail line
- Selling new and used tractor tires
- Class 4 septic system and washrooms
- Reduced front yard setback and recognized existing lot area



ISSUES

Noise

- Shop doors open to the east
- Distance to nearest dwellings

Direction	Separation Distance
Southwest	145 metres
West	220 metres
East	145 metres
Southeast	335 metres

ISSUES

Traffic

- 15 to 20 trips per day
- Straight, flat, paved road with no hills
- Reduce speed limit to 60 kph

ISSUES

Lights

- Motion light for security
- Only evening work if an emergency on a local farm

EXISTING PARCEL

- 0.27 hectares with about 80 metres frontage on Twenty Mile Road
- Former use for a scrap yard
- Designated Good General Agriculture in the OP
- Zoned Agriculture

EXISTING PARCEL



SURROUNDING USE

	Figure 2				
Land Use Schematic					
Use-Agriculture	Use-Agriculture	Use-Agriculture			
Official Plan-Good General Agricultural	Official Plan-Good General Agricultural Official Plan-Good Gener Agricultural			Official Plan-Good General Agricultural	
Zone-A	Zone-A	Zone-A			
Use- Agriculture		Use-Agriculture			
Official Plan-Good General Agricultural	Subject Property	Official Plan-Good General Agricultural			
Zone-A		Zone-A			
Use- Agriculture	Use- Agriculture	Use- Agriculture			
Official Plan-Good General Agricultural	Official Plan-Good General Agricultural	Official Plan-Good General Agricultural			
Zone-A	Zone-A	Zone-A			

PLANNING CONSIDERATIONS

South Coast Planning and Town Planning Staff consider Legislation and Planning Policies in:

- Planning Act
- Provincial Policy Statement
- Growth Plan for the Greater Golden Horseshoe
- Niagara Region Official Plan
- Township of West Lincoln Official Plan
- Township of Wet Lincoln Zoning By-Law

PROVINCIAL POLICY STATEMENT

The agriculture service and supply establishment use complies with Policy 1.1.4.1 by

- Supporting a healthy, integrated, and viable rural area
- Regenerating / redeveloping a brownfield
- Efficient use or existing rural infrastructure and public services
- Diversifying the economic base of the Township
- Providing economic activities in prime agricultural areas

GROWTH PLAN

The agriculture service and supply establishment use is

- Compatible with the rural landscape and surrounding local land uses
- Sustainable by rural service levels
- Will not adversely affect the protection of agricultural uses

REGIONAL PLAN

Objectives satisfied by the agriculture service and supply establishment use include

- Preserves agricultural lands by not removing land from agricultural production (Objective 5.A.1)
- Conserves natural resources of the rural areas by not encroaching on natural heritage features (Objective 5.A.3)
- Limited non-farm development in rural areas." (Objective 5.A.4)
- Efficient and orderly pattern of land uses in the rural areas, which.
 - Has no land use conflicts
 - No municipal services (Objective 5.A.5)

REGIONAL PLAN

- No conflicts between farm and non-farm uses (Objective 5.A.6)
- Agriculture-related use
 - in appropriate locations
 - at a scale suitable to the agricultural area
 - contributes to profitable and economically sustainable agriculture (Objective 5.A.8)

TOWNSHIP PLAN

Directly related to agriculture and benefits from a rural location:

- Limited scale of operation
- No impact on, does not interfere with, and is compatible with agricultural uses
- No off-site impacts including impacts related to infrastructure or transportation
- Low water and low effluent-producing use, on a site where water and waste disposal systems can be provided

TOWNSHIP PLAN

- No additional public infrastructure
- Does not hinder the agriculture operations on the site or on surrounding land
- No requirement for improvements to utilities or infrastructure such as roads or hydro services
- Complies with policies of the OP and the ROP

ZONING RELIEF

- Permitted Use Add site specific agriculture service and supply establishment
- Reduced minimum lot size to recognize existing lot and reduced front yard

Regulation	Zone Requirements		Provided	Comment	
Regulation	A Zone	AR Zone		Comment	
Minimum lot area	40 hectares	0.4 h hectares	0.27 hectares	Existing lot / underutilized Minor reduction in requirement adequate water and septic No negative impact	
Minimum lot frontage	100 metres	50 metres	79 metres	Satisfied	
Minimum front yard	20 metres	30 metres	10 metres	No negative impact	
Minimum interior side yard	15 metres	7.5 metres	7.5 metres	Satisfied	
Minimum rear yard	20 metres	7.5 metres	>7.5 metres	Satisfied	
Maximum lot coverage	10 percent	40 percent	8.3 percent	Satisfied	
Maximum height	15 metres		TBD	Will comply	
Minimum landscaped open space	No minimum			Satisfied	
Maximum outside storage	5 percent of lot area	10 percent of lot area	TBD	Will comply	

OPINION

- Conforms with the provisions of the Planning Act, PPS; Growth Plan; ROP;
 and OP
- Permits the agriculture service and supply establishment use
- Is good planning
- Council can be confident the Zoning By-law Amendment is consistent with the Township's Official Plan and Regional and Provincial policies

QUESTIONS?

THANK YOU

Provincial Policy Statement 2020

- 2.0 Wise Use and Management of Resources
- 2.3 Agriculture
- 2.3.3.1 In *prime agricultural areas*, permitted uses and activities are: *agricultural uses*, *agriculture-related uses* and *on-farm diversified uses*.

Niagara Regional Plan

- 4.1 The Agricultural System
- 4.1.2.3 In . . . *prime agricultural areas*, all types, sizes and intensities of *agricultural uses* . . . shall be promoted and protected and a full range of *agricultural uses*, *agriculture-related uses* and *on-farm diversified uses* are permitted.

West Lincoln Official Plan SECTION 4 AGRICULTURAL LAND USE POLICIES

- 4.2 Objectives for all Agricultural Areas
- c) To **promote** small scale secondary uses and agriculture-related uses that are compatible with and do not hinder surrounding agricultural operations.
- 4.4 Good General Agriculture Areas . . . Lands within the Good General Agricultural Designation shall be used for a full range of agriculture, agriculture-related secondary uses that can adapt to changing farming needs and practices.

Table 11: Permitted Uses in Agricultural Zones

Uses	Zon	Zones where Permitted				
Principal Uses						
Agricultural use	A	APO				
Agriculture-related use			AR ⁽²⁾			
Agricultural service and supply establishment			AR ⁽²⁾			
Commercial kennel (see s. 3.8)			AR ⁽²⁾			
Contractors establishment			AR(2)			
Garden centre			AR ⁽²⁾			
Pet care establishment (see s. 3.8)			AR ⁽²⁾			
Private kennel (see s. 3.8)			AR ⁽²⁾			
Service shop			AR ⁽²⁾			
Single detached dwelling	A					
Veterinary clinic			AR ⁽²⁾			
Wayside pit or quarry (see s. 3.27)	A	APO	AR			
Accessory Uses (1)	'	•				
Accessory buildings or structures and accessory uses (see s. 3.1)	A ⁽¹⁾	APO(1)	AR(1)			
Accessory dwelling unit (see s. 3.2)	A(1)					
Accessory farm dwelling (see s. 3.2)	A ⁽¹⁾					
Garden suite (see s. 3.2)	A ⁽¹⁾					
Group home (see s. 3.6)	A ⁽¹⁾					
Home occupation (see s. 3.7)	A ⁽¹⁾					
On-farm diversified uses (see s. 3.11), including:	A ⁽¹⁾					
Agriculture-related use (see s. 3.11)	A ⁽¹⁾					

AGRICULTURAL SERVICE AND SUPPLY ESTABLISHMENT means *premises* used for the supply of goods, materials, equipment and/or services that support *agricultural uses*.



May 5, 2023

Joanne Scime, Clerk Township of West Lincoln

VIA EMAIL

Dear Ms. Scime,

RE: Township of West Lincoln OPA 65 – Implementation of Bill 109 Public Meeting of May 8, 2023

Please accept this letter as comments on behalf of Phelps Homes regarding Township of West Lincoln OPA 65 and the proposed modifications to be brought to Township Council. NPG Planning Solutions Inc. are land use planning consultants to Phelps Homes and JTG Holdings regarding their lands within the OPA 63 Secondary Plan Area (Smithville Urban Boundary Expansion). Phelps Homes and JTG Holdings are also participants in the landowners group for OPA 63. The Phelps lands are in Phases 4A, 4B, while the JTG Holdings lands are in Phase 4C of the OPA 63 lands.

We are sending this letter to you to provide commentary on the proposed OPA 65. Our comments are relative to the matters outlined in this letter.

Site Plan Control:

OPA 65 proposes to include certain design matters as being included in the Township's review of Site Plans (Policy 18.6 d)). Please note that exterior design is no longer subject to site plan control. This policy requires further revision based on the requirements of the *Planning Act*.

Pre-Consultation:

OPA 65 proposes a three stage process for pre-consultation which would consist of:

- 1. Pre-consultation to determine submission requirements.
- 2. Review of completed studies.
- 3. Commencement of the timelines under Bill 109.

This process moves the current process of review of applications and the studies to a process outside the *Planning Act* timeline. The work of the current Provincial Government is to build homes more expeditiously. The proposed process appears to be at odds with the Province's commitment to building more housing. This is evidenced by moving reviews outside of the *Planning Act* timelines and by the lack of commitment to timely decision making (and timelines) to respond to submissions. For example:

- 1. There is no commitment to hold a pre-consultation in a timely manner nor is there a commitment to a certain timeline to hold the pre-consultation (e.g. 30 days).
- 2. There is no commitment to a response time for applicants to receive the documentation from the pre-consultation.
- 3. There is no commitment to a timeline for review of completed studies.
- 4. There is no commitment to a timeline for when a decision on completeness will be communicated.

Taken with the proposed policies and the lack of a commitment to timely decision making, the policies are not aligned to the legislation. Further, applicants have rights under the *Planning Act* regarding an application submission and completeness. The policies in OPA 65, in effect, remove the rights of applicants in the *Planning Act*. Revision to these policies is required.

Cost Sharing:

Proposed Policy 18.25 addresses cost sharing in the Smithville Urban Boundary Expansion Lands. The policies confer authority on the Trustee of the Landowners Group for confirmation. These policies in essence create the Trustee of the Landowners Group as an authority with decision making power as part of conditions of development approval. We submit to you that this type of authority is outside the scope of the *Planning Act* as there are specified agencies and authorities in the *Act*, none of which are Landowners Group Trustees. These policies must be removed from OPA 65.



Cost sharing policies, however, are necessary for the Township to implement OPA 63 and the planned growth in Smithville. The Township must commit to a fulsome financial strategy and the implementation tools to achieve financially viable and sustainable development in the Smithville Urban Boundary Expansion Lands. The Township's policies need to include:

- 1. A fair and equitable sharing of the costs of providing the required infrastructure and community facilities.
- 2. A sharing of costs on a pro-rata basis among all landowners to ensure the cost of studies and infrastructure is shared fairly and equitably.
- 3. A commitment to an acceptable financial strategy for the costs of infrastructure and community facilities. The financial strategy must include the Township and the Region as participants, identifying the contributions to the infrastructure and community facilities by both organizations and landowners.
- 4. The implementation of the financial strategy must include, but not be limited to, the following:
 - a. An update to the Development Charges By-law for the Township and the Region;
 - b. A commitment to preparing Front Ending Agreements and Cost Sharing Agreements for infrastructure and community facilities;
 - c. Policies that include best efforts cost recovery requirements as well as detailed financial implementation policies to ensure that costs are paid fairly and equitably and repayment made to any landowner who front ends infrastructure and/or community facilities.

There are multiple examples of municipalities who have successfully implemented financial planning and a fair and equitable cost sharing strategy for greenfield communities. We would be pleased to provide examples from these communities. The Cost Sharing policies as proposed must be removed and rewritten for the reasons above.

Conclusion:

Thank you for the opportunity to provide comments on OPA 65. It is our view that there is more work to be done on the policies and the amendment should be returned to staff for further work. We would be pleased to meet with Township staff to review our feedback and discuss new options for the policies.



Please provide the undersigned with notice of all meetings, open houses, staff reports, and decisions regarding OPA 65. Thank you.

Sincerely,

Mary Lou Tanner, FCIP, RPP

Principal Planner

NPG Planning Solutions Inc.

mtanner@npgsolutions.ca

cc: D. Samis and J. Whyte, Phelps Homes

Warrel

- J. Georgakakos
- B. Treble, Township of West Lincoln
- D. Morreale and M. Sergi, Niagara Region
- J. Meader, Turkstra Mazza





TOWNSHIP OF WEST LINCOLN PLANNING/BUILDING/ENVIRONMENTAL COMMITTEE MINUTES

MEETING NO. FIVE May 8, 2023, 6:00 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 Gerrit Boerema, Senior Planner

Kevin Geoghegan, IT Help Desk Analyst Dave Heyworth, Manager of Planning

Shradha Arun, Senior Planner

Other Members: Steven Rivers, South Coast Consulting*

Raf Cervo*

Malcolm and Vira High*

John Ganann*

Sidney Thompson*

*IN ATTENDANCE PART-TIME

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

For confidential matters.

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

2. CONFIDENTIAL MATTERS

Moved By Mayor Cheryl Ganann Seconded By Councillor Terry Bell

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

2.1 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 Shelley Bradaric

That, this Committee meeting now resume in open session at the hour of 6:20 p.m.

Carried

2.1 ITEM P39-23

Director of Planning & Building (Brian Treble)

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

Moved By Councillor Terry Bell

Seconded By Councillor Shelley Bradaric

That, the Township of West Lincoln Solicitor be and is hereby authorized to proceed as directed in closed session with respect to a

Legal/Solicitor-Client Matter relating to an Ontario Land Tribunal (OLT) Matter – Helen Kszan (File No. 22-00280).

Carried

3. CHAIR - Councillor William Reilly

The Chair called a recess at 6:22 p.m. following confidential matters, and the meeting resumed at 6:30p.m.

Prior to commencing with the Planning/Building/ Environmental Committee meeting agenda, Chair Reilly asked for a moment of silence to pay respects to a Township employee and valued member of the community, Rick Tracey, who passed away suddenly over the weekend.

Following the moment of silence 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.

4. 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.

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

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

6. PUBLIC MEETING(S)

6.1 Zoning By-law Amendment - 5623 Twenty Mile Road (9109072 Canada Inc.)

Re: An application for Zoning Bylaw Amendment and Site Plan approval has been submitted by Mr. Steven Rivers of South Coast Consulting (Agent) on behalf of the property owner, 9109072 Canada Inc. (Mr. Raf Cervo) to rezone a 0.27-hectare parcel of land located on the north side of Twenty Mile Road/Regional Road 69, west of the Hamlet of St Anns, municipally known as, 5623 Twenty Mile Road. (File No.1601-01-23)

6.2 Official Plan Amendment - Proposed Township Official Plan Amendment No. 65

Re: Proposed changes to the Implementation Section of the Township of West Lincoln Official Plan to address procedural changes that need to be implemented in order to address timelines and other changes resulting from Bill 109, Bill 23, and other related bills. This amendment is written to streamline planning approvals, address the limitation on the ability to impose urban design control, changes to appeal rights, and other related policy amendments. (File No. 1701-001-23)

7. CHANGE IN ORDER OF ITEMS ON AGENDA

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

8. APPOINTMENTS

8.1 ITEM P40-23

Malcolm and Vira High

Re: Address By-law Concerns and By-law Enforcement Coverage

Malcolm and Vira High reviewed a prepared presentation addressing various by-law enforcement concerns, such as parking, dogs off leash and the use of fireworks.

Councillor Reilly shared his concerns with respect to the size of the Township's by-law department noting that the current by-law officer wears many hats. In response to Councillor Reilly's question regarding enforceability, the Director of Planning & Building stated that the By-law Enforcement Officer has worked alternative hours to allow for some after hour enforcement patrol, noting that during winter hours the officer works alternative hours to deal with on street parking during snow events.

In response to the CAO's question regarding when the Township onboarding of enforcement staff, the Director of Planning & Building stated the Township obtained a full-time enforcement officer back in 2019. The CAO also shared that there is a misconception that by-law infraction tickets pay for staffing, which is not the case.

Councillor Bradaric inquired about current staffing powers of authority and whether there is something that could be put in place for the park situations, such as parks & recreation staff being able to enforce while they are out in the area, the Director of Planning & Building stated that there are a number of staff that have a power of authority, some in which are related to specific enforcement authorities. The Director of Planning & Building stated that the Township's By-law Enforcement officer as well as the Chief Building Official are designated as Municipal Law Enforcement Officers who have additional responsibilities as it relates to enforcement. The Director of Planning & Building also stated that the tough part with respect to trying to enforce concerns is catching someone in the act. Councillor Bradaric shared that when staff review these by-law enforcement matters that staff capacity with respect to enforcement be taken into consideration.

Moved By Mayor Cheryl Ganann Seconded By Councillor Jason Trombetta

That, the presentation by Malcolm and Vira High regarding various by-law concerns addressed at the May 8th, 2023

Planning/Building/Environmental Committee meeting, be received for information and referred to staff.

Carried

9. REQUEST TO ADDRESS ITEMS ON THE AGENDA

There were no requests to address items on the agenda.

10. CONSENT AGENDA ITEMS

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

Due to agenda publishing errors, the consent agenda items as outlined below were read to Members of Committee and the consent agenda items and any exceptions were voted on accordingly.

10.1 ITEM P41-23

CONSENT AGENDA ITEMS

Moved By Mayor Cheryl Ganann Seconded By Councillor Terry Bell That the Planning/Building/Environmental Committee hereby approve the following Consent Agenda items:

1. Items 1, 2 and 3 be and are hereby received for information with the exception of Item no.(s): 2

Carried

- Technical Report PD-27-2023 Proposed Township Official Plan Amendment (No. 65) to Implement Provincial Changes (Bill 109, 23, and others)
- 3. Information Report PD-23-2023 Site Plan and Development Agreement Approval Update
- 2. Technical Report PD-22-2023 Application for Zoning Bylaw Amendment 5623 Twenty Mile Road (File No. 1601-01-23)

Councillor Rehner pulled Technical Report PD-22-2023 as it relates to the application for Zoning Bylaw Amendment 5623 Twenty Mile Road (File No. 1601-01-23), as he noticed that the file number outlined within the report, did not match the file number that was indicated on the agenda. It was confirmed that the correct file number as it relates to the Zoning Bylaw Amendment for 5623 Twenty Mile Road is 1601-01-23.

Moved By Councillor Mike Rehner **Seconded By** Councillor Terry Bell

Technical Report PD-22-2023 – Application for Zoning Bylaw Amendment 5623 Twenty Mile Road (File No. 1601-01-23)

Carried

11. COMMUNICATIONS

There are no communications.

12. STAFF REPORTS

12.1 ITEM P42-23

Senior Planner (Gerrit Boerema), Manager of Planning (Dave Heyworth) and Director of Planning and Building (Brian Treble)

Re: Recommendation Report PD-24-2023 - Recommendation Report Review of Secondary Unit Policies and Regulations

Moved By Councillor Terry Bell Seconded By Mayor Cheryl Ganann

- 1. That, Recommendation Report PD-24-2023 regarding, "Review of Secondary Unit Policies and Regulations," dated May 8, 2023, BE RECEIVED; and,
- That Staff be authorized to commence a review of the Township's secondary unit policies and regulations and initiate an Official Plan Amendment and/or Zoning Bylaw Amendment process if required to implement any proposed changes.

Carried

12.2 ITEM P43-23

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

Re: Recommendation Report PD-25-2023 - Proposed Provincial Planning Policy Changes

In response to Councillor Rehner's question regarding the opportunity that farmers would have to have a retirement lot, but two other lots on one parcel of land should the requirements be met, the Manager of Planning clarified that the proposed agricultural policies state owners of farm parcels that existed prior to 2023 that are adjacent to a non-farm use property, can potentially create three lots on one parcel of land should all of the requirements be met.

The Director of Planning & Building provided some clarification with respect to the policy, stating that per the proposed policy, any lot that existed on January 1, 2023 is entitled to the new regulations, noting that the history of the property does not matter should an owner wish to create three lots.

Moved By Councillor Shelley Bradaric **Seconded By** Councillor Terry Bell

- 1. That, Recommendation Report PD-25-2023, regarding "Proposed Provincial Planning Policy Changes", dated May 8, 2023 be RECEIVED; and,
- 2. That, Township Council ENDORSE the comments in this report to be forwarded to the Province as the Township's comments on ERO postings # 0196822 and 0196813.

Carried

13. OTHER BUSINESS

13.1 ITEM P44-23

Manager of Planning (Dave Heyworth)

Re: Request for Proposal (RFP) Parks, Recreation, Trails and Corridors Master Plan

VERBAL UPDATE

The Manager of Planning provided an update to Members of Committee with respect to the Parks & Recreation Master Plan and Trails & Corridors Master Plan stating that staff will be amending these plans due to the population growth within the municipality over the next 30 years; therefore, staff want to start planning for what facilities the community would need over this timeframe. The Manager of Planning stated that staff are looking to get a Request for Proposal (RFP) out within the next couple of weeks, noting that this could be a six-month process to complete the plan.

13.2 ITEM P45-23

Director of Planning & Building (Brian Treble)

Re: Consolidated By-law on the Township's Website

VERBAL UPDATE

The Director of Planning & Building provided an update to Members of Committee with respect to the Township's Zoning By-law (Consolidated), sharing that planning staff are working to get this by-law updated to ensure the most current revisions are on the website.

13.3 ITEM P46-23

Members of Committee

Re: Other Business Matters of an Informative Nature

Mayor Ganann

Re: Age Friendly Presentation for fraud prevention May 12th Mayor Ganann reminded Members of the Committee and Members of the Public that on May 12th the Age Friendly Advisory Committee is holding an anti-fraud seminar at the West Lincoln Community Centre at 9:30 a.m. with Tom Cheel from the Canadian Anti-Fraud Centre.

2. Councillor Reilly

Re: Faith Fair & Smile Cookie Campaign Councillor Reilly shared that he was able to attend the Faith Fair at St. Martin's School noting that what he got to experience was very well done. Councillor Reilly also shared that the Smile Cookie Campaign raised their goal of \$25,000 which made for a very successful campaign. Mayor Ganann added that the food campaign will be running until May 12th, sharing that Community Care is currently sitting at 9,000 pounds of food.

14. NEW BUSINESS

There were no new business items brought forward from Members of Committee.

15. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 9:01p.m.

JESSICA DYSON,	COUNCILLOR WILLIAM REILLY,
DEPUTY CLERK	CHAIR



318 Canborough St. P.O. Box 400 Smithville, ON LOR 2A0

T: 905-957-3346 F: 905-957-3219 www.westlincoln.ca

TOWNSHIP OF WEST LINCOLN MAYOR'S YOUTH ADVISORY COMMITTEE (MYAC)

MEETING NO. THREE: Wednesday, April 5, 2023 Township Administration Building, 318 Canborough Street, and Smithville – **3:30 p.m. Council Chambers**

Mayor Ganann

Syd Kivell

Reighan Van Duzen Carson McFarlane Carter Pataran Seth Chechalk Joshua Harkin Tamas Hunter

Staff:

Jacquie Thrower, Executive Assistant

Jessica Dyson, Deputy Clerk

1. Welcome and Introduction of members/guests

Mayor Ganann welcomed Tamas as a guest. Thomas is a grade 8 student at Cairn Christian School.

- 2. Business Arising from Minutes:
 - i) Goals for new membership (suggestions, ideas for discussion)

Mayor Ganann encouraged the members to continue to invite their friends to future meetings. Mayor Ganann stated that there was not a MYAC during the last term of Council 2018-2022, however in 2014-2018 the MYAC had provided input into the skate park that is located at the West Lincoln Community Centre. Mayor Ganann advised that a recording of area youth choirs is played at Council Meetings and encouraged members that if their school had a choir that they submit a recording of O Canada that could be incorporated into the rotation to be played at future Council Meetings.

3. Education Presentation – Guest: Jessica Dyson, Deputy Clerk Working in Municipal Government – Clerk's Dept.

Mayor Ganann introduced Jessica Dyson to the Committee. Mayor Ganann advised that Jessica's work at the Township has centered around the Deputy Clerk role.

Jessica stated she had difficulty choosing a program to take at Brock Universit. School didn't really interest her and her favourite subjects at Grimsby Secondary School were Drama and Phys. Ed. Jessica started with municipal government at approx. age 16 at the Town of

Grimsby by working as a camp leader and ended her time with them as a records assistant doing tasks such as issuing marriage licences. Jessica advised her job mainly focuses on dealing with Council members and the public. Mayor Ganann advised that the Clerks dept. is responsible for taking minutes of every Committee/Council Meeting and that the role has evolved to an electronic system of delivering the Committee/Council Agenda and Minutes. Jessica advised she has now found her passion in municipal government and has furthered her education from Brock by taking AMCTO courses and now loves to learn. Mayor Ganann encouraged the Committee to try new things before establishing a career path and advised that the provincial legislation states that the Township of West Lincoln must employ a Clerk.

Mayor Ganann stated that Beth Audet, Communications Specialist will be the guest at the next meeting on May 3, 2023. Mayor Ganann advised that Beth brings many interesting aspects to her job and started her career as a reporter.

4. Corporate Christmas Card

Mayor Ganann distributed Christmas Cards that she had received and committee members took some time to sketch ideas for a Christmas card for the 2023 season. The Committee members suggested the following pictures: winter camping, seasonal lights on a tree, the train station and the seasons greeting sign, and a farm scene in the winter.

5. Future topics of interest to MYAC – for discussion

Mayor Ganann advised that she hoped to have the following guests at an upcoming meeting:

Provincial Member of Parliament Sam Oosterhoff – Date to be determined A 4th Generation Farmer – Date to be determined

It was the consensus of the Committee that meetings continue during the summer and the Meeting time may be adjusted to a morning meeting.

6. Adjournment

The meeting adjourned at 4:30 p.m.

Mayor Cheryl Ganann

Jacquie Thrower, Executive Assistant



Committee Meeting Agenda

January 25, 2023 @ 7:30 PM

Location: via Zoom meeting

Chair: Nicole Scime

Secretary: Nicole Scime - interim

Present: Nicole, Wendy, Peggy, Chantel, William, Lesley, Scott, Lesley, Vicky, Jane

Absent: Joel

Quorum Confirmed: Y/N: Y

Secretary's Report

M/S: N/A

Treasurer's Report

M/S: N/A

For Discussion:

Welcome new members

- Round table of introductions
- Sign forms for township policies, etc. Wendy to follow-up

• Go over roles and terms of reference

- Previous committee and roles
- Nicole fill in the role of acting chair until the new committee is appointed in positions
 - M/S William/Scott

• Nicole will send out Terms of Reference and Google Drive information

Council grant request

William went over the grant process

Chantel: Can we request a grant covering the bases of the Townships

investment in the parade?

Nicole provided some context in terms of current finances

roughly \$4,000 going into 2023

Nicole proposed going in with a grant request \$5,000-\$6,000

• William provided an overview of the grant review. e.g. it will go through

staff for review and then council to vote on

Peggy - people are looking forward to the next parade and the night

parade was a great hit and hopefully this will encourage council to

provide more funding

Motion put forward to ask council for \$7,500 in the grant request

M/S: Peggy/Lesley

William disclosing conflict of interest and did note vote

Round Table

No items brought forward

Next Meeting: February 1, 2023 @ 7:30 PM

Meeting adjourned: 8:10 PM



Committee Meeting Agenda

February 1, 2023 @ 7:30 PM

Location: via Zoom meeting

Chair: Nicole Scime

Secretary: Nicole Scime - interim

Present: Nicole, Wendy, Chantel, William, Lesley, Scott, Lesley, Vicky, Jane, Peggy

Absent: N/A

Quorum Confirmed: Y/N: Y

Secretary's Report

Motion to accept the minutes from 2023-01-25

- electronic vote, carried.

Treasurer's Report

M/S: N/A

For Discussion:

- The February 1st meeting was to elect the new executive committee for the 2023 calendar year.
- Chair
 - Nicole Scime
 - Nominated by William
 - M/S William/Chan
- Vice Chair
 - Peggy

- Scott nominated Peggy, acclaimed
- William Nominated Scott, which was respectfully declined
- Secretary
 - Scott Crawford, acclaimed
 - M/S Scott/William
- Treasurer
 - Joel
 - Nominated by Chantel
 - M/S Chantel/Peggy
- Fundraising Coordinator
 - Chantel
 - Nominated by Nicole
 - M/S Scott/Joel
- Traffic Coordinator
 - Vicky
 - Nominated by Chantel
 - M/S Chantel/Joel
- Bands/Entries Coordinator
 - Lesley, acclaimed
 - M/S Scott/Peggy

Round Table

No items brought forward

Next Meeting: April 5 @ 7:00 PM, in person - location to be determined

Meeting adjourned: 8:00 PM



Committee Meeting Minutes

Date: April 5, 2023

Location: Touchdown Willys

Chair: Nicole Scime

Secretary: Scott Crawford

Present: Wendy, Lesley, Jane, Bill, Nicole, Joel, Vicky, Cantel, Scott, Peggy

Absent: NIL

Quorum Confirmed: Y/N: Yes

Secretary's Report

Motion to accept the minutes from February 1, 2023

Scott/Joel

Treasurer's Report

We received NRP bills for 2021 and 2022. The 2021 bill had been sent to the wrong address.

We are left with a balance of 3500.00 We had hoped to start with a 4000 balance

We get a grant for being rural and agriculturally based. It is less then it used to be. Without it we would be paying 14 percent more in taxes.

M/S: Nicole/Lesley

For Discussion:

- Fundraising/Bands
- Wendy said there are policies that need to be signed off from the township. She has
 made everyone a binder with a sign off sheet. She doesn't need the policies or binder
 back. She will collect the sign up sheets at the next in person meeting.
- Parade will be November 25.
- Motion to make the theme Countdown to Christmas
- Chantel/Lesley
- Pass by consensus
- Nicole will send Lesley the bands list. She will call them fairly soon.
- If we can get quotes we will be ahead of the game.
- Carruthers said they wanted to be more involved.
- Bill said now that we've moved forward we may see more people involved.
- Discussion was had about when to approach sponsors. July was discussed.
- Peggy asked if there was a list of particular things to sponsor. Typically we asked about level of sponsorship. ie gold, silver, bronze. There is also a community partners spotlight.
- It would be nice to put our bigger sponsors on our banner
- There is a level of sponsors that will be on the website. Gold Platinum Diamond
- Diamond 1000 (name on banner)
- Platinum
- Gold
- Silver

•

- Discussion was had about town staff's involvement and liability of volunteers.
- NRP sent a letter saying they were taking a step back from community events. Bill
 stated they just hired 44 more uniformed officers. It was discussed that this should be

brought up at a council meeting. The committee will need more township assistance with manpower and/or funding for security.

- Bill will talk to Joanne about this matter.
- Vicky will get in touch with Nicky Meizel regarding traffic control if the NRP fall through
- Motion to adjourn Nicole/Bill 8:10

Next Meeting:

Meeting adjourned:





DATE: May 23, 2023

REPORT NO: T-11-2023

SUBJECT: Financial Update as of April 30, 2023

CONTACT: Donna DeFilippis, Director of Finance/Treasurer

OVERVIEW:

 Presentation and analysis of operating and capital expenditures as of April 30, 2023

RECOMMENDATION:

That, Information Report T-11-2023, regarding the "Financial Update as of April 30, 2023", dated May 23, 2023, be received for information.

ALIGNMENT TO STRATEGIC PLAN:

Theme #6

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

BACKGROUND:

The Finance Department has completed a review of operating results up to the end of April 30, 2023. Appendix A is a summary of the Operating Revenues and Expenditures up to April 30, 2023. The analysis has taken into account the timing and seasonality of certain budget lines. The column titled "Budget" under the "Operating YTD" heading on the attached analysis indicates the portion of the budget that would be expected to be expended as of April 30, 2023. This report summarizes the actual operating expenditures up to April 30, 2023 by service area. Appendix B to this report is a presentation of April 30, 2023 results by "object" code and includes Capital expenditures. In the past Council has also received an appendix that outlined the balances in the reserve funds up to the end of the year. Staff is currently working on 2022 year-end working papers and adjustments and will wait for that work to be completed prior to presenting a reserve balance projection to Council.

CURRENT SITUATION:

Staff have reviewed the first four months of 2023 financial operations. This review includes a comparison of actual results to budget.

At this point of time there are no items of immediate concern that will require immediate action. As the year progresses, staff will request Council to approve a budget amendment if required.

Purchasing Activity:

The Township's purchasing policy grants the CAO purchasing authority up to \$100,000. The CAO approved the following procurements since the commencement of the year, in accordance with the purchasing policy:

Vendor	Amount	Project
Environmental HVAC Systems	\$ 19,098.00	Wellandport Hall HVAC Replacement
PMG Generator Services	\$ 7,473.53	Fire Station 1 Generator Repairs
Ellis Engineering Inc.	\$ 28,840.00	Biennial Bridge Inspections
Ellis Engineering Inc.	\$ 16,360.00	Bridge and Culvert Roadside Safety Improvements
	Cost range from \$300 to \$1,800	
	dependant on service and day of	Cemetery Burial Services- costs passed along to
George Lane Landscaping	week	internment rights holder
PGG Media Group Inc.	\$ 9,492.00	Movies in the Park
		Caistor Community Center Grass and Ball Diamond
Stone Cast Landscape	\$80,182 for three year contract	Maintenance
The Flag Shop	\$ 8,137.00	Banner Arms
Talk Wireless	\$ 28,672.00	Digital Pagers for Fire Department
Applied Research Associates Inc.	\$ 20,000.00	2023 Pavement Management System Update
		Information Management Consulting Services for the
		implementation of a Corporate Records Management
The Information Professionals	\$ 12,000.00	Program
Suzanne Gibson and Associates	\$ 20,000.00	Corporate Strategic Plan
Soundbox Production	\$ 10,000.00	Canada Day -Sound, Stage, Lighting, Production
		Detailed Design&Engineering Services for Campbell
Ellis Engineering Inc.	\$ 94,760.00	Bridge
Garden City Display Fireworks	\$ 11,000.00	Canada Day Fireworks

All of the items above are within approved budgets.

FINANCIAL IMPLICATIONS:

Amendments to the approved budget are requested by staff when they become aware of changes to the original Council approved budget. As part of the 2023 budget approval, Council approved the following recommendation:

"10. That, Council delegate authority to the CAO to approve in year 2023 budget amendments up to \$20,000 per item and to report to Council on a monthly basis regarding such amendments; and, "

Any amounts over \$20,000 would go directly to Council for approval

To date, the following budget amendment has been approved:

Number	Description	Report	Amount	Funding Source
BA2023-01	Road Rehabilitation Project	PW-01-2023	reallocation	reallocation only

INTER-DEPARTMENTAL COMMENTS:

This report has been reviewed by the CAO.

CONCLUSION:

It is concluded that Council receive the Financial Update as of April 30, 2022 Report as an item of information.

Prepared & Submitted by:

Approved by:

Donna DeFilippis,

Director of Finance/Treasurer

Bev Hendry,

CAO

TOWNSHIP OF WEST LINCOLN

For the Four Months Ending April 30, 2023

	Operating YTD					Operating Total			
	_	Actuals	Budget	Variance (\$)	Variance (%)	Budget	Variance (\$)	Variance (%)	
General	General Equipment	(\$3,744,222.68) 537,641.29	(\$3,607,560.00) 20.00	\$136,662.68 -537,621.29	(4.%) (2688106.%)	(\$10,822,780.00)	(\$7,078,557.32) -537,641.29	65.% 0.%	
Total Gener	ral	-3,206,581.39	-3,607,540.00	-400,958.61	11.%	-10,822,780.00	-7,616,198.61	70.%	
General Go	overnment								
	Governance	157,135.73	127,220.00	-29,915.73	(24.%)	384,040.00	226,904.27	59.%	
	Corporate Management	905,520.00	659,370.00	-246,150.00	(37.%)	2,003,650.00	1,098,130.00	55.%	
Total Gener	ral Government	1,062,655.73	786,590.00	-276,065.73	(35.%)	2,387,690.00	1,325,034.27	55.%	
Protection 9									
	Fire	724,059.13	511,390.00	-212,669.13	(42.%)	1,497,860.00	773,800.87	52.%	
	Building Permit & Inspection Services Provincial Offences Act	27,192.34	35,080.00 -3,160.00	7,887.66	22.% 100.%	107,000.00 -9,490.00	79,807.66 -9,490.00	75.% 100.%	
	Animal Control	10,516.82	7,320.00	-3,160.00 -3,196.82	(44.%)	22,000.00	-9,490.00 11,483.18	52.%	
Total Protect	ction Services	761,768.29	550,630.00	-211,138.29	(38.%)	1,617,370.00	855,601.71	53.%	
Transportat	tion Services								
rransportat	Roads Paved &Unpaved	696,160.66	825,940.00	129,779.34	16.%	2,475,600.00	1,779,439.34	72.%	
	Traffic Operations & Roadside Maintenanc	14,142.54	82,880.00	68,737.46	83.%	250,100.00	235,957.46	94.%	
	Winter Control	253,729.12	241,960.00	-11,769.12	(5.%)	703,950.00	450,220.88	64.%	
	Crossing Guards	22,087.01	25,640.00	3,552.99	14.%	65,090.00	43,002.99	66.%	
	Streetlights Bridges & Culverts	-5,592.20 183,252.92	9,600.00 83,960.00	15,192.20 -99,292.92	158.% (118.%)	29,230.00 251,840.00	34,822.20 68,587.08	119.% 27.%	
	· ·	•	ŕ	·	,	,	ŕ		
Total Trans	portation Services	1,163,780.05	1,269,980.00	106,199.95	8.%	3,775,810.00	2,612,029.95	69.%	
Environmer	ntal Services Wastewater	8.566.34	-260.00	-8.826.34	3395.%		-8.566.34	0.%	
	Storm Sewer	-900.00	38,520.00	39,420.00	3395.% 102.%	115,500.00	116,400.00	101.%	
	Water	194,835.53	-560.00	-195,395.53	34892.%	110,000.00	-194,835.53	0.%	
Total Enviro	onmental Services	202,501.87	37,700.00	-164,801.87	(437.%)	115,500.00	-87,001.87	(75.%)	
Heath Serv	ices								
	Cemeteries	51,911.83	56,720.00	4,808.17	8.%	171,440.00	119,528.17	70.%	
Total Heath	Services	51,911.83	56,720.00	4,808.17	8.%	171,440.00	119,528.17	70.%	
Recreation	& Cultural Services								
	Parks	31,051.80	163,990.00	132,938.20	81.%	545,660.00	514,608.20	94.%	
	Recreation Programs	90,001.65	158,020.00	68,018.35 -15,064.09	43.%	486,960.00	396,958.35	82.%	
	Recreational Facilities Libraries	215,744.09 234,940.16	200,680.00 253,490.00	18,549.84	(8.%) 7.%	569,960.00 789,400.00	354,215.91 554,459.84	62.% 70.%	
Total Recre	eation & Cultural Services	571,737.70	776,180.00	204,442.30	26.%	2,391,980.00	1,820,242.30	76.%	
Planning £	Development								
. idining a	Planning & Heritage	233,039.08	104,730.00	-128,309.08	(123.%)	313,950.00	80,910.92	26.%	
	Drainage	2,242.54	13,520.00	11,277.46	83.%	40,620.00	38,377.46	94.%	
	Farmers' Market	28,630.18	2,320.00	-26,310.18	(1134.%)	8,420.00	-20,210.18	(240.%)	
Total Plann	ing & Development	263,911.80	120,570.00	-143,341.80	(119.%)	362,990.00	99,078.20	27.%	
	=	871,685.88	-9,170.00	-880,855.88	9606.%		-871,685.88	0.%	

TOWNSHIP OF WEST LINCOLN Summary of All Units For the Four Months Ending April 30, 2023

YTD Annua	1
Budget Actual Variance (\$) Variance (%) Budget Remainin	
Operating Revenue	
Tax Levy \$3,085,960.00 \$4,264,452.30 (\$1,178,492.30) (38.%) \$9,257,850.00 \$4,993,3	97.70 54.%
	156.77 49.%
	284.26 51.%
	200.00 100.%
	300.00 100.%
User Fees 2,089,890.00 1,494,583.61 595,306.39 28.% 6,270,180.00 4,775,	
	180.30 55.%
Other Revenue 370,680.00 -75,875.47 446,555.47 120.% 1,112,040.00 1,187,	
Allocation of Program Support 559,400.00 559,400.00 100.% 1,677,970.00 1,677,	
Funding From Reserves 357,320.00 357,320.00 100.% 1,071,870.00 1,071,	
Total Operating Revenue 7,169,130.00 6,299,459.11 869,670.89 12.% 21,507,330.00 15,207,8	370.89 71.%
Operating Expenses	
Salaries and Wages 2,066,890.00 1,940,005.64 126,884.36 6.% 6,256,030.00 4,316,	024.36 69.%
Benefits 629,960.00 514,259.00 115,701.00 18.% 1,857,400.00 1,343,	141.00 72.%
Debenture Interest 190,680.00 229,423.25 -38,743.25 (20.%) 572,190.00 342;	766.75 60.%
Administrative Expenses 99,760.00 80,220.28 19,539.72 20.% 300,350.00 220,	129.72 73.%
Supplies and Equipment 137,600.00 68,280.21 69,319.79 50.% 413,620.00 345,	339.79 83.%
Repairs and Maintenance (Materials Only) 594,200.00 495,190.51 99,009.49 17.% 1,782,830.00 1,287,	639.49 72.%
Utilities 176,280.00 174,277.91 2,002.09 1.% 529,710.00 355,	432.09 67.%
Insurance 124,960.00 149,452.09 -24,492.09 (20.%) 375,090.00 225,	637.91 60.%
Subscriptions and Periodicals 4,480.00 8,310.33 -3,830.33 (85.%) 13,640.00 5,	329.67 39.%
Contracted Services 1,304,920.00 813,256.86 491,663.14 38.% 3,916,170.00 3,102,	913.14 79.%
Special Projects 185,480.00 11,992.64 173,487.36 94.% 556,400.00 544,	407.36 98.%
Rents and Financial Expenses 14,120.00 9,255.70 4,864.30 34.% 42,410.00 33,	154.30 78.%
External Transfers 18,880.00 55,900.00 -37,020.00 (196.%) 56,560.00	660.00 1.%
Internal Functional Adjustments 258,000.00 258,000.00 100.% 773,970.00 773,	970.00 100.%
	000.00 100.%
Tax Write Off 28,320.00 7,319.69 21,000.31 74.% 84,700.00 77,	380.31 91.%
Debenture Principal 240,840.00 264,473.30 -23,633.30 (10.%) 722,400.00 457,	926.70 63.%
Contribution to Reserves 783,310.00 2,349,860.00 -1,566,550.00 (200.%) 2,349,860.00	0.%
Total Operating Expenses 7,159,960.00 7,171,477.41 -11,517.41 (0.%) 21,507,330.00 14,335,8	352.59 67.%
Operating Surplus/(Deficit) 9,170.00 -872,018.30 881,188.30 9609.% 872,018.30 872,018.30 9609.%	018.30 0.%
Capital Revenue	
·	200.00 100.%
	067.00 85.%
	750.00 96.%
· · · · · · · · · · · · · · · · · · ·	500.00 0.%
Proceeds From Debentures 400,000.00 400,000.00 100.% 1,200,000.00 1,200,	
Funding From Reserves 681,284.00 681,284.00 100.% 2,043,850.00 2,043,	
Total Capital Revenue 1,537,864.00 177,233.00 1,360,631.00 88.% 4,613,600.00 4,436,3	367.00 96.%
Capital Expenditures	
	743.27 100.%
Facilities 26,336.00 778,585.78 -752,249.78 (2856.%) 79,000.00 -699,	585.78 (886.%)
Equipment 85,936.00 121,072.94 -35,136.94 (41.%) 257,800.00 136;	727.06 53.%
Rolling Stock 228,332.00 500,499.99 -272,167.99 (119.%) 685,000.00 184,	500.01 27.%
Transportation Infrastructure 1,045,664.00 29,656.57 1,016,007.43 97.% 3,137,000.00 3,107,	343.43 99.%
Environmental Infrastructure 44,936.00 29,902.18 15,033.82 33.% 134,800.00 104,	897.82 78.%
Total Capital Expenditures 1,537,868.00 1,460,974.19 76,893.81 5.% 4,613,600.00 3,152,6	S25.81 68.%





DATE: May 23, 2023

REPORT NO: PW-14-2023

SUBJECT: St. Ann's Road Reconstruction - Municipal Class

Environmental Assessment Study (EA Study) Completion

CONTACT: Ray Vachon, C.E.T., Project Manager

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

OVERVIEW:

 This Report is to provide an update on the status of the St. Ann's Road Reconstruction project.

- Funding was granted from the Government of Canada and Government of Ontario under the Investing in Canada Infrastructure Program (ICIP).
- The St. Ann's Road Reconstruction project was included in the approved 2021 Capital Budget, and on June 28, 2021, Council awarded the RFP for Consultant Services for the Municipal Class EA Study and Preliminary Design to Kerry T. Howe (KTH) Engineering Limited (Report PW-16-2021).
- Work has been progressing steadily since the EA Study was awarded to KTH Engineering Limited.
- As part of the Municipal Class Environmental Assessment (MCEA) process, two Public Information Centres (PICs) for all affected residents and stakeholders was held on June 28, 2022 and March 29, 2023.
- The Municipal Class Environmental Assessment Study and Preliminary Design of the preferred solution, are now complete.
- The EA Study Completion Notice will be issued sometime in June 2023, once the engineering consultant has finalized the EA Study Report, and will be available for review / public comment for 30 Days.
- A Request for Proposal for the detailed design phase of this project will proceed once the 30 Day review period and if there are no objections on the preferred solution from the residents or stakeholders.

RECOMMENDATION:

That, Information Report PW-14-2023, re: "St. Ann's Road Reconstruction - Municipal Class Environmental Assessment Study (EA Study) Completion", dated May 23, 2023, be received for information.

ALIGNMENT TO STRATEGIC PLAN: Theme #1

• **Strong Transportation Connections -** West Lincoln has transportation infrastructure that is safe for motorists, cyclists and pedestrians, and networks that are well-maintained and connected within our community, with other Niagara communities and major highways.

BACKGROUND:

In 2018, the Government of Canada and Government of Ontario signed an Integrated Bilateral Agreement for the Investing in Canada Infrastructure Program which promised \$180 billion for infrastructure projects for rural and northern communities. The Township of West Lincoln applied for this funding stream for the St. Ann's Road Reconstruction project, and received approval in April 2020 for up to \$4,150,875.63 or 83.33% of estimated total eligible project costs. The Township is responsible for the 16.67% balance of total eligible project costs.

St. Ann's Road Reconstruction is a multi-year project that involves the reconstruction of St. Ann's Road from Twenty Mile Road to Regional Road 20, the rehabilitation of the North Creek Bridge, improvements to the railway crossing, sidewalk/pedestrian safety, and drainage improvements. This Municipal Class EA process and Preliminary Design assignment is the first step of the project. The tentative schedule for the complete project is as follows and may vary as the project phases proceed:

Municipal Class EA & Preliminary Design	2021/2023
Detail Design	2023/2024
Utility Relocates & Potential Property Acquisition for ROW	2024/2025
Construction	2025/2026

On May 26, 2021, the RFP closed for the Consultant Services to complete the Municipal Class EA Study and Preliminary Design for the project. On June 28, 2021, Council awarded the project to Kerry T. Howe Engineering Limited under Report PW-16-2021.

CURRENT SITUATION:

The project began with the Township awarding the Municipal Class Environmental Assessment Study and Preliminary Design to Kerry T. Howe Engineering Limited. The EA Study was conducted as a Schedule "B" Environmental Assessment.

Projects that are conducted as an Environmental Class Assessment – Schedule "B" – typically have the potential for adverse environmental impacts. These projects must undergo a screening process that included direct consultation with affected stakeholders and provide the stakeholders with the opportunity to be engaged during the evaluation and to be able to provide feedback as part of the evaluation process.

Since being awarded the project, Kerry T. Howe Engineering Limited and their subconsultants worked diligently towards completing this phase of the project. This phase included several investigation and assessments including geotechnical, Stage 1 archaeological, and a bridge condition survey. Preliminary designs were completed with multiple design options and were presented at Public Information Centres to receive input from affected local residents and all stakeholders, which all formed part of the Municipal Class Environmental Assessment process.

The following design options/alternatives were presented to the affected residents and stakeholders:

Option 1 – Do Nothing Alternative

Option 2 – 7.0m Wide Road with Curb and Gutter

Option 3 – 8.5m Wide Road with Curb and Gutter

Option 4 – 8.5m Wide Road without Curb and Gutter

Option 5 – 10.0m Wide Road with Curb and Gutter

Pros and Cons for all alternatives were identified and evaluated, along with comments and feedback from the residents and stakeholders. Evaluation criteria was developed and the five (5) design alternatives were evaluated against the following criteria:

- Transportation & Engineering
 - Traffic Demand
 - Safety
 - Active Transportation
- Natural Environment
- Social-Economic Environment
 - Environmental Impact
 - Supports Local Growth and Development
 - Impact to Adjacent Properties
 - o ROW (Right of Way) Availability
 - Utility Impact
- Cost
 - Capital Cost
 - Maintenance Cost

Design Option 2 was chosen and presented to the affected residents and stakeholders as the preferred solution for the St. Ann's Road Reconstruction Project. This preferred solution was presented on March 29, 2023 at the second Public Information Centre (PIC).

The preferred solution (Option 2-7.0m Wide Road with Curb and Gutter) results in the least impact on adjacent properties and utilities and includes a 7 metre hot mix asphalt road platform with concrete curb and gutter, minor grade changes for drainage improvements, new storm sewers, new sidewalk (on the west side), and a bridge rehabilitation. South of Sixteen Road to Regional Road 20, St. Ann's Road will remain as a rural cross section but the road will be reconstructed with drainage improvements.

The Municipal Class Environmental Assessment Study and Preliminary Design are now complete. The Notice of Completion will be issued sometime in June, once the consultation finalizes the Environmental Study Report (ESR), and all the MCEA documents be posted on the Township's website for review.

The Environmental Study Report will be available for a 30-day review period. Following the 30-day review period the Township may proceed with the next phase of the project.

The next phase of the St, Ann's Road Reconstruction is the detailed design and contract document preparation. Staff will be posting the RFP documents, once the EA Study review period is over, to solicit bids from consultants to complete this phase. The detailed design phase could begin as early as August 2023 and will continue throughout 2024. After the detailed design is completed, coordination with various utility companies will take place to relocate any utility infrastructure that will be in conflict with the reconstruction work. Once utilities are relocated, the project will be tendered to award the reconstruction work to a general contractor.

FINANCIAL IMPLICATIONS:

There are no financial implications as this report is being presented to provide a project update on the St. Ann's Road Reconstruction Project.

INTER-DEPARTMENTAL COMMENTS:

This Report was reviewed by the Director of Finance, CAO, and the Clerk's Office.

CONCLUSION:

This "St. Ann's Road Reconstruction - Municipal Class Environmental Assessment Study (EA Study) Completion" report is being provided for information purposes. This Report provides an update on this project and outlines the next phases of the project.

ATTACHMENTS:

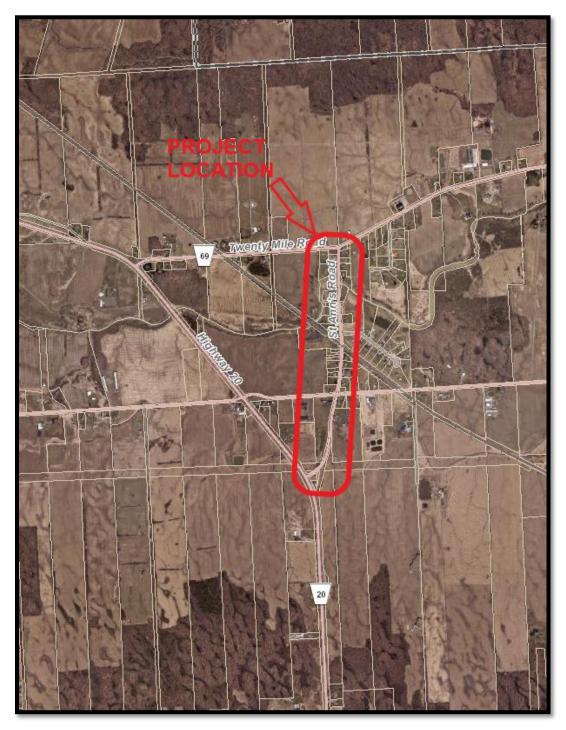
APPENDIX A – Key Plan (Study Area) APPENDIX B – Preferred Design Solution

Director of Public Works & Recreation

Prepared & Submitted by:	Approved by:	
Rlauh	BHardy	
Ray Vachon, C.E.T. Project Manager	Bev Hendry CAO	
MAMA		
Mike DiPaola, P. Eng.	_	

APPENDIX A

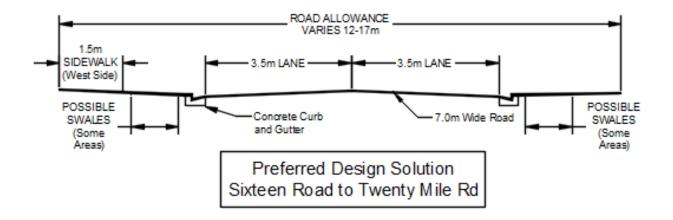
Key Plan - St. Ann's Road Reconstruction

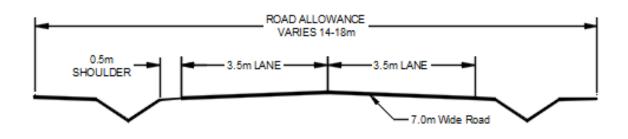




APPENDIX B

Preferred Design Solutions





Preferred Design Solution Sixteen Road to Regional Rd 20







DATE: May 23, 2023

REPORT NO: WLFD-07-2023

SUBJECT: Monthly Update - April 2023

CONTACT: Tim Hofsink, Acting Fire Chief

OVERVIEW:

This report will address April 2023 fire responses and activities

RECOMMENDATION:

That, Information Report WLFD-07-2023 regarding "Monthly Update – April 2023", dated May 23, 2023, be received for information purposes.

ALIGNMENT TO STRATEGIC PLAN:

Theme #5

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

Theme #6

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

CURRENT SITUATION:

Emergency Response Calls – April 2023

	Station # 1 –	17	Station # 2 – 6	GR-1	PE- 2
Call Date	Call		Nature		

Call Date	Call Time	Nature	District
			STN 1 &
04/29/2023	8:05:45	41 - MVC EXTRICATION	STN 2
04/25/2023	17:56:51	54 - VSA/UNCONSCIOUS	STN 1
			STN 1 &
04/24/2023	4:12:02	1 - STRUCTURE FIRE	STN 2
04/23/2023	16:31:46	4 - MVC UNKNOWN EXTRICATION	PE
04/21/2023	11:22:15	5 - EMERGENCY MEDICAL ASSISTANCE	STN 1
04/20/2023	21:52:07	2 - VEHICLE FIRE	STN 2
04/20/2023	18:43:18	41 - MVC EXTRICATION	STN 1
04/19/2023	20:19:12	7 - EMERGENCY ASSISTANCE CALL	STN 1

Call Date	Call Time	Nature	District
04/15/2023	21:35:12	2 - VEHICLE FIRE	STN 1
04/15/2023	20:06:56	41 - MVC EXTRICATION	STN 1
		114 - REMOTE ALARM FROM SECURITY	
04/15/2023	15:02:10	COMPANY	STN 1
04/14/2023	19:56:51	4 - MVC UNKNOWN EXTRICATION	GR
04/14/2023	12:55:14	2 - VEHICLE FIRE	PE
		52 - CARBON MONOXIDE	
04/12/2023	23:55:27	SYMPTOMATIC	STN 2
04/12/2023	20:39:52	5 - EMERGENCY MEDICAL ASSISTANCE	STN 1
04/10/2023	13:02:35	3 - GRASS FIRE	STN 1
04/08/2023	16:48:03	5 - EMERGENCY MEDICAL ASSISTANCE	STN 1
04/07/2023	17:12:13	41 - MVC EXTRICATION	STN 1
04/07/2023	11:51:47	5 - EMERGENCY MEDICAL ASSISTANCE	STN 1
04/03/2023	22:39:58	5 - EMERGENCY MEDICAL ASSISTANCE	STN 2
		8 - NON-EMERGENCY ASSISTANCE	
04/03/2023	20:08:49	CALL	STN 2
04/02/2023	1:27:04	5 - EMERGENCY MEDICAL ASSISTANCE	STN 1
04/01/2023	19:36:24	4 - MVC UNKNOWN EXTRICATION	STN 1
04/01/2023	2:00:41	2 - VEHICLE FIRE	STN 1

District Legend:

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

New Retirees:

Nothing to report

New Recruits:

Nothing to report

Promotion:

 The Lieutenant-Mechanical position is currently vacant, early preparations are underway for the promotional process

Training:

- Recruit class has passed medical testing and are preparing to start riding trucks
- Search and Rescue, Fire Hose Training, Auto Extrication Training
- Work is being done to prepare and deliver comprehensive Driver Training Program, will be commencing in early to mid-May, running until fall

Fire Prevention:

- Several commercial property fire inspections were conducted
- Provided Public Education and touch a truck at the Town Easter Egg Hunt

Apparatus Fleet:

 Final inspection for the new Tanker was carried out in New Brunswick, should be delivered mid-May

Fire Department Activities:

- Station 2 construction is progressing well, much of the interior work is being finished currently, hope to take occupancy near beginning to the middle of June
- Preparations underway for Firefighters Awards Banquet
- Continuing development of Critical Incident Stress Management team and working with Mental Health Professional to develop plans for managing PTSD

Prepared & Submitted by:	Approved by:
24	BHerdy
Tim Hofsink,	Bev Hendry,





DATE: May 23, 2023

REPORT NO: T-10-2023

SUBJECT: 2023 Tax Rate By-Law

CONTACT: Donna DeFilippis, Director of Finance/Treasurer

Lisa Kasko-Young, Property Tax and Payroll Coordinator

OVERVIEW:

 To set the rates of taxation for the year 2023 in accordance with the approved 2023 operating and capital budget

RECOMMENDATION:

- 1. That Recommendation Report T-10-2023 dated May 23, 2023, regarding the "2023 Tax Rate By-Law", be received; and,
- 2. That, the 2023 tax rates as attached on Schedule A to this report be approved; and,
- 3. That, By-Law 2023-37 to set the rates of taxation for the year 2023 be approved.

ALIGNMENT TO STRATEGIC PLAN:

Theme #6

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

BACKGROUND:

At the March 27, 2023 Council Meeting a general tax levy of \$9,081,550, an urban service area levy of \$188,300 and a hospital levy to support the rebuild of the West Lincoln Memorial Hospital of \$176,300 were approved. These levies are required to support the approved 2023 Operating Budget of \$21 million and the 2023 Capital Budget of \$5.2 million. This report outlines the Township 2023 tax rates, as well as the rates required to collect taxes on behalf of the Niagara Region and the four area school boards.

CURRENT SITUATION:

Schedule A attached to this report outlines the 2023 tax rates, which includes the Township's rates, the Regional rates and the Education rates. The Township's rates are calculated based on the tax levy approved by Council as part of the 2023 budget.

The chart below breaks down total taxes paid for an average single family residential home assessed with an assessment of \$386,000. The Municipal portion of the tax bill (including the Hospital and Urban Service Area levies) accounts for 32% of the total tax bill.

							%
	20	23 Total Taxes	2022 Total Taxes		\$ Change		Change
Assessment	\$	386,000.00	\$	386,000.00	\$	-	0.00%
Municipal	\$	1,538.89	\$	1,447.42	\$	91.47	6.32%
Hospital	\$	29.87	\$	21.80	\$	8.07	37.02%
Total Township	\$	1,568.76	\$	1,469.22	\$	99.54	6.78%
Region	\$	2,694.18	\$	2,519.44	\$	174.74	6.94%
Education	\$	590.58	\$	590.58	\$	-	0.00%
TOTAL	\$	4,853.52	\$	4,579.24	\$	274.28	5.99%
Urban Service Area	\$	73.64	\$	73.59	\$	0.05	0.07%
TOTAL WITH URBAN SERVICE AREA	\$	4,927.16	\$	4,652.83	\$	274.33	5.90%

FINANCIAL IMPLICATIONS:

Without setting rates of taxation for 2023, we would not be able to collect the necessary tax revenue required to provide services to our community in accordance with the approved 2023 budget. Property Taxes are the largest source of revenue for West Lincoln and fund more than 53% of the services delivered by the municipality to its residents.

Township staff will issue a Final Tax Bill in late June, which will require two instalment payments: July 31st and September 29th. The Final Tax Bill will collect not only the Township's property taxes, but those of the Niagara Region and the School Boards. Staff will then remit funds to the Niagara Region based on the dates outlined in their By-Law 2023-31 and to the School Boards based on legislated dates.

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the CAO.

CONCLUSION:

It is recommended that Council accept this report as an item of information and approve the tax rates outlined in Schedule A.

Lisa Kasko-Young, Property Tax and Payroll Coordinator	Bev Hendry, CAO	
	BHerdy	
Prepared & Submitted by:	Approved by:	

Donna DeFilippis,

Director of Finance/Treasurer

Donna De Filippis

TOWNSHIP OF WEST LINCOLN

SCHEDULE A

TAX RATES FOR 2023

										Urban Service	e Area (USA)	
			Township	Region	Waste	Transit	Education	WLMH Levy	TOTAL	Street Lights	Sidewalk	Total
Assessment Class	Code	Assessment	Tax Rate		Tax Rate	Tax Rate	with USA					
Residential	(RT)	1,850,967,253	0.00398676	0.00623692	0.00051010	0.00023272	0.00153000	0.00007739	0.01257389	0.00007410	0.00011668	0.01276467
Multi-residential	(MT)	7,043,000	0.00785392	0.01228673	0.00100490	0.00045846	0.00153000	0.00015246	0.02328647	0.00014599	0.00022986	0.02366232
New Multi-Residential	(NT)	0	0.00398676	0.00623692	0.00051010	0.00023272	0.00153000	0.00007739	0.01257389	0.00007410	0.00011668	0.01276467
Small business on farm	(C7)	26,800	0.00691663	0.01082043	0.00088497	0.00040375	0.00220000	0.00013426	0.02136004	0.00012856	0.00020243	0.02169103
Commercial	(CT)	72,164,772	0.00691663	0.01082043	0.00088497	0.00040375	0.00880000	0.00013426	0.02796004	0.00012856	0.00020243	0.02829103
Commercial excess land	(CU)	732,500	0.00639788	0.01000890	0.00081860	0.00037346	0.00880000	0.00012419	0.02652303	0.00011892	0.00018724	0.02682919
Commercial vacant land	(CX)	2,967,300	0.00639788	0.01000890	0.00081860	0.00037346	0.00880000	0.00012419	0.02652303	0.00011892	0.00018724	0.02682919
Shopping centre	(ST)	7,258,300	0.00691663	0.01082043	0.00088497	0.00040375	0.00880000	0.00013426	0.02796004	0.00012856	0.00020243	0.02829103
Shopping centre excess land	(SU)	0	0.00639788	0.01000890	0.00081860	0.00037346	0.00880000	0.00012419	0.02652303	0.00011892	0.00018724	0.02682919
Commercial-New Construction	(XT)	0	0.00691663	0.01082043	0.00088497	0.00040375	0.00880000	0.00013426	0.02796004	0.00012856	0.00020243	0.02829103
Comm-New Const excess land	(XU)	0	0.00639788	0.01000890	0.00081860	0.00037346	0.00880000	0.00012419	0.02652303	0.00011892	0.00018724	0.02682919
Industrial	(IT)	35,238,400	0.01048518	0.01640310	0.00134156	0.00061205	0.00880000	0.00020354	0.03784543	0.00019490	0.00030687	0.03834720
Industrial excess land	(IU)	53,600	0.00969879	0.01517287	0.00124095	0.00056615	0.00880000	0.00018827	0.03566703	0.00018028	0.00028385	0.03613116
Industrial vacant land	(IX)	1,227,000	0.00969879	0.01517287	0.00124095	0.00056615	0.00880000	0.00018827	0.03566703	0.00018028	0.00028385	0.03613116
New Industrial	(JT)	0	0.01048518	0.01640310	0.00134156	0.00061205	0.00880000	0.00020354	0.03784543	0.00019490	0.00030687	0.03834720
Large industrial	(LT)	1,170,300	0.01048518	0.01640310	0.00134156	0.00061205	0.00880000	0.00020354	0.03784543	0.00019490	0.00030687	0.03834720
Large industrial excess land	(LU)	251,600	0.00969879	0.01517287	0.00124095	0.00056615	0.00880000	0.00018827	0.03566703	0.00018028	0.00028385	0.03613116
Pipeline	(PT)	29,148,000	0.00678586	0.01061586	0.00086824	0.00039611	0.00880000	0.00013173	0.02759780	0.00012613	0.00019860	0.02792253
Farmlands	(FT)	478,278,784	0.00099669	0.00155923	0.00012753	0.00005818	0.00038250	0.00001935	0.00314348	0.00001853	0.00002917	0.00319118
Managed forests	(TT)	2,581,600	0.00099669	0.00155923	0.00012753	0.00005818	0.00038250	0.00001935	0.00314348	0.00001853	0.00002917	0.00319118
Farmland Awaiting Development	(R1)	0	0.00299007	0.00467769	0.00038258	0.00017454	0.00114750	0.00005804	0.00943042	0.00005558	0.00008751	0.00957351
- ,	. ,									<u> </u>		
Total levy		2,489,109,209	9,081,550	14,207,250	1,161,973	530,120	4,348,607	176,300	29,505,800	73,140	115,160	29,694,100

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2023-37

BEING A BY-LAW TO ADOPT THE ESTIMATES FOR THE YEAR 2023 AND TO SET THE RATES OF TAXATION FOR THE YEAR 2023.

WHEREAS it is necessary for the Council of the Corporation of the Township of West Lincoln, pursuant to the Municipal Act 2001, ch. 25 to adopt the tax ratios and tax rate reductions for prescribed property classes set by the Regional Municipality of Niagara By-law No.2023-31;

AND WHEREAS the tax ratios establish the relative amount of taxation to be borne by each property class;

AND WHEREAS the property classes have been prescribed by the Minister of Finance and the Assessment Act R.S.O. 1990, ch. A.31, s.7 and s.8 as amended and Regulations thereto;

AND WHEREAS it is necessary for the Council of the Corporation of the Township of West Lincoln, pursuant to the Municipal Act to levy on the whole of rateable property according to the last revised assessment roll for the Corporation of the Township of West Lincoln the sum set forth in Schedule "A", and hereto attached for the current year;

AND WHEREAS it is necessary for the Council of the Corporation of the Township of West Lincoln, pursuant to the Municipal Act to levy on rateable property in the urban area of Smithville to pay for the costs of street lighting and sidewalk construction, repair and maintenance and the removal of snow from sidewalks according to the last revised assessment roll for the Corporation of the Township of West Lincoln the sums set forth in Schedule "A" hereto attached for the current year;

AND WHEREAS pursuant to the Regional Municipality of Niagara By-law 2023-31, the Regional Municipality of Niagara adopted estimates for all sums required by the Regional Municipality of Niagara for the purposes of the Regional Corporation and to provide a levy on Area Municipalities, as set forth in Schedule "A";

AND WHEREAS pursuant to the Regional Municipality of Niagara By-law 2023-31 and Ontario Regulation 400/98 as amended, the Regional Municipality of Niagara directed the Council of the Corporation of the Township of West Lincoln to levy specified tax rates on the assessment for education, as set forth in Schedule "A";

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

- 1. The tax ratios and tax rate reductions for prescribed property classes set by the Regional Municipality of Niagara By-laws 2023-31 are hereby adopted.
- 2. The estimates for the current year shall be as set forth in Schedule "A" attached to this by-law.
- 3. The rates of taxation per current value assessment for Township, West Lincoln Memorial Hospital (WLMH), Regional and Education shall be as set out in Schedule "A" attached to this by-law.
- 4. The rates of taxation per current value assessment for the urban service area of Smithville to pay for the costs of street lighting and sidewalk construction, repair and maintenance and the removal of snow from sidewalks shall be as set out in Schedule "A" attached to this by-law.

By-law 2023-37 Page 2

5. The levy provided for in Schedule "A" attached to this by-law shall be reduced by the amount of the interim levy for 2023.

- 6. For payments in lieu of taxes due to the Corporation of the Township of West Lincoln, the actual amount due to the Corporation shall be based on the assessment roll and the tax rates for the year 2023, unless otherwise amended by the Municipal Act or any regulations as established by the Minister of Finance.
- 7. For the railway rights of way taxes due to the Corporation of the Township of West Lincoln in accordance with the Regulations as established by the Minister of Finance, pursuant to the Municipal Act 2001, ch. 25, Section 315, the actual amount due to the Corporation shall be based on the assessment roll and the tax rates for the year 2023.
- 8. If any section or portion of this by-law or of the Schedule "A" is found by a court of competent jurisdiction to be invalid, it is the intent of the Council for the Corporation of the Township of West Lincoln that all remaining sections and portions of this by-law and schedules continue in force and effect.
- 9. For the year 2023 a pre-levy of taxes was authorized by by-law and that the levy provided for in Schedule "A" attached to this by-law shall be reduced by the amount of the interim levy for 2023 and the balance shall be due in two installments on July 31, 2023 and September 29, 2023.
- 10. The said final tax levy shall become due and payable in two (2) installments as follows: Fifty percent (50%) of the final tax levy shall become due and payable on the 31st day of July; fifty percent (50%) of the final tax levy shall become due and payable on the 29th day of September and nonpayment of the amount on the dates stated in accordance with this section shall constitute default.
- 11. (a) "Default" in this section shall mean "the first day following the date taxes are due".
 - (b) There shall be imposed on all taxes a penalty for non-payment or late payment of taxes. Penalty and interest is fixed at a rate of 1.25%. Penalty and interest will accrue on unpaid taxes commencing the first day of default and also on the first day of each calendar month thereafter.
- 12. (a) On all taxes of the final tax levy in default on January 1, 2023, interest will be added at the rate of 1.25 percent per month for each month or fraction thereof of default.
 - (b) On all other taxes in default on January 1, 2023, interest shall be added at the rate of 1.25 percent per month or fraction thereof, and all by-laws and parts of by-laws inconsistent with this policy are hereby rescinded.
- 13. If any section of the by-law or of Schedule "A" is found by a court of competent jurisdiction to be invalid, it is the intent of the Council for the Corporation of the Township of West Lincoln that all remaining sections of this by-law continue in force and effect.
- 14. Penalties and interest added on all taxes of the final tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid final tax levy.
- 15. The Treasurer shall cause to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a notice specifying the amount of taxes payable.
- 16. A failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any installment, does not affect the timing of default or the date from which interest shall be imposed.
- 17. All taxes shall be paid into the office of the Treasurer or to such financial institutions authorized by the Municipal Act and approved by the Treasurer.

By-law 2023-37 Page 3

18. This by-law shall come into force and effect upon the date of the final reading thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 23rd DAY OF MAY 2023

MAYOR CHERYL GAN	ANN
JOANNE SCIME, CLER	V





DATE: May 23, 2023

REPORT NO: T-12-2023

SUBJECT: 2023 Long Term Borrowing Update

CONTACT: Donna DeFilippis, Director of Finance/Treasurer

OVERVIEW:

 Long-Term Borrowing totaling \$2,792,600 was approved by Council through report T-08-2023 2023 Operating and Capital Budget Final Report

 The Treasurer is working with both Infrastructure Ontario and the Niagara Region on all requirements relating to the 2023 Debenture Issuance

RECOMMENDATION:

That, Information Report T-12-2023, regarding the "2023 Long Term Borrowing Update", dated May 23, 2023, be received.

ALIGNMENT TO STRATEGIC PLAN:

The debenture financing included in the 2023 budget supports the following Strategic Plan Themes:

- Strong Transportation Connections Building safe, connected and well maintained infrastructure networks.
- Community Health and Safety Fostering a safe community where residents can thrive throughout their lives.
- Efficient, Fiscally Responsible Operations Maintaining a lean organization with innovative approaches and strong asset management.

BACKGROUND:

The 2023 Operating and Capital Budget approved by Council included Debenture Financing as follows:

Capital Work <u>Number</u>	Description of Capital Work	Estimated Expenditure	Loan <u>Amount</u>
1083	Replacement of Fire Station 2	\$3,950,000	\$1,592,600
1024	Hard Topping of Vaughan Road	\$1,200,000	\$1,200,000

The Treasurer has commenced the Long Term Borrowing process with the Niagara Region and Infrastructure Ontario.

CURRENT SITUATION:

As a lower tier municipality, West Lincoln can only issue debentures through the Upper Tier level of government, being the Niagara Region. The Treasurer is working with Niagara Region staff to ensure they have all of the required documentation in order to prepare the by-laws that are to be presented to Regional Council. In addition, the Treasurer has commenced the application process through Infrastructure Ontario. Attached as Appendix A to this report is the application that has been submitted to Infrastructure Ontario.

Regional staff have shared tentative time-lines related to the 2023 debenture process. At this point of time, the actual long-term borrowing rate will be known in August 2023, just prior to finalization of the issue. Proceeds from the issue should be forwarded to the Township in September 2023. The application attached indicates the budgeted amount of debt, and represents the maximum amount that can be borrowed. If the two capital projects are under-budget and a lower amount of debenture financing is required, the Treasurer will inform Council, as the final debenture should represent the appropriate amount of long term debt required.

FINANCIAL IMPLICATIONS:

As part of the 2023 Budget Process the chart below was presented in Report T-08-2023

		Opening Balance	Principal and Interest	Closing Balance	Original	Interest		Maturity
Description		2023	Payments	2023	Principal	Rate	Term(years)	Date
Bridge 12	Existing	\$ 159,206.30	\$ 33,750.72	\$ 130,259.70	\$ 289,466	3.16%	10	02/15/2028
Rec Center, Draw #1	Existing	\$ 12,750,000.00	\$ 945,698.76	\$ 12,250,000.00	\$ 15,000,000	3.53%	30	02/15/2048
Rec Center, Draw #2	Existing	\$ 3,999,999.98	\$ 233,197.45	\$ 3,466,666.64	\$ 4,000,000	2.80%	30	12/19/2049
2021 Road Rehab & Hard Topping	Existing	\$ 840,000.00	\$ 81,696.42	\$ 780,000.00	\$ 900,000	2.63%	15	12/22/2036
Vaughan Road	Proposed 2023			\$ 1,200,000.00	\$ 1,200,000	4.53%	20	Estimated
Fire Station 2	Proposed 2023			\$ 1,592,600.00	\$ 1,592,600	4.53%	20	Estimated
		\$ 17,749,206.28	\$ 1,294,343.35	\$ 19,419,526.34	\$ 20,189,466			

The purpose of the above chart is to outline to Council the Principal Amount of all approved Long-Term debt at the time of 2023 budget approval. The 2023 budget was developed using an estimated rate of interest of 4.53%. A rate of 4.22% was quoted on May 2nd from Infrastructure Ontario for a 20-year serial debenture. As indicated above, the actual rate of borrowing will not be known until approximately August 2023.

One of the key factors to be considered when issuing debt is the impact to the ARL (Annual Repayment Limit). The ARL is a borrowing threshold or "limit" and compares annual debt repayment and interest costs to revenue. The Township Capital Financing and Debt Management Policy (POL-T-01-2021) has been established so that each year, debt repayment and interest cannot exceed 10% of the Township's Own-Source Revenue as calculated in the FIR (Financial Information Return). The Treasurer has estimated that the Township will have an ARL of 9.3% with the issuance of the 2023 debenture of \$2,792,600. This amount is within the recommended threshold outlined in the Township policy.

The Province's ARL is set at 25% of a municipalities own source revenue. For our Township, this equates to an annual maximum repayment amount of \$2,624,000. For illustrative purposes, this limit would equate to \$32.7 million of debt for 20 years at a rate of 5%.

INTER-DEPARTMENTAL	COMMENTS
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This report was reviewed by the CAO.

CONCLUSION:

Council is asked to accept this report as an item of information.

Prepared & Submitted by:

Approved by:

Donna DeFilippis

Director of Finance/Treasurer

Bev Hendry

CAO



Projects

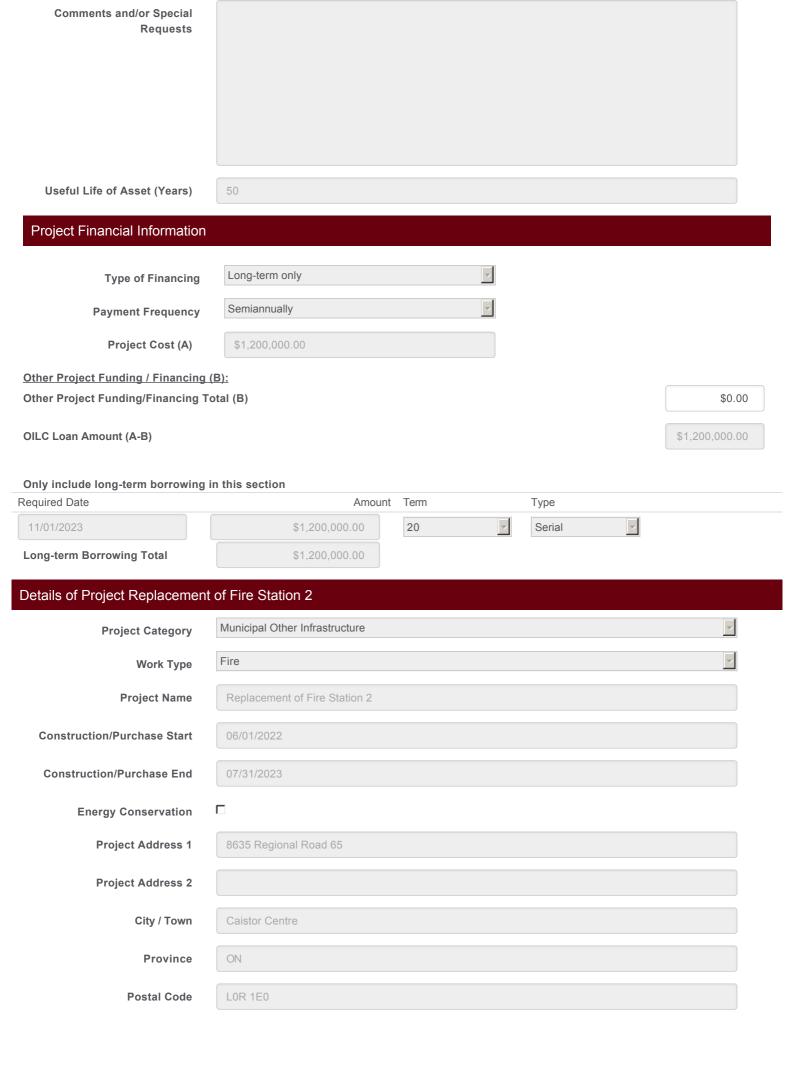
Webloans Loan Application PDF

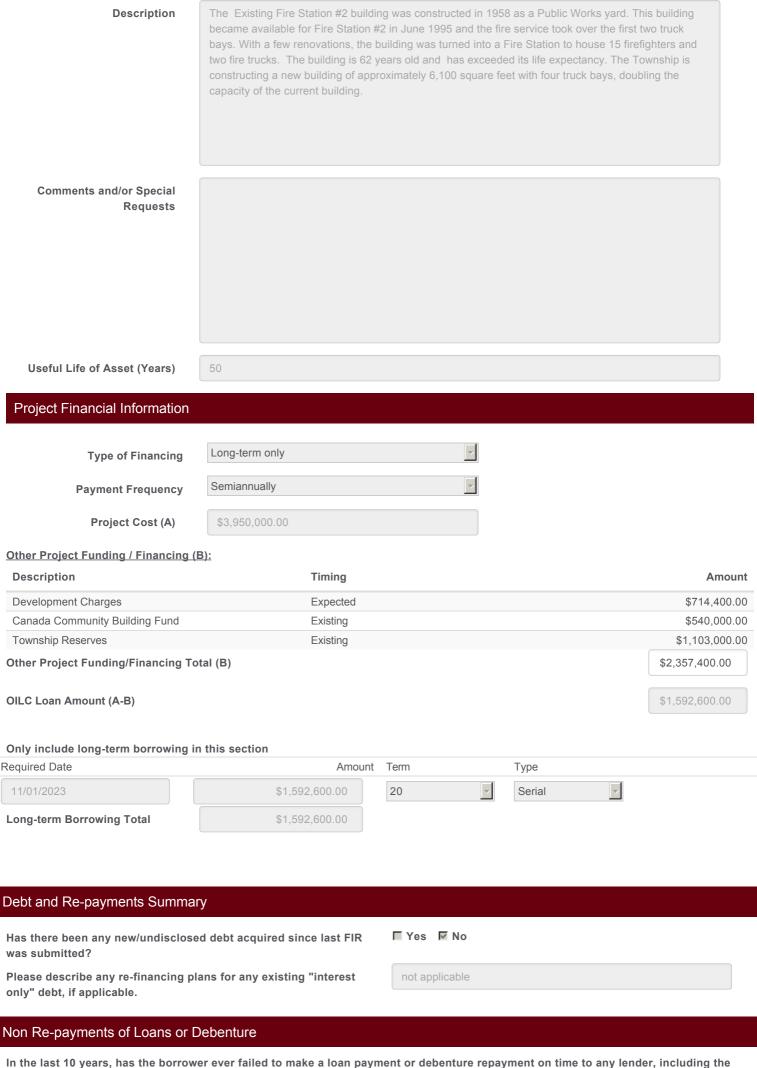
FA Number 1801

Application for

West Lincoln, The Corporation of the Township of

Loan Application ID	Project Name	Construction/Purchase Start	Construction/Purchase End	Project Cost	OILC Loan Amount
803	Hard Topping of Vaugh	nan 05/01/2023	09/29/2023	\$1,200,000.00	1,200,000.00
803	Replacement of Fire Station 2	06/01/2022	07/31/2023	\$3,950,000.00	1,592,600.00
Details of Proj	ect Hard Topping o	f Vaughan Road			
ı	Project Category	Municipal Roads Infrastructure			7
	Project Name	Hard Topping of Vaughan Road			
Construction	n/Purchase Start	05/01/2023			
Construction	on/Purchase End	09/29/2023			
Energ	gy Conservation	1			
P	roject Address 1	Vaughan Road from Caistor Ga	insborough Townline Road to	Wellandport Road	
P	roject Address 2				
	City / Town	Smithville			
	Province	ON			
	Postal Code	LOR 2A0			
	Description	Hard Topping (Surface Treatme Wellandport Rd [RR27]). Total li includes building a new road ba part of this project. This road se Gainsborough Townline Rd, Por	ength is 6.71 km. This road is se and applying a hard top surves as connecting roadway	s currently unpaved(gravel). urface. Culverts will also be re between higher traffic roads o	The project replaced as





If yes, please provide details.	
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OILC Loan Repayment Information

Please indicate the source(s) of revenue you plan to use to repay the OILC Loan

Taxation	100.00
User Fees	0.00
Service Charges	0.00
Development Charges	0.00
Connection Fees	0.00
Repayment Subsidies	0.00
Other	
Total	100.00%

Documentation and Acknowledgements

Please ensure all required documents are submitted with the signed application. OILC requires originals as noted below to be mailed or couriered. Also, please retain a copy of all documents submitted to OILC for your records.

To obtain templates for documents see listed below.

- · Loan Application Signature Page signed and dated by the appropriate individual (original to be submitted)
- · Certificate and sealed copy of OILC template By-law authorizing project borrowing and applying for a loan (original with seal)
- Certificate of Treasurer Regarding Litigation using the OILC template (original, signed & sealed)
- Updated Certified Annual Repayment Limit Calculation (original)

✓ I acknowledge and agree that all of the above referenced documents must be submitted in the form required by OILC and understand that the application will not be processed until such documents have been fully completed and received by Infrastructure Ontario.

Please note: OILC retains the right to request and review any additional information or documents at its discretion.

Confidential Information

OILC is an institution to which the Freedom of Information and Protection of Privacy Act (Ontario) applies. Information and supporting documents submitted by the Borrower to process the loan application will be kept secure and confidential, subject to any applicable laws or rules of a court or tribunal having jurisdiction.

Infrastructure Ontario

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DATE: May 23, 2023

REPORT NO: REC-04-2023

SUBJECT: Leisureplex Ball Diamonds – Award of LED Lighting Upgrades

CONTACT: Bob Denison, RRFS, CBT, Manager of Parks, Recreation, & Facilities

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

OVERVIEW:

• The Leisureplex ball diamond lighting upgrades were included and approved in the Capital Budget in the total amount of \$280,000.00.

- This project will eliminate the constant need for maintenance on the current lighting fixtures while helping to reduce energy usage and assist with our greenhouse gas reduction strategy.
- In order to assist municipalities with their procurement procedures, Local Authority Services (LAS) developed and circulated a Request for Proposal (RFP) for retaining a consultant/contractor for the conversion of Recreation Facility Lighting to LED, with Conrad Lighting Solutions being the successful service provider for the Province.
- A proposal from Conrad Lighting Solutions was received totaling \$222,000.00 (excluding HST).
- By undertaking this project, it is estimated that there will be a savings in electrical and maintenance costs.
- The total project cost is estimated at \$250,000.00 which includes the proposal from Conrad Lighting Solutions, a contingency allowance, and net HST.

RECOMMENDATION:

- THAT, Recommendation Report REC-04-2023, re: "Leisureplex Ball Diamonds Award of LED Lighting Upgrades", dated May 23, 2023 be received; and,
- 2. THAT, Council accepts and awards the proposal submitted by Conrad Lighting Solutions in the amount \$222,000.00 (excluding HST); and,
- 3. THAT, Council approve a 10% contingency amount of \$22,000.00 for this project; and,
- 4. THAT, the total estimated project cost of \$250,000.00 be approved; and,
- 5. THAT, a by-law be passed to authorize the Mayor and Clerk to enter into an agreement with Conrad Lighting Solutions.

ALIGNMENT TO STRATEGIC PLAN:

Theme #4:

• Local Attractions - Improve local parks and trials, and explore new opportunities for programming and sports.

Theme #6:

• Efficient, Fiscally Responsible Operations – West Lincoln will grow strategically and responsibly, welcoming new residents and businesses and respecting the heritage and rural character that people value.

BACKGROUND:

As part of our approved Corporate Energy Conservation and Demand Plan (CECDM), and under Ontario Regulation 25/23, the Township is required to submit annual reporting of energy demand and conservation results in accordance with the CECDM. The CECDM has identified the goal of a minimum reduction of 1% of energy consumption annually for all Township facilities. This LED lighting project will help the Township move toward achieving the energy reduction goal.

The current ball diamond lighting fixtures and bulbs at the Leisureplex are metal halide which is not very energy efficient. In recent years, staff have had a difficult time finding replacement bulbs and other parts to repair the existing and outdated fixtures. The old fixtures also required various repairs throughout the season which are difficult to complete because of field conditions and ball diamond usage/scheduling conflicts.

Local Authority Services (LAS) is a not-for-profit subsidiary of the Association of Municipalities of Ontario (AMO). In order to assist municipalities, LAS developed a turnkey operation to convert municipal street lighting and facility lighting systems to LED technologies.

In previous years, the Township partnered with LAS to procure our street lighting conversion program and staff have pursued this partnership once again for this facility (ball diamonds) lighting conversion project.

CURRENT SITUATION:

In order to assist municipalities with their procurement procedures, LAS developed and circulated a Request for Proposal (RFP) for retaining a consultant/contractor for the conversion of facility lighting to LED. Conrad Lighting Solutions was the successful proponent for the design and installation of facility LED lighting. Conrad Lighting Solutions completes a full review of the existing system, the required photometric design, and coordinates the installation. Cooper Lighting Solutions will supply the product (LED Fixtures) and work collaboratively with Conrad Lighting Solutions.

Township staff received a proposal from Conrad Lighting Solutions on April 14, 2023, totalling \$220,000.00 (excluding HST) as itemized below:

North Leisureplex Ball Diamond: \$105,400.00 > South Leisureplex Ball Diamond: \$105,400.00 > Supply of Glare Guards (\$5,600 per diamond): \$ 11,200.00 TOTAL RFP COSTS:

\$222,000.00

The total estimated project costs included in the RFP submitted by Conrad Lighting Solutions, a 10% contingency allowance, and all other miscellaneous costs including net HST is \$250,000.00.

The Province of Ontario's Independent Electricity Supply Operator (IESO) is currently not offering any IESO Incentive opportunities for exterior lighting fixture retrofits.

FINANCIAL IMPLICATIONS:

\$280,000.00 was approved as part of the Capital Budget, and is sufficient to cover the award and total cost of this project as itemized below:

Conrad Lighting Solutions RFP Amount: \$222,000.00
 Project Contingencies (10%): \$22,000.00
 Net HST & Other Miscellaneous Costs: \$6,000.00

TOTAL PROJECT COST: \$250,000.00

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the Director of Finance, CAO, and the Clerk's Office.

CONCLUSION:

In summary, staff recommends that Council awards this project to Conrad Lighting Solutions in the amount of \$222,000 (excluding HST). The total project cost including a contingency amount and net HST is estimated at \$250,000.00.

ATTACHMENTS:

APPENDIX A - LUMASPORT 8 Light Fixture & Visor

Prepared & Submitted by:

Bob Denison, RRFS, CBT

Manager of Parks, Recreation & Facilities

Approved by:

Beverly Hendry

Chief Administrative Officer

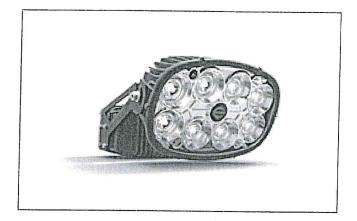
Mike DiPaola, P. Eng

Director of Public Works & Recreation

APPENDIX A

LUMASPORT 8
Light Fixtures & Visor

Project	Catalog #	Туре
Prepared by	Notes	Date



P Interactive Menu

- · Dimensional Details page 1
- · Ordering Information page 2
- · Dimensional and Mounting Details page 3
- Visor (VHE) Configuration page 4
- · Performance Data page 5
- · Optical Performance Data page 6
- Ordering Information for Accessories page 8
- Accessory Dimensions and Part Details page 9
- Example System Topology page 12

Ephesus

LUMASPORT 8

White LED Sports & Entertainment Luminaire

Typical Applications

Pro Arenas • University & Collegiate Arenas • University & Collegiate Stadiums • Multi-Event & Convention Centers • Gymnasiums & Field Houses

Product Certification









Top Product Features

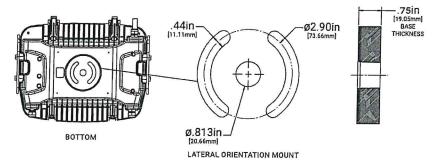
- 55,000 or 90,000 lumen output options
- · Glare and cutoff control via Hybrid Reflector and TIR Optical System
- · Reduce install time with pre-aimable two-piece assembly
- · Virtually eliminate maintenance with power redundancy
- · Industry leading light source reliability with Chip-on-Board LEDs
- · Greater than 92% lumen maintenance at 55,000 hours
- Wireless AirMesh, Wired DMX or sACN controls options to suit your needs
- Impact Resistant Glass option protects from vandalization and prevents down time in the event of impact to the glass.
- · Options to meet Trade Agreements Act requirements

Dimensional Details LIGHT HEAD B TOP TOP TOP 13.7in [195.58mm] 12.27in [311.558mm] PROFILE BOTTOM BOTTOM PROFILE PR

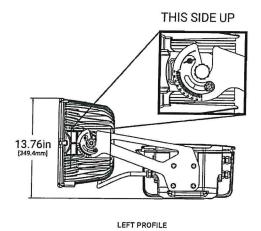


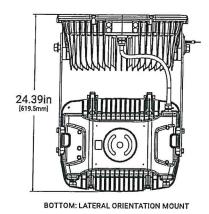
Dimensional and Mounting Details

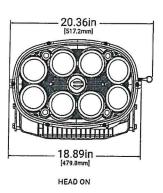
MOUNTING: DRIVER BOX



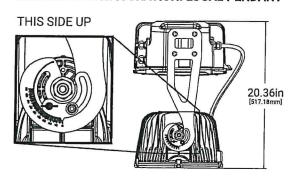
MOUNTING CONFIGURATION: LOCAL YOKE



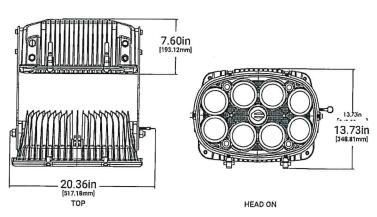




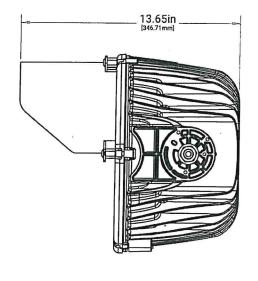
MOUNTING CONFIGURATION: LOCAL PENDANT



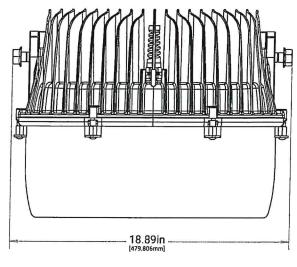
LEFT PROFILE



VHE & VIR Visor Option Dimensional Details



LEFT PROFILE: VISOR



TOP: VISOR

NOTES:

The addition of a visor adds 1lb of material to the luminaire weight.





DATE: May 23, 2023

REPORT NO: PW-15-2023

SUBJECT: 1989 Abingdon Road – Land Purchase for Road Allowance

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

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

OVERVIEW:

1989 Abingdon Road is located at the corner of Abingdon Road and Concession
 5 Road, a portion of the Township's roadway and roadside ditch are located on a this property.

- In December of 2021, Council authorized Planning staff to complete a survey and obtain an appraisal, if required, to purchase the land from the Owner of 1989 Abingdon Road to become part of the road allowance.
- Staff have come to an agreeable price for the land with the Owner, had the survey completed, and drafted the Agreement of Purchase and Sale.
- Staff are seeking authorization to finalize the purchase of the land and dedicate it as public highway.

RECOMMENDATION:

- 1. That Recommendation Report, PW-15-2023, regarding "1989 Abingdon Road Land Purchase for Road Allowance," dated May 23, 2023, BE RECEIVED; and,
- 2. That, a By-law be passed to authorize the Mayor and Clerk to sign an agreement for the purchase of Part 2 of Reference Plan No. 30R-15980, on the southeast corner of Abingdon Road and Concession 5 Road; and,
- 3. That, once the lands have been transferred to the Township of West Lincoln, a bylaw be passed to declare Part 2 on Reference Plan No. 30R-15980, on the southeast corner of Abingdon Road and Concession 5 Road, as Public Highway.

ALIGNMENT TO STRATEGIC PLAN:

Theme #1

• **Strong Transporation Connections -** West Lincoln's goal is to have transportation infrastructure that is safe for motorists, cyclists and pedestrians, and networks that are well-maintained and connected within our community.

BACKGROUND:

The property owner of 1989 Abingdon Road, through the course of completing a survey for a minor variance application, determined a portion of the Township's roadway and roadside ditch were encroaching on his property.

It was agreed that the best option to resolve the issue was for the Township to purchase this land and dedicate it as Public Highway.

In December 2021, Planning staff brought Report PD-121-2021 (Appendix A) forward to Council and received authorization to have a survey completed and create a Reference Plan to identify the land to be purchased by the Township and obtain an appraisal of the land, if required.

CURRENT SITUATION:

Planning staff engaged Rasch and Hyde Ltd. to complete the survey work, Reference Plan No. 30R-15980 (Appendix B) identifies Part 2 as the land to be purchased by the Township.

Planning staff and the property owner of 1989 Abingdon Road came to an agreement that the sale price for the land will be \$2000 + HST with the Township paying for the legal costs associated with the sale and land transfer. An Agreement of Purchase and Sale was drafted and reviewed by the Township's Legal Counsel.

As this relates to a roads matter, Public Works staff were provided with this background work and are requesting authorization from Council to finalize the purchase of the land and dedicate the parcel as Public Highway.

FINANCIAL IMPLICATIONS:

The survey work was completed in 2022 at a cost of \$1,695.00 and was accommodated in the roads operating budget.

Planning staff received quotes to complete an appraisal of the land at \$2000 + HST which was believed to be close to the value of the land. In discussions with the property owner it was agreed to forego the appraisal and agree on the sale price for the land of \$2000.00 + HST. It was also agreed that the Township would pay the associated legal costs to execute the Agreement of Purchase and Sale, and, to prepare and file documents to transfer the lands to the Township. These costs will also be accommodated in the roads operating budget.

INTER-DEPARTMENTAL COMMENTS:

This report has been prepared in collaboration with the Planning, Finance and Clerks Departments.

CONCLUSION:

Township staff are recommending that a by-law be passed to allow for the purchase of the land, and once the lands have been transferred to the Township, a by-law be passed to dedicate the land as Public Highway.

ATTACHMENTS:

- 1. Appendix A Planning Report PD-121-2021
- 2. Appendix B Reference Plan No. 30R 15980
- 3. Appendix C By-law to Authorize the Purchase of Land
- 4. Appendix D By-law to Dedicate Land as Public Highway

Prepared and Submitted by:

Approved by:

Jennifer Bernard, C.E.T. Coordinator of Engineering Services **Bev Hendry** CAO

Approved by:

Mike DiPaola, P.Eng.

Director of Public Works & Recreation



REPORT PLANNING/BUILDING/ENVIRONMENTAL COMMITTEE

DATE: December 6, 2021

REPORT NO: PD-121-2021

SUBJECT: Recommendation Report – 1989 Abingdon Road – Road

Allowance

CONTACT: Gerrit Boerema, Planner II

Brian Treble, Director of Planning & Building

OVERVIEW:

- The owner of 1989 Abingdon Road, located on the southeast corner of Concession 5 Road and Abingdon Road, recently completed a survey of their property and found that a portion of Abingdon Road and Concession 5 Road, and related Township drainage ditches are within the boundaries of their property.
- The owner has requested that the Township address this issue through the purchase of the lands necessary to get the road and ditch within the road allowance.
- Staff are seeking authorization to proceed with survey work followed by an appraisal (if required) to determine the value of the land.
- Once the survey and appraisal is completed staff would bring forward an additional report seeking authorization to purchase the additional land needed to accommodate the existing road and ditch. Staff estimate the area to be 50 square metres.
- Staff would also need to prepare a memorandum of understanding or undertaking with the owner to ensure that the Township and Owner can come to an agreed upon price for the land.
- This report has been prepared in consultation with Public Works.

RECOMMENDATION:

- 1. That, Report PD-121-2021, "Recommendation Report 1989 Abingdon Road Road Allowance", dated December 6, 2021 be received; and,
- 2. That, Staff be authorized to prepare a memorandum of understanding, undertaking, or agreement, to be signed by the owner; and,
- 3. That, Staff be authorized to proceed with completing survey work to create a part on a reference plan for the subject lands; and

- 4. That, Staff be authorized to obtain an appraisal (if an appraisal is required); and,
- 5. That, Staff report back to Committee and Council once the survey and appraisal is completed.

ALIGNMENT TO STRATEGIC PLAN:

Theme #6

Efficient, Fiscally Responsible Operations

BACKGROUND:

The owner of 1989 Abingdon Road recently applied for a minor variance and building permit for a new accessory building. As required by that process, the owner, Mr. Cheyne Nichols completed a survey of his property. The survey completed by Rasch and Hyde Surveyors, found in Attachment 1, shows that a portion of Abingdon Road and the roadside ditch is within Mr. Nichol's property.

Mr. Nichols has requested that Township staff look into the possibility of purchasing a portion of his property to capture the existing road and roadside ditch as Mr. Nichols does not want to be responsible for any Township infrastructure within his property.

Township Planning and Public Works staff agree that something needs to be done in this situation to address the issue of the road and ditch being within Mr. Nichol's property.

CURRENT SITUATION:

Through review of the topographic survey prepared by Rasch and Hyde Surveyors and provided to the Township by Mr. Cheyne Nichols, it appears that the Township would need a minimum 10 metre by 10 metre daylighting triangle at the southeast corner of Abingdon and Concession 5 Road being an area of approximately 50 square metres. The reason why this is needed is because the alignment of Abingdon Road is not straight and the curve in the road has resulted in a portion of the road and roadside ditch to be on Mr. Nichols property.

Public Works and Planning Staff are recommending that this daylighting corner be surveyed as a part on a reference plan, and appraised to determine its value.

FINANCIAL IMPLICATIONS:

The cost for the survey and appraisal and future land acquisition and legal costs would come from the roads operating budget. Staff have reached out to a survey company and the survey work is estimated at approximately \$2,000.

Staff are recommending that prior to the commencement of survey work, staff prepare an undertaking, memorandum of understanding or agreement with the owner to ensure that we have established a process to reach an agreeable price. If a price cannot be negotiated, an appraisal would be completed and the value of the appraisal would be used.

INTER-DEPARTMENTAL COMMENTS:

This report has been prepared in collaboration with the Township's Public Works, Finance and Clerks Departments.

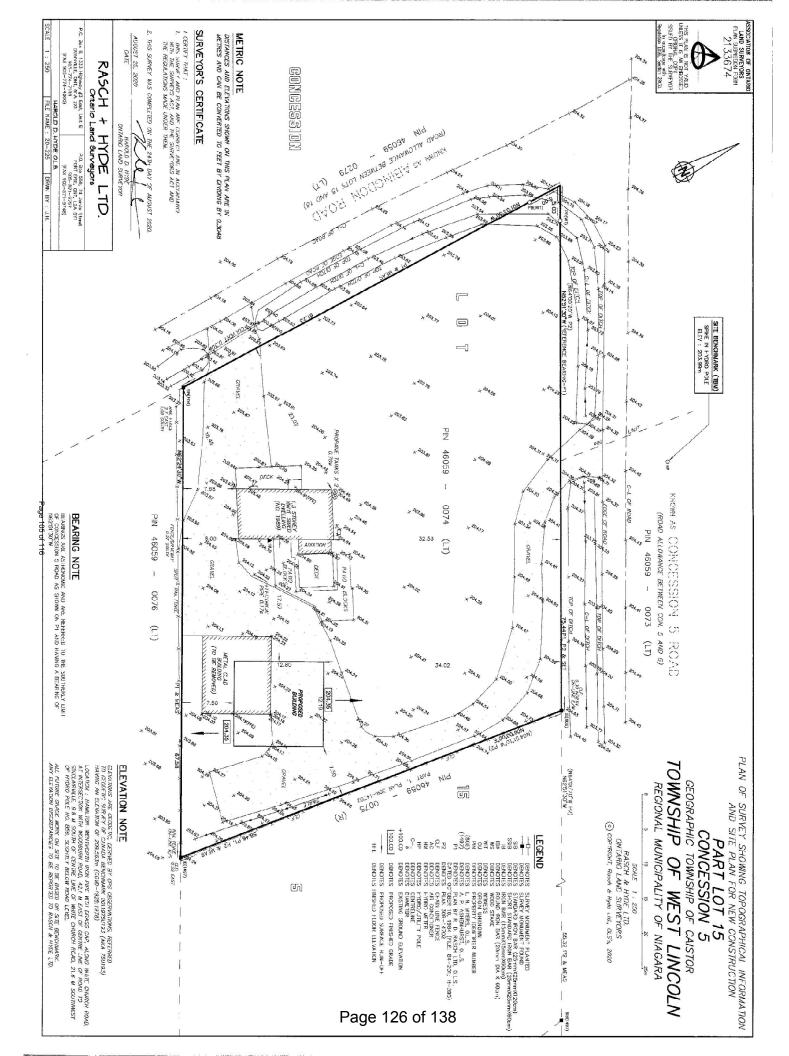
CONCLUSION:

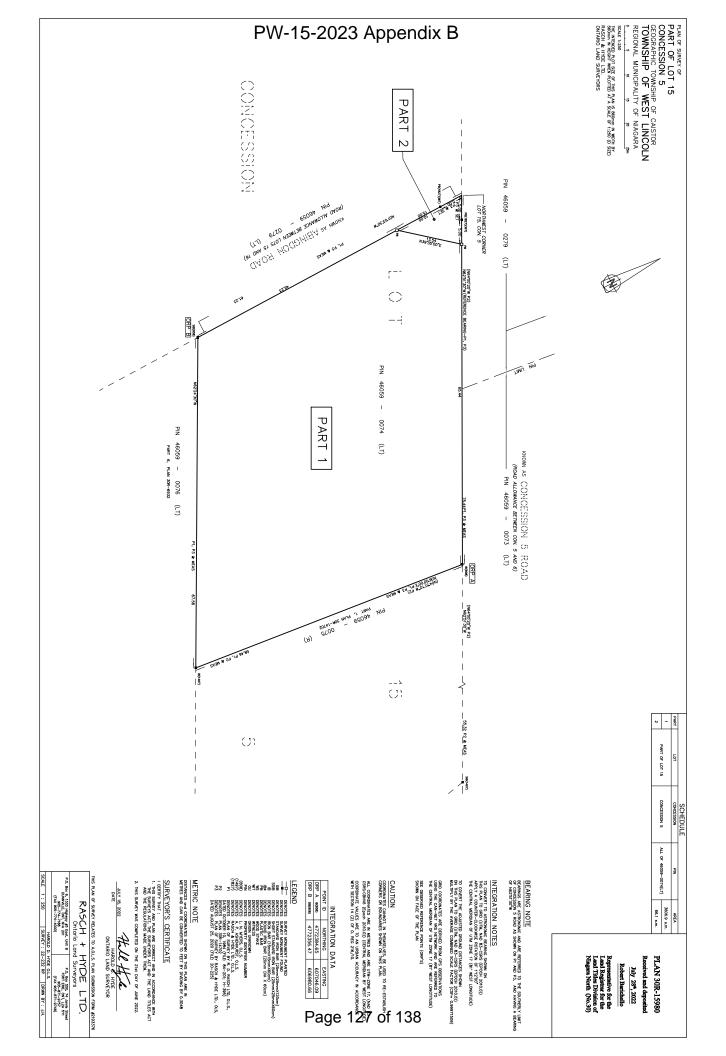
Township staff are proposing to complete a survey and appraisal for a small portion of land currently in private ownership but containing the Township's road allowance and roadside ditch. Staff would then report back to Committee and Council for approval prior to any land acquisition.

ATTACHMENTS:

1. Topographic survey – 1989 Abingdon Road

Prepared & Submitted by:	Approved by:	
Gund Borma		
Gerrit Boerema Planner II		
Ani Tek	BHerdy	
Brian Treble Director of Planning & Building	Bev Hendry CAO	





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

A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT FOR PURCHASE OF A TRIANGULAR PARCEL OF LAND ON THE SOUTHEAST CORNER OF ABINGDON ROAD AND CONCESSION 5 ROAD, BEING PART 2 ON REFERENCE PLAN 30R-15980, IN THE FORMER TOWNSHIP OF CAISTOR, NOW TOWNSHIP OF WEST LINCOLN, REGIONAL MUNICIPALITY OF NIAGARA.

WHEREAS the Council of the Corporation of the Township of West Lincoln deems it expedient to authorize the Mayor and Clerk to sign an agreement for the purchase of a triangular parcel of land being Part 2 of Reference Plan 30R-15980, as shown on Schedule A to this by-law;

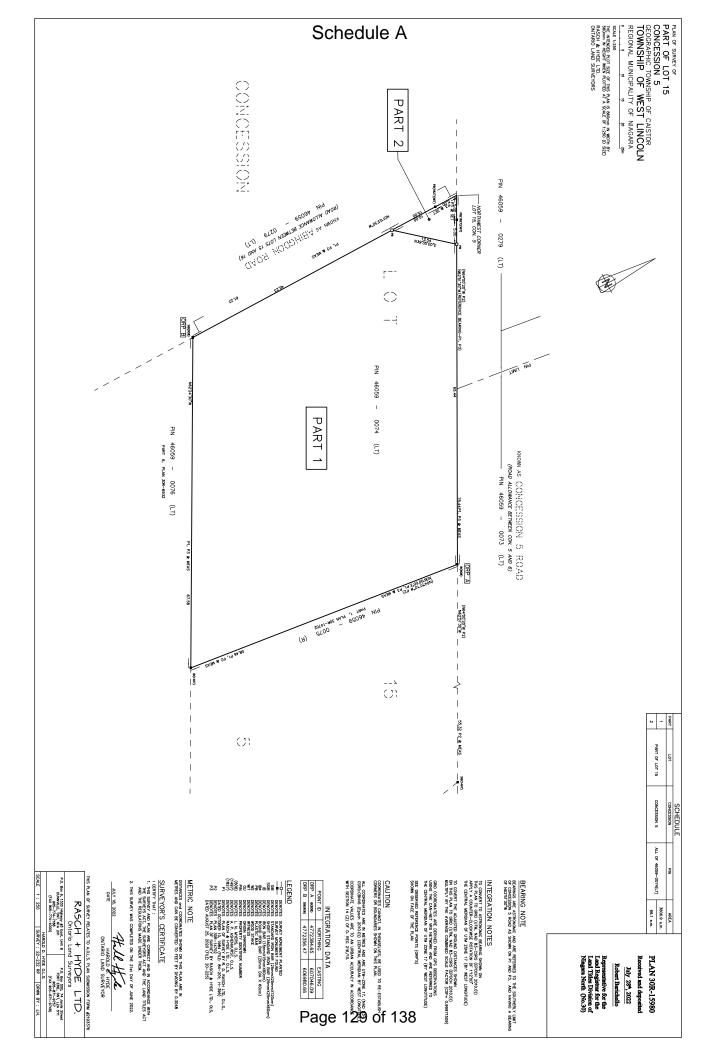
NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN ENACTS AS FOLLOWS:

- 1. That, the Corporation of the Township of West Lincoln hereby authorizes the Mayor and Clerk to sign the Agreement of Purchase and Sale for the purchase of a triangular parcel of land being Part 2 of Reference Plan 30R-15980, from Mr. Cheyne Nichols, to the Township of West Lincoln, and as shown on Schedule A to this by-law; and
- 2. That, the Mayor and Clerk be authorized to sign and affix the Corporate Seal thereof, to the Agreement of Purchase and Sale and any other documents as may be necessary to complete the purchase of the property in accordance with the Agreement.

MAYOR CHERYL GANAAN	_
JOANNE SCIME, CLERK	-

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS

23rd DAY OF MAY, 2023.



PW-15-2023 – Appendix D

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2023-XX

BEING A BY-LAW TO ESTABLISH PART 2 ON REFERENCE PLAN NO. 30R-15980, BEING THE SOUTHEAST CORNER OF ABINGDON ROAD AND CONCESSION 5 ROAD AS PUBLIC HIGHWAY, IN THE FORMER TOWNSHIP OF CAISTOR, NOW TOWNSHIP OF WEST LINCOLN, REGIONAL MUNICIPALITY OF NIAGARA.

WHEREAS the Corporation of the Township of West Lincoln has executed an Agreement of Purchase and Sale of land being Part 2 on Reference Plan No. 30R-15980, in the former Township of Caistor, now the Township of West Lincoln, Regional Municipality of Niagara;

AND WHEREAS the Council of the Corporation of the Township of West Lincoln deems it necessary to authorize the Mayor and Clerk to sign the documents to establish the land as Public Highway, as depicted as Part 2 on Reference Plan No. 30R-15980, in the former Township of Caistor, now Township of West Lincoln.

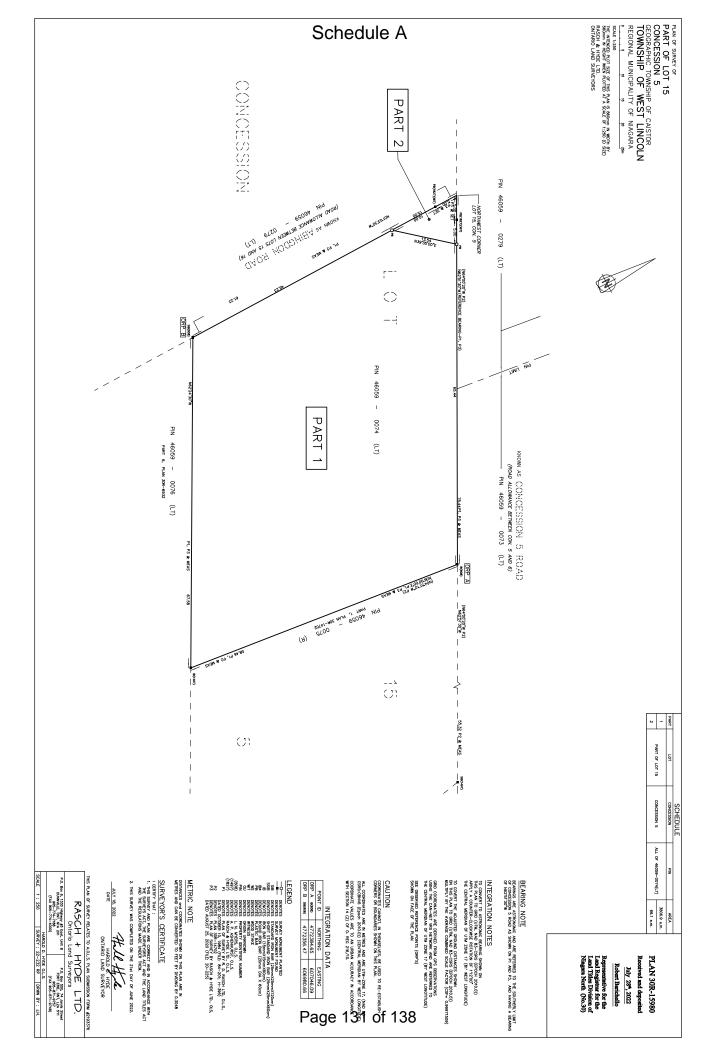
NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN ENACTS AS FOLLOWS:

- 1. That, Part 2 on Reference Plan No. 30R-15980 on the southeast corner of Abingdon Road and Concession 5 Road and as shown on Schedule A to this Bylaw, in the former Township of Caistor, now in the Township of West Lincoln, be and is hereby established as a public highway; and
- 2. That the Township's Solicitor be and is hereby authorized and instructed to register a copy of this By-law in the Land Titles Office.

MAYOR CHERYL GANANN
JOANNE SCIME, CLERK

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS

23rd DAY OF MAY, 2023



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2023-35

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 24TH DAY OF APRIL, 2023 AND ITS SPECIAL MEETINGS HELD ON THE 26TH DAY OF APRIL, 2023 AND THE 1ST DAY OF MAY, 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:

- That the minutes of the seventh meeting, regular, held on the 24th day of April, 2023 and of the eighth meeting, special, held on, the 26th day of April and of the ninth meeting, special, held on, the 1st day of May 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.

TIME AND FINALLY PASSED THIS 23 nd DAY OF MAY, 2023.
MAYOR CHERYL GANANN
JOANNE SCIME, CLERK

READ A FIRST, SECOND AND THIRD

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2023-36

BEING A BY-LAW TO ADOPT THE ESTIMATES FOR THE YEAR 2023 AND TO SET THE RATES OF TAXATION FOR THE YEAR 2023.

WHEREAS it is necessary for the Council of the Corporation of the Township of West Lincoln, pursuant to the Municipal Act 2001, ch. 25 to adopt the tax ratios and tax rate reductions for prescribed property classes set by the Regional Municipality of Niagara By-law No.2023-31;

AND WHEREAS the tax ratios establish the relative amount of taxation to be borne by each property class;

AND WHEREAS the property classes have been prescribed by the Minister of Finance and the Assessment Act R.S.O. 1990, ch. A.31, s.7 and s.8 as amended and Regulations thereto;

AND WHEREAS it is necessary for the Council of the Corporation of the Township of West Lincoln, pursuant to the Municipal Act to levy on the whole of rateable property according to the last revised assessment roll for the Corporation of the Township of West Lincoln the sum set forth in Schedule "A", and hereto attached for the current year;

AND WHEREAS it is necessary for the Council of the Corporation of the Township of West Lincoln, pursuant to the Municipal Act to levy on rateable property in the urban area of Smithville to pay for the costs of street lighting and sidewalk construction, repair and maintenance and the removal of snow from sidewalks according to the last revised assessment roll for the Corporation of the Township of West Lincoln the sums set forth in Schedule "A" hereto attached for the current year;

AND WHEREAS pursuant to the Regional Municipality of Niagara By-law 2023-31, the Regional Municipality of Niagara adopted estimates for all sums required by the Regional Municipality of Niagara for the purposes of the Regional Corporation and to provide a levy on Area Municipalities, as set forth in Schedule "A";

AND WHEREAS pursuant to the Regional Municipality of Niagara By-law 2023-31 and Ontario Regulation 400/98 as amended, the Regional Municipality of Niagara directed the Council of the Corporation of the Township of West Lincoln to levy specified tax rates on the assessment for education, as set forth in Schedule "A";

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

- 1. The tax ratios and tax rate reductions for prescribed property classes set by the Regional Municipality of Niagara By-laws 2023-31 are hereby adopted.
- 2. The estimates for the current year shall be as set forth in Schedule "A" attached to this by-law.
- 3. The rates of taxation per current value assessment for Township, West Lincoln Memorial Hospital (WLMH), Regional and Education shall be as set out in Schedule "A" attached to this by-law.
- 4. The rates of taxation per current value assessment for the urban service area of Smithville to pay for the costs of street lighting and sidewalk construction, repair and maintenance and the removal of snow from sidewalks shall be as set out in Schedule "A" attached to this by-law.

By-law 2023-36 Page 2

5. The levy provided for in Schedule "A" attached to this by-law shall be reduced by the amount of the interim levy for 2023.

- 6. For payments in lieu of taxes due to the Corporation of the Township of West Lincoln, the actual amount due to the Corporation shall be based on the assessment roll and the tax rates for the year 2023, unless otherwise amended by the Municipal Act or any regulations as established by the Minister of Finance.
- 7. For the railway rights of way taxes due to the Corporation of the Township of West Lincoln in accordance with the Regulations as established by the Minister of Finance, pursuant to the Municipal Act 2001, ch. 25, Section 315, the actual amount due to the Corporation shall be based on the assessment roll and the tax rates for the year 2023.
- 8. If any section or portion of this by-law or of the Schedule "A" is found by a court of competent jurisdiction to be invalid, it is the intent of the Council for the Corporation of the Township of West Lincoln that all remaining sections and portions of this by-law and schedules continue in force and effect.
- 9. For the year 2023 a pre-levy of taxes was authorized by by-law and that the levy provided for in Schedule "A" attached to this by-law shall be reduced by the amount of the interim levy for 2023 and the balance shall be due in two installments on July 31, 2023 and September 29, 2023.
- 10. The said final tax levy shall become due and payable in two (2) installments as follows: Fifty percent (50%) of the final tax levy shall become due and payable on the 31st day of July; fifty percent (50%) of the final tax levy shall become due and payable on the 29th day of September and nonpayment of the amount on the dates stated in accordance with this section shall constitute default.
- 11. (a) "Default" in this section shall mean "the first day following the date taxes are due".
 - (b) There shall be imposed on all taxes a penalty for non-payment or late payment of taxes. Penalty and interest is fixed at a rate of 1.25%. Penalty and interest will accrue on unpaid taxes commencing the first day of default and also on the first day of each calendar month thereafter.
- 12. (a) On all taxes of the final tax levy in default on January 1, 2023, interest will be added at the rate of 1.25 percent per month for each month or fraction thereof of default.
 - (b) On all other taxes in default on January 1, 2023, interest shall be added at the rate of 1.25 percent per month or fraction thereof, and all by-laws and parts of by-laws inconsistent with this policy are hereby rescinded.
- 13. If any section of the by-law or of Schedule "A" is found by a court of competent jurisdiction to be invalid, it is the intent of the Council for the Corporation of the Township of West Lincoln that all remaining sections of this by-law continue in force and effect.
- 14. Penalties and interest added on all taxes of the final tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid final tax levy.
- 15. The Treasurer shall cause to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a notice specifying the amount of taxes payable.
- 16. A failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any installment, does not affect the timing of default or the date from which interest shall be imposed.
- 17. All taxes shall be paid into the office of the Treasurer or to such financial institutions authorized by the Municipal Act and approved by the Treasurer.

By-law 2023-36 Page 3

18. This by-law shall come into force and effect upon the date of the final reading thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 23rd DAY OF MAY 2023

MAYOR CHERYL GAN	ANN
JOANNE SCIME, CLER	V

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN BY-LAW NO. 2023-37

A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT FOR PURCHASE OF A TRIANGULAR PARCEL OF LAND ON THE SOUTHEAST CORNER OF ABINGDON ROAD AND CONCESSION 5 ROAD, BEING PART 2 ON REFERENCE PLAN 30R-15980, IN THE FORMER TOWNSHIP OF CAISTOR, NOW TOWNSHIP OF WEST LINCOLN, REGIONAL MUNICIPALITY OF NIAGARA.

WHEREAS the Council of the Corporation of the Township of West Lincoln deems it expedient to authorize the Mayor and Clerk to sign an agreement for the purchase of a triangular parcel of land being Part 2 of Reference Plan 30R-15980, as shown on Schedule A to this by-law;

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

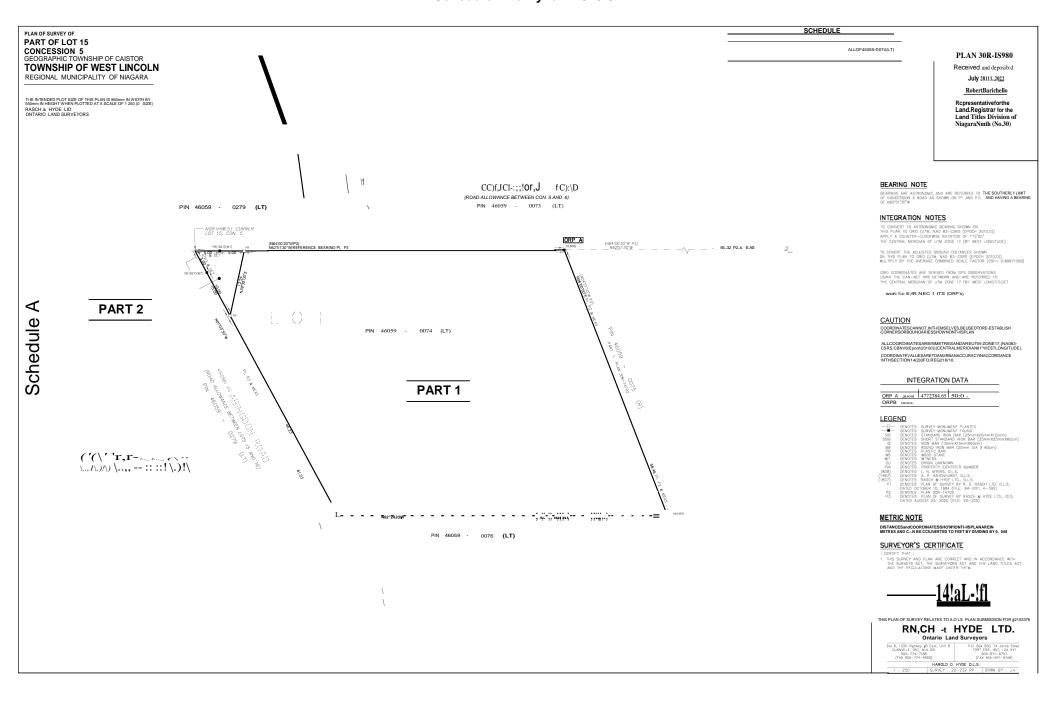
- 1. That, the Corporation of the Township of West Lincoln hereby authorizes the Mayor and Clerk to sign the Agreement of Purchase and Sale for the purchase of a triangular parcel of land being Part 2 of Reference Plan 30R-15980, from Mr. Cheyne Nichols, to the Township of West Lincoln, and as shown on Schedule A to this by-law; and
- 2. That, the Mayor and Clerk be authorized to sign and affix the Corporate Seal thereof, to the Agreement of Purchase and Sale and any other documents as may be necessary to complete the purchase of the property in accordance with the Agreement.

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MAYOR CHERYL GANAAN	
JOANNE SCIME CLERK	

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS

23rd DAY OF MAY 2023

Schedule A to By-law 2023-37



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2023-38

A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN AND CONRAD LIGHTING SOLUTIONS FOR LEISUREPLEX BALL DIAMONDS – AWARD OF LED LIGHTING UPGRADES

WHEREAS the Council of the Corporation of the Township of West Lincoln deems it expedient to enter into an agreement with Conrad Lighting Solutions for Leisureplex Ball Diamonds – Award of Led Lighting Upgrades.

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 Conrad Lighting Solutions for Leisureplex Ball Diamonds Award of Led Lighting Upgrades; 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 23rd

JOANNE SCIME, CLERK