



**TOWNSHIP OF WEST LINCOLN
PUBLIC WORKS & RECREATION COMMITTEE
AGENDA**

MEETING NO. TWO

Tuesday, March 19, 2024, 7:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

NOTE TO MEMBERS OF THE PUBLIC: All Cell Phones, Pagers and/or PDAs to be turned off. 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. CHAIR - Councillor Jason Trombetta

Prior to commencing with the Public Works & Recreation Committee meeting agenda, Chair Trombetta noted the following:

1. 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 nfiorentino@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 as well as recorded and available on the Township's Website.

2. LAND ACKNOWLEDGEMENT STATEMENT

The Township of West Lincoln, being part of Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hatiwendaronk (Hat-i-wen-DA-ronk), the Haudenosaunee (Hoe-den-no-SHOW-nee), and the Anishinaabe (Ah-nish-ih-NAH-bey), including the Mississaugas of the Credit First Nation. There are many First Nations, Métis,

and Inuit people from across Turtle Island that live and work in Niagara today. The Township of West Lincoln, as part of the Regional Municipality of Niagara, stands with all Indigenous people, past and present, in promoting the wise stewardship of the lands on which we live.

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

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

5. **APPOINTMENTS**

There are no appointments/presentations.

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

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

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

Chair to inquire if there are any members of the public present who wish to address any items on the Public Works/Recreation/Arena Committee agenda.

7. **CONSENT AGENDA ITEMS**

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

7.1 **ITEM PW07-24**

CONSENT AGENDA ITEMS

RECOMMENDATION:

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

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

with the exception of Items #(s)_____

- | | | |
|----|---|----|
| 1. | West Lincoln Public Library Board - Minutes of January 16, 2024 | 5 |
| 2. | West Lincoln Public Library Board Special Minutes - January 19, 2024 | 8 |
| 3. | Information Report PW-03-2024 -2023 Capital Project Completion Update | 10 |

8. **COMMUNICATIONS**

There are no communications.

9. STAFF REPORTS

9.1 ITEM PW08-24

19

Project Manager (Ray Vachon)

Re: Recommendation Report RFD PW-08-2024, regarding “St. Ann’s Road Reconstruction Consultant Services – Detail Design, Tendering, Contract Administration & Inspection RFP Award

RECOMMENDATION:

1. That, Recommendation Report RFD PW-08-2024, regarding “St. Ann’s Road Reconstruction Consultant Services – Detail Design, Tendering, Contract Administration & Inspection RFP Award”, dated March 19 2024, be received; and
2. That, the design portion of the above project be awarded to Urban & Environmental Management Inc., in the amount of \$132,334.40 (excluding HST); and
3. That, the project cost in the total amount of \$175,000.00, which includes professional engineering services, a 15% contingency, net HST, and other miscellaneous project costs, be approved; and
4. That, a By-Law authorizing the Mayor and Clerk to enter into an agreement with Urban & Environmental Management Inc. be passed.

9.2 ITEM PW09-24

23

Manager of Operations (Tray Benish), and Director of Public Works & Recreation (Mike DiPaola)

Re: Recommendation Report PW-09-2024 - Speed Reduction and School Zone Implementation on Caistor Centre Road between Concession Road 5 and Regional Road 65 (Silver Street)

RECOMMENDATION:

1. That, Recommendation report PW-09-2024, regarding “Speed Reduction and School Zone Implementation on Caistor Centre Road between Concession Road 5 and Regional Road 65 (Silver Street)”, dated March 19th, 2024 be received; and
2. That, Schedule “W” of By-Law 89-2000, be amended to reduce the speed limit from 80 km/hr to 60 km/hr on Caistor Centre Road, from Concession Road 5 to Regional Road 65 (Silver Street); and,
3. That, a By-Law for the school zone of 50 km/hr, 150 metres on either side of Caistor Public School’s property limits (1794 Caistor Centre Road) be passed.

10. OTHER BUSINESS

10.1 ITEM PW10-24

Members of Council

Re: Other Business Items of an Informative Nature

11. NEW BUSINESS

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

12. CONFIDENTIAL MATTERS

There are no confidential matters.

13. ADJOURNMENT

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

**MINUTES
WEST LINCOLN PUBLIC LIBRARY
BOARD MEETING**

Meeting #1 Tuesday, January 16, 2024 – 6pm
West Lincoln Public Library, Smithville Branch

PRESENT:

Board:	Julie Adams Puneet Bajaj Shelley Bradaric Tina Jol David Kurth Christa McBlain Leanne Reilly Wendy Wilson
Staff:	Vanessa Holm, Library CEO

REGRETS:

Call to Order

Library Chair called the meeting to order, welcomed all and established quorum at 6:07pm.

1. Agenda

Moved by: Tina Jol

Seconded by: Wendy Wilson

THAT the West Lincoln Public Library Board approves the agenda for Tuesday, January 16, 2024 as presented including any additions or deletions.
Carried.

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

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

3. Minutes

Moved by: Christa McBlain

Seconded by: Leanne Reilly

THAT the minutes of the December 19, 2023 regular meeting of West Lincoln Public Library Board be approved as presented.

THAT the confidential minutes relating to the closed session portion of the December 19, 2023 West Lincoln Public Library Board meeting be accepted as presented; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.
Carried.

4. Correspondence

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

5. Financial Matters

a) Actual vs Budget Year to Date Report

Moved by: Shelley Bradaric Seconded by: Puneet Bajaj

THAT the Actual vs Budget Year to Date report be accepted for information.
Carried.

6. Report

a) Library CEO presented the December 2023 CEO's Report

7. Library Business

a) Regional Governance Review

The Library CEO and Board discussed the regional governance review, which included, but was not limited to:

- Some of the eleven Niagara Region public library systems, including West Lincoln, have prepared a written submission which was discussed at an all-trustees meeting on January 15, 2024
- The purpose of the paper is not to take a position on a preferred governance structure for Niagara but instead to focus on what public libraries in the region have already been doing to co-operate and share services.
- A copy of the written submission was sent to the Mayor and CAO for information

Moved by: Tina Jol

Seconded by: David Kurth

THAT the report, "Public Libraries in the Niagara Region on Regional Governance Review" is accepted and endorsed by West Lincoln Public Library Board.
Carried.

b) Ontario Library Association Super Conference

- Two Board members will be attending the Trustee Boot Camp on January 27, 2024; Library staff will be attending the conference as well.

c) 2024 Library Budgets

- At an all-committees meeting on January 15, 2024, the Finance department presented the capital budgets from all departments. Council received this for information and will discuss at subsequent meetings.

d) Strategic Plan Milestones Document

- Library CEO presented the Strategic Plan Milestones Document

Moved by: Puneet Bajaj

Seconded by: Shelley Bradaric

THAT the Strategic Plan Milestones document be approved as presented, and that the consultant meets with the interim CEO to review the Strategic Plan.
Carried.

8. Next Meeting Date: February 27, 2024

9. Closed Session

a) Personnel Matter - Library Staffing Update

Moved by: Tina Jol

Seconded by: Wendy Wilson

THAT the next portion of this meeting be closed to the public, at the time of 6:38pm to consider the following pursuant to Section 239 (2) of the Municipal Act 2001 or Section 16.1 (4) Public Libraries Act:

Applicable closed session exemptions(s): Personal matters about an identifiable individual(s) including municipal or local board employees.
Carried.

Moved by: Wendy Wilson

Seconded by: Puneet Bajaj

THAT this West Lincoln Public Library Board meeting does now resume in open session at the time of 6:45pm.
Carried.

Re: Personnel Matter - Library Staffing Update

Moved: David Kurth

Seconded by: Tina Jol

THAT the HR Committee will proceed as discussed in closed session with respect to personnel issues.
Carried.

10. Announcements

a) Board Roundtable of Announcements

- Discussion of cyber attacks on public libraries; Library CEO will let Board know about protection for West Lincoln Public Library, including cyber insurance

11. Adjournment

Moved by: David Kurth

THAT the January 16, 2024 West Lincoln Public Library Board Meeting adjourns at 6:58pm.
Carried.

JULIE ADAMS, CHAIR

VANESSA HOLM, CEO

MINUTES
WEST LINCOLN PUBLIC LIBRARY
SPECIAL BOARD MEETING
Meeting #2 Friday, January 19, 2024 – 6pm
Zoom

PRESENT: Julie Adams
Wendy Wilson
David Kurth
Leanne Reilly
Tina Jol

REGRETS: Shelley Bradaric
Christa McBlain
Puneet Bajaj

Call to Order

Library Chair called the meeting to order, welcomed all and established quorum at 6:02 pm.

1. Agenda

Moved by: Wendy Wilson **Seconded by:** Tina Jol

THAT the West Lincoln Public Library Board approves the agenda for Friday, January 19, 2024 as presented including any additions or deletions.
Carried.

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

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

3. Closed Session

a) Personnel Matter - Library Staffing Update

Moved by: David Kurth **Seconded by:** Leanne Reilly

THAT the next portion of this meeting be closed to the public, at the time of 6:03 pm to consider the following pursuant to Section 239 (2) of the Municipal Act 2001 or Section 16.1 (4) Public Libraries Act:

Applicable closed session exemptions(s): Personal matters about an identifiable individual(s) including municipal or local board employees.
Carried.

Moved by: David Kurth **Seconded by:** Tine Jol

THAT this West Lincoln Public Library Board meeting does now resume in open session at the time of 6:40 pm.

Carried.

Re: Personnel Matter - Library Staffing Update

Moved by: Leanne Reilly **Seconded by:** David Kurth

THAT the West Lincoln Public Library Board proceeds with the offer:
Employment Agreement (Fixed Term) (Pregnancy/Parental Leave) Replacement.

4. Adjournment

Moved by: Leanne Reilly

THAT the January 19, 2024 West Lincoln Public Library Special Board Meeting adjourns at 6:42 pm.

Carried.

Chair or Vice Chair (record name)

Secretary for the meeting (record name)

DATE: March 18, 2024
REPORT NO: PW-03-2024
SUBJECT: **2023 Capital Project Completion Update**
CONTACT: Ray Vachon, Project Manager

OVERVIEW:

- In the Spring of 2023, both the Pearson Bridge Rehabilitation tender and 2023 Road Rehabilitation tender were awarded under reports PW-01-2023 and PW-11-2023 respectively.
- The 2023 Road Rehabilitation project was substantially completed on October 26, 2023 and the Pearson Bridge Rehabilitation project was substantially completed on December 11, 2023.
- Both projects were completed within their respective approved budget.
- The purpose of this report is to provide a project completion update to Committee and Council with respect to these 2 capital infrastructure projects.

RECOMMENDATION:

That, Information Report PW-03-2024; re: “2023 Capital Project Completion Update”, dated March 18, 2024, be received for information.

ALIGNMENT TO STRATEGIC PLAN:

BUILD a safe, connected, caring and active community.

BACKGROUND:

Contract PW 2022-02 Pearson Bridge Rehabilitation

The work involved for this bridge rehabilitation included repair of the concrete deck, girders, abutments, conversion to semi-integral abutment, abutment bearing replacements, addition of an approach slab, guiderail installation, roadway approach works, and erosion control on the embankments.

In January 2023, the tender was issued and the Township received 9 bid submissions. The low bidder, Anthony’s Excavating Central Inc., was awarded the project at the

February 2023 meeting (report PW-01-2023) at a price of \$1,034,502.12, well under the approved budget of \$1,250,000.00. This was a joint project with the Township of Wainfleet and was cost shared 50/50.

Work began in late May and proceeded throughout the Summer and into the late Fall of 2023.

Contract PW 2023-01 2023 Road Rehabilitation

The work involved for Concession 3 Road (RR14 Smithville Road to Caistor Centre Road), Concession 4 Road (RR24 Victoria Avenue to Hodgkins Road), and Young Street (RR12 Grimsby Road to Grassie Road), included culvert replacements, road base repairs, road surface padding, ditching, and a single tar and chip surface treatment application. For Industrial Park Road (Spring Creek Road to Railway Tracks), the work involved full depth removal of the existing asphalt and replacement with 115 mm of hot mix asphalt. On Vaughan Road (Caistor/Gainsborough Townline Road to RR27 Wellandport Road), work included culvert replacements, grading, and hard topping of the gravel road with a double tar and chip surface treatment.

The tender was posted in March 23, and closed on April 6. A total of 4 bid submissions were received. The low bidder, Walkers Construction Limited, was awarded the project at the April meeting (report PW-11-2023) at a price of \$2,112,150.00, well under the approved budget of \$2,570,000.00.

Work on the project began in June and proceeded to early Fall of 2023 with the completion of Industrial Park Road.

CURRENT SITUATION:

Contract PW 2022-02 Pearson Bridge Rehabilitation

The project was substantially completed and the bridge/road was re-opened on December 11, 2023, and is now under a 1-year maintenance/warranty period. There is still minor outstanding work to be completed, due to material lead times, which will be addressed in a few weeks. The outstanding work will not require further road closures and are under \$20,000 to complete.

There were some challenges including weather, contractor staffing, and some unexpected work due to missing information on the original bridge design drawings. These challenges did end up extending the length of the project.

Total cost for the project, including construction, construction administration, inspection, and non-recoverable HST, will be under \$1,119,700.00 which is under the approved budget of \$1,250,000.00. Before and after photos of the bridge are included in Schedule A.

Contract PW 2023-01 2023 Road Rehabilitation

The project was substantially completed on October 26, 2023, and is now under a 1-year maintenance/warranty period. Schedule B shows before and after photos of the roads that were included in this Road Rehabilitation program/contract.

The only challenge with this project was some minor contractor staffing allocation and scheduling, which did delay the work on Industrial Park Road by a few weeks.

Total cost for the project, including construction, construction administration, inspection, and non-recoverable HST is \$2,123,005.

FINANCIAL IMPLICATIONS:

Pearson Bridge is expected to be below budget by approximately \$130,300. The Township portion of that savings is \$65,150, as the Township of Wainfleet is funding half of this project. This will result in additional OCIF (Ontario Community Infrastructure Fund) funding being available for the 2025 Capital Budget.

The Road Rehabilitation Project is expected to be below budget by approximately \$446,995. The bulk of that savings, \$337,446 is related to the Vaughan Road paving project, which used debenture financing. The unused portion of the debenture is used to partially finance the 2024 Vaughan Road hard-topping project. The balance of the savings from the Road Rehabilitation Project impacts the CCBF (Canada Community Building Fund). Staff had anticipated savings in this area and adjusted the CCBF funding in the 2024 Capital Budget accordingly.

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the Clerks Department, and the Interim CAO and Treasurer. The Financial Implications was provided by the Interim CAO and Treasurer.

CONCLUSION:

The 2023 Capital Project Completion Update Report is being provided as an update for information purposes and to inform that these two contracts are substantially complete and under budget.

SCHEDULES:

Schedule A – Pearson Bridge Rehabilitation Before and After Photos

Schedule B – Vaughan Road Before and After Photos

Prepared & Submitted by:

Approved by:

Ray Vachon, Project Manager

Donna DeFilippis, Interim CAO/Treasurer

SCHEDULE A

Pearson Bridge Rehabilitation – Before and After Photos



SCHEDULE B

Vaughan Road – Before and After Photos



Concession 3 Road – Before and After Photos



Concession 4 Road – Before and After Photos



Young Street – Before and After Photos



Industrial Park Road – Before and After Photos



DATE: March 19, 2024

REPORT NO: PW-08-2024

SUBJECT: **St. Ann's Road Reconstruction Consultant Services – Detail Design, Tendering, Contract Administration & Inspection RFP Award**

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

OVERVIEW:

- The St. Ann's Road Reconstruction project was included in the approved 2021 Capital Budget, with funding from the Government of Canada and Government of Ontario under the Investing in Canada Infrastructure Program (ICIP).
- Staff prepared and circulated a Request for Proposal (RFP), with six (6) submissions received on the closing date of February 21, 2024.
- In an effort to award the RFP based on best value for money, all proposals received were evaluated used set criterion of 80% (Technical) and 20% (Cost).
- Urban & Environmental Management Inc. received the highest score.
- Staff recommends awarding the design portion of the RFP to Urban & Environmental Management Inc. at an estimated project cost of \$175,000.00 which includes professional fees, 15% contingency, net HST, and other miscellaneous costs.

RECOMMENDATION:

1. That, Recommendation Report RFD PW-08-2024, regarding "St. Ann's Road Reconstruction Consultant Services – Detail Design, Tendering, Contract Administration & Inspection RFP Award", dated March 19 2024, be received; and
2. That, the design portion of the above project be awarded to Urban & Environmental Management Inc., in the amount of \$132,334.40 (excluding HST); and
3. That, the project cost in the total amount of \$175,000.00, which includes professional engineering services, a 15% contingency, net HST, and other miscellaneous project costs, be approved; and
4. That, a By-Law authorizing the Mayor and Clerk to enter into an agreement with Urban & Environmental Management Inc. be passed.

ALIGNMENT TO STRATEGIC PLAN:

Build - a safe, connected, caring and active community

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 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 storm drainage.

In June 2021, under report PW-16-2021, Council approved the award of the Municipal Class Environmental Assessment (EA) process and Preliminary Design assignment, which was the first step of the project. As of March 15, 2024, the Municipal Class EA and Preliminary Design is now complete.

The tentative schedule for the complete project is as follows and may vary as the project phases proceed:

Municipal Class EA & Preliminary Design	Completed
Detail Design	2024
Utility Relocates & Potential Property Acquisition	2024/2025
Construction	2025/2026

CURRENT SITUATION:

Staff prepared and circulated the Request for Proposal (RFP) document on January 17, 2024 and the RFP closed on February 21, 2024. The RFP was advertised on the Township website and with the electronic tendering service, Bids & Tenders. In an effort to award this RFP on best value for money, all proposals received were evaluated using the following set of criteria (80% Technical and 20% Cost) as itemized below:

- Applicable Technical Expertise & Resources
- Team Strength
- Same or Similar Project Experience
- Past Performance Record
- Project Understanding
- Methodology / Work Plan
- Cost

There were nine (9) registered bidders and six (6) RFP submissions were received and

opened on the RFP closing date of February 21, 2024. The results of the evaluation are summarized in the below table:

Company	Detail Design & Tendering Cost	Const. Admin & Inspection Cost	Total RFP Cost	Weighted RFP Score (Points)
Urban & Environmental Management Inc.	\$132,334.40	\$249,983.30	\$382,317.70	850
Associated Engineering (Ont) Ltd.	\$169,464.00	\$348,968.00	\$518,432.00	720
Kerry T. Howe Engineering Limited	\$176,270.00	\$275,000.00	\$451,270.00	700
Robinson Consultants Inc.	\$228,380.00	\$240,260.00	\$468,640.00	665
R.J. Burnside & Associates Limited	\$265,911.45	\$264,071.00	\$529,982.45	625
Concept Dash Inc.	\$84,705.00	\$50,615.00	\$135,320.00	DQ

Urban & Environmental Management Inc. received the highest score. Staff determined that the proposal submitted by Concept Dash Inc.'s did not fully meet all the requirements specified in the RFP document which translated to an extremely low price, which was 182% lower than the fees submitted by Urban & Environmental Management Inc. Therefore, their submission is considered an irregular bid and was disqualified.

Urban & Environmental Management Inc. is located in Niagara Falls and has experience completing similar works throughout Niagara Region, and is capable of successfully completing this project and has the necessary expertise and resources.

FINANCIAL IMPLICATIONS:

As part of the 2021 Capital Budget, a total budget amount of \$380,000.00 was approved for the planning and design phase of the project, which includes this Municipal Class EA and Preliminary Design assignment, and the Detail Design component of the project. Total costs for the completed Municipal Class EA and Preliminary Design was just under \$205,000.00. Therefore, the remaining budget is sufficient to complete the detail design and tendering of this contract.

Only the detail design portion of the RFP will be awarded to Urban & Environmental at this time. The Construction Administration and Inspection will be awarded to Urban & Environmental in 2025 as part of the construction tender award, pending Council budget approval. The hourly prices quoted in the RFP will remain unchanged when the work is awarded in 2025.

The total project cost for this assignment is estimated to be \$175,000 as outlined below:

Project Budget	Cost
RFP Total	\$132,334.40
Contingency (15%)	\$ 20,000.00
Miscellaneous & Net HST	\$ 22,665.60
TOTAL	\$175,000.00

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the Interim CA)/Treasurer and Clerks Department.

CONCLUSION:

In summary, Staff recommends that this contract be awarded to Urban & Environmental Management Inc. at their bid price of \$132,334.40 plus HST, and that Council approve project expenditures up to the amount of \$175,000.00.

Staff further recommends that the Mayor and Clerk be authorized to enter into an agreement with Urban & Environmental Management Inc. for the St. Ann's Road Reconstruction Detail Design and Tendering of the project, as outlined above.

Prepared by:



Ray Vachon, C.E.T.
Project Manager

Submitted by:



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

Approved by:



Donna DeFilippis
Interim CAO and Treasurer

DATE: March 19, 2024

REPORT NO: PW-09-2024

SUBJECT: **Speed Reduction and School Zone Implementation on Caistor Centre Road between Concession Road 5 and Regional Road 65 (Silver Street)**

CONTACT: Tray Benish, ORO, Manager of Operations
Mike DiPaola, P. Eng. – Director, Public Works and Recreation

OVERVIEW:

- The Township has reviewed, in collaboration with Niagara Region, the posted speed on Caistor Centre Road, between Concession Road 5 and Regional Road 65 (Silver Street).
- It is recommended that the speed limit on Caistor Centre Road, between Concession Road 5 and Regional Road 65, be lowered to 60 km/hr.
- It is recommended that 50 km/hr school zone be implemented at Caistor Public School during the school season.

RECOMMENDATION:

1. That, Recommendation report PW-09-2024, regarding “Speed Reduction and School Zone Implementation on Caistor Centre Road between Concession Road 5 and Regional Road 65 (Silver Street)”, dated March 19th, 2024 be received; and
2. That, Schedule “W” of By-Law 89-2000, be amended to reduce the speed limit from 80 km/hr to 60 km/hr on Caistor Centre Road, from Concession Road 5 to Regional Road 65 (Silver Street); and,
3. That, a By-Law for the school zone of 50 km/hr, 150 metres on either side of Caistor Public School’s property limits (1794 Caistor Centre Road) be passed.

ALIGNMENT TO STRATEGIC PLAN:

- **BUILD** – A safe and connected, caring, and active community

BACKGROUND:

The Township has reviewed the posted speed and school zone on Caistor Centre Road between Concession Road 5 and Regional Road 65 (Silver Street), to improve safety near Caistor Central Public School (1794 Caistor Centre Road). As a result, staff have corresponded with the Niagara Region Road Corridor Safety Group in regards to speed limits within school zones throughout the Niagara Region.

CURRENT SITUATION:

The speed limit on Caistor Centre Road between Concession Road 5 and Regional Road 65 is currently 80 km/hr, with a speed limit reduction to 60 km/hr approaching Caistor Central Public School from each direction. Township Staff reached out to the Niagara Region Road Corridor Safety Group to discuss best practices and policies in regards to school zone implementation throughout Niagara Region.

To coincide with the Niagara Region's by-laws and policies, staff are recommending that the speed limit on Caistor Centre Road between Concession Road 5 and Regional Road 65 (Silver Street) be lowered to 60 km/hr. Staff are also recommending a speed limit reduction to 50 km/hr from 150 metres of either side of Caistor Central Public Schools property limits. Since the school is located in the rural area, a speed limit reduction to 50 km/hr is being recommended instead of 40 km/hr, which is typically used in the urban area. The speed limit reduction in front of the school will be enforced from 7am-5pm Monday to Friday, from September to June (Refer to Schedule C - Sign Example). An electronic speed radar sign, showing live vehicle speeds, will be permanently installed for southbound traffic approaching the school.

Staff therefore recommends amending Schedule "W" of By-Law 89-2000 and creating a school zone by-law as presented in Schedule A and Schedule B.

FINANCIAL IMPLICATIONS:

Two 60 km/hr and two 50 km/hr signs, and two school zone signs (Schedule C) will need to be purchased through the approved operating budget at a cost of approximately \$750.00.

A new electronic speed radar sign, showing live vehicle speeds, will need to be purchased at an approximate cost of \$5,000.00. This item is approved as part of the 2024 Capital budget.

Therefore, sufficient funds are available to implement this speed reduction and school

zone.

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the Interim CAO/Treasurer and Clerk's Office.

CONCLUSION:

Staff recommends implementing this speed reduction, school zone, and approving the necessary by-laws.

ATTACHMENTS:

Schedule A – By-Law 89-2000 amendment
Schedule B – By-Law for school zone enforcement
Schedule C – School Zone Speed Limit Enforcement Sign

Prepared & Submitted by:



Tray Benish, ORO
Manager of Operations

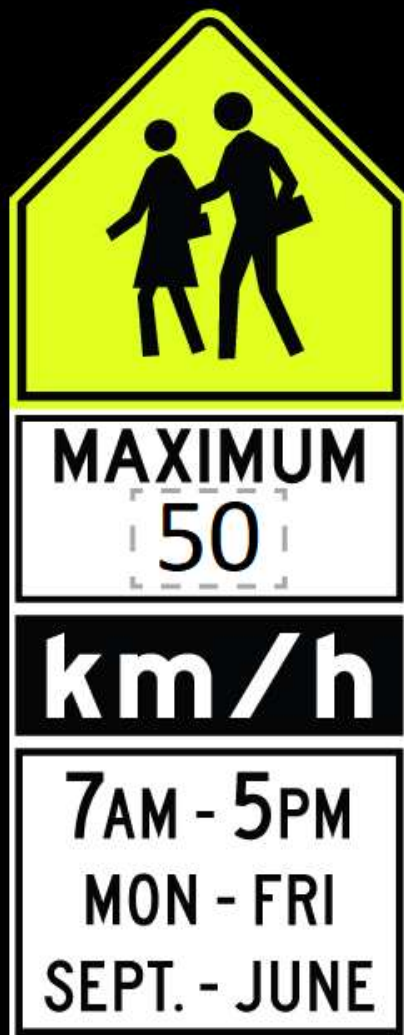


Mike DiPaola, P.Eng.
Director, Public Works and Recreation

Approved by:



Donna DeFilippis
Interim CAO / Treasurer



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN
BY-LAW NO. 2024-XX

A BY-LAW TO PROVIDE FOR THE REGULATION
OF TRAFFIC ON A PUBLIC HIGHWAY

THAT Pursuant to S. 128 (5) of the *Highway Traffic Act*, R.S.O. 1990, c.H.8, as amended,

And WHEREAS the Council of a municipality may on the portion of a highway so designated, prescribe a rate of speed that is lower than the posted speed and prescribe the time at which the speed limit is effective.

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

1. That, the attached “Schedule A” prescribe a rate of speed lower than the posted speed limit and prescribe at which time the speed limit is effective; and,

“Schedule A”

COLUMN 1 HIGHWAY	COLUMN 2 FROM	COLUMN 3 TO	COLUMN 4 DAYS	COLUMN 5 TIMES	COLUMN 6 SPEED
Caistor Centre Road	150 metres north of the northern property limit of Caistor Centre Public School (1794 Caistor Centre Road)	150 metres south of the southern property limit of Caistor Centre Public School (1794 Caistor Centre Road)	Any School Day	7:00 am to 5:00 pm	50 km/h

2. That, this By-law shall come into force and be effective when the necessary signs have been erected in accordance with the regulations under the Highway Traffic Act.

READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS
25th DAY OF MARCH, 2024

MAYOR CHERYL GANANN

NANCY FIORENTINO, CLERK

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2024-XX

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

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

AND WHEREAS the Council of the Corporation of the Township of West Lincoln now deems it expedient to amend Schedule “W” of By-law 89-2000 which provides for speed limits on local roads within the Township.

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

1. That, Schedule “W” of By-law 89-2000 be amended by deleting therefrom Schedule “W” and inserting in lieu thereof, the attached revised Schedule “W”; and,
2. That, this By-law shall come into force and be effective when the necessary signs have been erected in accordance with the regulations under the Highway Traffic Act.

**READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS
25th DAY OF MARCH, 2024**

MAYOR CHERYL GANANN

NANCY FIORENTINO, CLERK

PURPOSE AND EFFECT OF BY-LAW 2024-XX

To effect the following revised Schedule “W” of By-law 89-2000 which provides for speed limits on roads within the Township.

COLUMN 1	COLUMN 2		COLUMN 3
HIGHWAY	FROM	TO	MAXIMUM SPEED (Km/h)
Westbrook Road	Regional Road 20	Hamilton-Wentworth Regional Road 22 (Regional Niagara Road 65)	60 km/h
South Grimsby Road 8	Twenty Road	Regional Road 20	70 km/h
Twenty Road	Caistor Centre Road	Westbrook Road	60 km/h
South Grimsby Road 18	Regional Road 20	Young Street	50 km/h
South Grimsby Road 18	Regional Road 20	Twenty Road	50 km/h
Grassie Road	CP Rail Tracks	Regional Road 73	60 km/h
South Grimsby Road 6	200 metres south of Highway 20	Regional Road 14	70 km/h
Abingdon Road	Regional Road 65	400 metres south of Regional Road 65	60 km/h
Spring Creek Road	Industrial Park Road	406 metres east of Industrial Park Road	50 km/h
Spring Creek Road	406 metres east of Industrial Park Road	1844 metres east of Industrial Park Road	60 km/h
Silverdale Road	680 metres south of the CPR Railway Crossing	100 metres north of the CPR Railway Crossing	70 km/h
Abingdon Road	Concession 5 Road	Penny Lane	60 km/h
Abingdon Road	Penny Lane	Regional Road 65	60 km/h
Sixteen Road	500 metres East of Silverdale Road	500 metres West of Silverdale Road	60 km/h
Silverdale Road	500 metres North of Sixteen Road	500 metres South of Sixteen Road	60 km/h
South Grimsby Road 6	Highway 20	200 metres south of Highway 20	50 km/h
Caistor Centre Road	Regional Road 65	Concession 5 Road	60 km/h

**PUBLIC WORKS & RECREATION DEPARTMENT
MEMORANDUM**

To: Mayor Ganann & Members of Council

From: Tray Benish, Manager of Operations
Mike DiPaola, P.Eng., Director of Public Works & Recreation

Date: March 19th, 2024

Re: **ITEM PW 09-24** Recommendation Report PW-09-2024 - Speed Reduction and School Zone Implementation on Caistor Centre Road between Concession Road 5 and Regional Road 65 (Silver Street)

The purpose of this memo is to provide a correction to the above mentioned staff report (PW-09-2024) in regards to Recommendation number 2.

At the time of writing the above mentioned report, staff thought that the recommended 50 km/hr school zone ended up where the existing 60 km/hr zone began (north limit). Therefore, recommendation number 2 was included to extend the north limit of the existing 60 km/hr zone in order to introduce a speed limit reduction buffer zone for motorists travelling southbound on Caistor Centre Road, in order to gradually reduce vehicle speeds from 80 km/hr to 60 km/hr before reaching the recommended 50 km/hr school zone.

After review of the current By-Law 89-2000 Schedule "W", and a double check of the existing limits of the current 60 km/hr speed limit zone, it was determined that the existing 60 km/hr zone begins at Regional Road 65 and ends 850m north of Regional Road 65 (Silver Street / Bismark Road); Placing the recommended 50 km/hr school zone (Recommendation 3), within the existing 60 km/hr zone. This would provide a 100m buffer to the north of the recommended 50 km/hr school zone, and staff feel that this buffer will give motorists travelling southbound adequate time to reduce their speed from 80

km/hr to 60 km/hr before entering into the recommended 50 km/hr school zone. The attached appendix and map illustrates the current 60 km/hr zone and the recommended school zone locations.

Therefore, staff are recommending the removal of Recommendation 2, which states:

2. That, Schedule “W” of By-Law 89-2000, be amended to reduce the speed limit from 80 km/hr to 60 km/hr on Caistor Centre Road, from Concession Road 5 to Regional Road 65 (Silver Street);

In addition, **Schedule A – By-Law 89 Amendment** can also be removed from the above mentioned report, since Recommendation 2 is being removed.

Therefore, the purpose of this memo is to revise the recommendations for Report PW-09-2024 as follows:

1. That, Recommendation report PW-09-2024, regarding “Speed Reduction and School Zone Implementation on Caistor Centre Road between Concession Road 5 and Regional Road 65 (Silver Street)”, dated March 19th 2024 be received, and
2. That, a By-Law for the school zone of 50 km/hr, 150 metres on either side of Caistor Public School’s property limits (1794 Caistor Centre Road) be passed.

This memo was reviewed by the Interim CAO/Treasurer and Clerk’s Office. Staff recommends implementing the school zone and approving the necessary by-laws.

Prepared & Submitted by:



Tray Benish, ORO
Manager of Operations



Mike DiPaola, P.Eng.
Director, Public Works and Recreation

Approved by:



Donna DeFilippis
Interim CAO / Treasurer

APPENDIX

