

## TOWNSHIP OF WEST LINCOLN ADMINISTRATION/FINANCE/FIRE COMMITTEE AGENDA

### MEETING NO. FIVE

Monday, June 17, 2024, 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.

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Pages

#### 1. CHAIR - Councillor Jason Trombetta

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

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 [jpaylove@westlincoln.ca](mailto:jpaylove@westlincoln.ca) before 4:30 p.m. on the day of the meeting for consideration by the Committee. Comments received after 4:30 p.m. on the day of the Committee meeting will be considered at the following Council meeting. Comments submitted are included in the record.
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 Administration/Finance/Fire 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 A23-24**

**CONSENT AGENDA ITEMS**

**RECOMMENDATION:**

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

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

with the exception of Item(s)\_\_\_\_\_.

- |    |  |   |
|----|--|---|
| 1. | Mayor's Youth Advisory Committee (MYAC) - Minutes of May 1, 2024       | 5 |
| 2. | West Lincoln Age Friendly Advisory Committee - Minutes of May 10, 2024 | 7 |

**8. COMMUNICATIONS**

**8.1 ITEM A24-24**

Kathy Wetselaar, West Lincoln Heritage Committee  
Re: Resignation from the West Lincoln Heritage Committee

**RECOMMENDATION:**

1. That the notice of resignation received on May 31, 2024 from Kathy Wetselaar, Member of the West Lincoln Heritage Committee, be received with regrets; and

2. That, By-Law 2023-03 being a By-Law for various appointments to boards, committees and municipal positions, be amended to remove Kathy Wetselaar from Schedule "B".

**8.2 ITEM A25-24**

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Martina Jol, West Lincoln Heritage Committee

Re: Resignation from the West Lincoln Heritage Committee

**RECOMMENDATION:**

1. That the notice of resignation received on June 12, 2024 from Martina Jol, Member of the West Lincoln Heritage Committee, be received with regrets; and
2. That, By-Law 2023-03 being a By-Law for various appointments to boards, committees and municipal positions, be amended to remove Martina Jol from Schedule "B".

**9. STAFF REPORTS**

**9.1 ITEM A26-24**

11

Interim Chief Administrative Officer and Treasurer (Donna DeFilippis)

Re: Recommendation Report T-11-2024 - West Lincoln Memorial Hospital Debenture Issue

**RECOMMENDATION:**

1. That Recommendation Report T-11-2024, titled "West Lincoln Memorial Hospital Debenture Issue", dated June 17, 2024 be received; and,
2. That the Township of West Lincoln hereby approves the grant funding to the Hamilton Health Sciences Corporation up to the amount of \$4,524,850 towards the construction of the West Lincoln Memorial Hospital as it considers the local hospital project to be in the interest of the Township; and,
3. That Council acknowledge Section 106 of the *Municipal Act, 2001*, which prohibits financial assistance to commercial enterprises and confirms that the grant funds will be used only for the non-commercial capital components of the local hospital project; and,
4. That Council approve the issue of debentures of the Regional Municipality of Niagara of \$2,670,950 for a term not to exceed 20 years, in order to provide a portion of the required grant funding; and
5. That Council confirms that the Treasurer has updated the calculation of the Township's Annual Repayment Limit, which is within the provincial limit.

**9.2 ITEM A27-24**

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Interim Chief Administrative Officer and Treasurer (Donna DeFilippis)

Re: Recommendation Report T-13-2024 - Development Charges Update - By-Law Expiry Date

**RECOMMENDATION:**

1. That Recommendation Report T-13-2024, titled “Development Charges Update - By-Law Expiry Date”, dated June 17 2024, be received; and
2. That By-Law 2024-42 be approved at the June 24, 2024 Council meeting, which removes the expiry date from the current Development Charge By-Law.

**9.3 ITEM A28-24**

Fire Chief (Dennis Fisher)

Re: WLFD-08-2024 - Monthly Update - May 2024

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**RECOMMENDATION:**

That Information Report WLFD-08-2024, titled “Monthly Update – May 2024”, dated June 17 2024, be received for information.

**10. OTHER BUSINESS**

**10.1 ITEM A29-24**

Interim Chief Administrative Officer (Donna DeFilippis)

Re: Staff Accomplishments

1. Jeni Fisher - Mental Health First Aid Standard (Mental Health Commission of Canada)
2. Sarah Petrina - Municipal Tax Administration - Unit 1 (Seneca College)
3. Katelyn Repovs - NextGen Municipal Leadership Certificate (Brock University) and Rural Municipal Drainage Course & Calculating Drainage Act Assessments Course (University of Guelph)

**10.2 ITEM A30-24**

Members of Committee

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

**10.3 ITEM A31-24**

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.

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

**MEETING NO. FOUR: Wednesday, May 1, 2024 – 3:30 p.m. Council Chambers**

Mayor Ganann  
Syd Kivell  
Joshua Harkin  
Tamas Hunter  
Joshua Reilly  
Seth Chechalk  
Giselle Karaban  
Carson McFarlane

Staff: Jacquie Thrower, Executive Assistant

1. Welcome and Introduction of members/guests

Chair Giselle Karaban welcomed the Committee Members to the meeting.

2. Business Arising from Minutes:

i) Goals for new membership (suggestions, ideas for discussion)

The minutes of April 3, 2024 were ratified by the Committee.

Mayor Ganann stated the committee did a great job cleaning up. Mayor Ganann advised that Giselle and her friend did a clean up on Friday since they could not attend the scheduled clean up day on Saturday, April 20, 2024. On Saturday Josh Harkin and his dad and sister helped the Committee clean up and Joshua Reilly's mom assisted with the clean up activity. Mayor Ganann treated the Committee to lunch from Dog Got It as a thank you to the Committee with assisting with the clean up in recognition of Earth Day (April 22).

Mayor Ganann encouraged committee members to invite their friend out to a meeting, even if they are in grade 6 they will be going into grade 7 in September.

Mayor Ganann advised that she had mentioned the suggestion from Josh H about allowing pickle ball and ball hockey to be played once the ice is removed from the floor.

3. Education Presentation – Guest: Seth Chechalk

Seth reviewed his power point presentation on his recent trip to California and responded to questions from the committee.

There was discussion regarding summer meetings and it was the consensus of the Committee that we meet July 3 and Aug 7 at 10:00 a.m.

4. Future topics of interest to MYAC – for discussion

There was general discussion regarding the Christmas card contest, Giselle suggested submissions be given to the principal or staff person. The Committee will work on a letter inviting students to submit their drawings. There was a suggestion that we offer \$15.00 Tim Horton's gift card as a prize.

There was discussion regarding summer meetings and it was the consensus of the Committee that we meet July 3 and Aug 7 at 10:00 a.m.

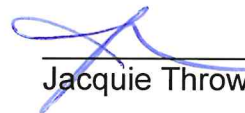
5. Local Gov't Recap Activity

This activity was not completed therefore it will be discussed at future meetings when time permits.

7. Adjournment

The meeting adjourned at 4:30 p.m.

  
\_\_\_\_\_  
Mayor Cheryl Ganann

  
\_\_\_\_\_  
Jacquie Thrower, Executive Assistant

**TOWNSHIP OF WEST LINCOLN  
WEST LINCOLN AGE FRIENDLY ADVISORY COMMITTEE (WLAFAC)**

**MEETING NO. FIVE HELD: Friday, May 10, 2024, Township Administration Building, 318 Canborough Street, and Smithville – 9:00 a.m. Council Chambers**

**PRESENT:**

**Chair:** Kitty McGrail

**Members:** Mayor Cheryl Ganann  
Linda Sivyer  
Stuart Lord  
Deb Thomas  
Toni Mills  
Sue Langdon  
Tina Jol  
John Ganann

**Regrets:** Karen Parker

**Staff:** Jacquie Thrower, Executive Assistant

1. Welcome and Introduction of members/guests

Chair McGrail welcomed the members of the Committee to the meeting.

2. Ratification of Minutes from last meeting – April 12

The minutes of Friday, April 12<sup>th</sup>, 2024 were ratified by the Committee.

3. Business Arising from Minutes – Collecting Info/resources and contact info for June 14, 2024 Forum – Business Cards etc.

The Senior's Forum 2024 chart was reviewed and Deb Thomas will update the missing information where applicable. Any Committee Members that have additional information or corrections should send them directly to Deb so she can finalize the chart. Jacquie will review her list to ensure she has received confirmation from her email advising the attendees to confirm their table at the event.

Linda advised that the Choir is not able to attend the forum and Jacquie advised that the Smithville Christian High School is unable to sing at the event due to their attendance at Canada's Wonderland that day. Mayor Ganann advised that she has secured Stephanie DeShane to sing at the forum.

4. Job Assignments (day before and day of)

Mayor Ganann reviewed the attached job list and Committee Members committed to the task that were listed on the form.

The next meeting is scheduled for Friday, June 7, 2024 at 9:00 a.m. in order to finalize details for the Seniors Forum.

5. Age Friendly Flag Raising – June 10 at 10:30 a.m.

Mayor Ganann advised that the Age Friendly Flag Raising event has been confirmed for Friday June 10, 2024 at the West Lincoln Community Centre.


6. Roundtable Discussion

There was no roundtable discussion.

7. Adjournment

The meeting adjourned at 10:30 a.m.

  
\_\_\_\_\_  
Chair Kitty McGrail or Mayor Ganann

  
\_\_\_\_\_  
Jacquie Thrower, Executive Assistant



It is with regret that I must give notice to resign from the Heritage Committee due to health issues.

I have enjoyed the time I have spent meeting others and learning about our town's history and development and will miss the experiences I have had the pleasure of being a part of.

I wish you continued success.

Sincerely,



Kathy Wetselaar

## Noah Nickel

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**From:** noreply@westlincoln.ca on behalf of Martina Jol [REDACTED]  
**Sent:** June 12, 2024 12:03 PM  
**To:** clerk  
**Subject:** Resignation

Township of West Lincoln  
318 Canborough St.  
Box 400  
Smithville, ON L0R 2A0

Attention Town Clerk

Dear Council and Heritage Committee Members:

I feel that I cannot serve the Heritage Committee as well as it deserves. I sit on several other Boards and Committees here in West Lincoln and in Hamilton Health Sciences. Also, I frequently enjoy extensive travel abroad.

Therefore, I feel I must offer my resignation from the Heritage Committee.

Thank you for having allowed me to work with the Rob, Wendy, Kathy, Stephanie, Darren and Shelley.

Sincerely,

Martina Jol

[REDACTED]

[REDACTED]

**DATE:** June 17, 2024  
**REPORT NO:** T-11-2024  
**SUBJECT:** **West Lincoln Memorial Hospital Debenture Issue**  
**CONTACT:** Donna DeFilippis, Interim CAO and Treasurer

**OVERVIEW:**

- As part of the Township’s 2024 Operating and Capital Budget Final Report T-05-2024 Council approved a debenture issue of \$3,000,000 to provide a portion of the Township’s Contribution towards the West Lincoln Memorial Hospital Rebuild
- The total amount of the Township grant is estimated at \$4,524,850 which staff can confirm will be funded through reserves of \$1,853,900 and a debenture issuance of \$2,670,950 through the Regional Municipality of Niagara
- This report reconfirms the Township’s commitment and provides the necessary resolutions that are required as part of the debenture process

**RECOMMENDATION:**

1. That, Recommendation Report T-11-2024 titled “West Lincoln Memorial Hospital Debenture Issue” dated June 17, 2024 be received; and,
2. That, the Township of West Lincoln hereby approves the grant funding to the Hamilton Health Sciences Corporation up to the amount of \$4,524,850 towards the construction of the West Lincoln Memorial Hospital as it considers the local hospital project to be in the interests of the Municipality; and,
3. That, Council acknowledge Section 106 of the Municipal Act, 2001, which prohibits financial assistance to commercial enterprises and confirms that the grant funds will be used only for the non-commercial capital components of the local hospital project; and,
4. That, Council approve the issue of debentures of The Regional Municipality of Niagara of \$2,670,950 for a term not to exceed 20 years, in order to provide a portion of the required grant funding; and,
5. That, Council confirms that the Treasurer has updated the calculation of the Township’s Annual Repayment Limit, which is within the provincial limit.

**ALIGNMENT TO STRATEGIC PLAN:**

**Theme #1**

- **Build a Safe, Connected, Caring and Active Community**

Respecting Our Roots, Realizing Our Future

**BACKGROUND:**

As part of the Township’s 2024 Operating and Capital Budget Final Report T-05-2024, Council approved the following resolution:

*“7. That, Council approve debenture financing of \$3,000,000 in 2024 in order to partially finance the Township’s Contribution towards the West Lincoln Memorial Hospital Rebuild;”*

This report presents to Council an updated Financing plan that will meet the requirements of the Township’s grant commitment of \$4,524,850 towards the Hospital rebuild. The total local share towards the West Lincoln Memorial Hospital rebuild is \$50 million, broken down as follows:

Township of West Lincoln	\$ 4,524,850
Region of Niagara	\$10,500,000
Town of Grimsby	\$ 9,300,926
Town of Lincoln	\$ 8,000,000
West Lincoln Memorial Hospital Foundation	<u>\$17,674,224</u>
Total Local Share	\$50,000,000

The Ministry of Health covers 90% of the hospital construction costs. The local share covers the remaining 10% of construction costs and 100% of the furniture, fixtures and equipment required for the new facility.

In addition, the letter attached as **Appendix A** to this report is confirmation from Hamilton Health Sciences that the Township’s grant will be directed toward construction of the non-commercial component of the West Lincoln Memorial Hospital. This verification from Hamilton Health Sciences ensures that the Township is in compliance with Section 106 of the Municipal Act that does not allow a municipality to grant assistance to any manufacturing, industrial or commercial enterprise.

**CURRENT SITUATION:**

The Treasury Department has completed a final review of the reserves and tax levy collected to date for this project and have updated the debenture requirement to \$2,670,950. The remaining amount of the grant to the hospital will be funded through the Township’s Hospital Reserve, which will have a balance of \$1,853,900 by the end of 2024.

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 Township revenue. The Township’s Capital Financing and Debt Management Policy outlines 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). This is lower than the provincial threshold of 25%.

The chart below outlines the 2024 opening balance of outstanding debentures, the payments required in 2024 and the projected closing balance of debentures. For the two proposed debentures approved as part of the 2024 budget, the interest rate is just an estimate and will not be known until the debentures are issued later in 2024 and 2025.

Description		Principal and		Closing Balance 2024	Original Principal	Interest Rate	Term (years)	Maturity Date
		Opening Balance 2024	Interest Payments					
Bridge 12	Existing	\$ 130,260	\$ 32,846	\$ 101,313	\$ 289,466	3.16%	10	02/15/2028
Rec Center, Draw #1	Existing	\$ 12,250,000	\$ 929,209	\$ 11,750,000	\$ 15,000,000	3.53%	30	02/15/2048
Rec Center, Draw #2	Existing	\$ 3,466,667	\$ 229,730	\$ 3,333,333	\$ 4,000,000	2.80%	30	12/19/2049
2021 Road Rehab & Hard Topping	Existing	\$ 780,000	\$ 80,175	\$ 720,000	\$ 900,000	2.63%	15	12/22/2036
Vaughan Road	Existing	\$ 1,080,000	\$ 107,685	\$ 1,026,000	\$ 1,080,000	5.02%	20	10/03/2043
Fire Station 2	Existing	\$ 1,592,600	\$ 158,795	\$ 1,512,970	\$ 1,592,600	5.02%	20	10/03/2043
Hospital Rebuild	2024 Issue			\$ 2,670,950	\$ 2,670,950	4.50%	20	
Highway 20 & Wade Road - Watermain	2025 Issue			\$ -	\$ -	4.50%	30	
		<u>\$ 19,299,526</u>	<u>\$ 1,538,440</u>	<u>\$ 21,114,566</u>	<u>\$ 25,533,016</u>			

As noted above, the revised debenture for the West Lincoln Hospital is \$2,670,950, which will result in an updated ARL of 9.1%, which is below the provincial threshold and below the Township’s recommended threshold of 10%.

The Township is in receipt of the 2024 Annual Repayment Limit report from the Ministry of Municipal Affairs and Housing that outlines an annual debenture repayment limit of \$2,835,490. Staff is estimating that the additional debt charges resulting from the issuance of the new debt will be \$252,238 annually, well within the limit outlined by the province.

**FINANCIAL IMPLICATIONS:**

The estimated total grant that the Township will be issuing towards the rebuild of the West Lincoln Memorial Hospital is \$4,524,850. Staff have estimated that at the end of 2024, the West Lincoln Memorial Hospital reserve balance will be \$1,853,900. This will require the Township to issue a debenture of \$2,670,950 to make up the difference. The Township established a special levy in 2021 designed to provide the required funding to pay off the debenture. The chart below outlines the special levy collected to date and an estimate of the 2025 required levy. The 2025 levy will be adjusted based on what the actual repayment amounts for the debenture are.

WLMH Levy Requirement		
Year	Total Levy	Levy Change
2021	\$ 75,300	\$ 75,300
2022	\$ 125,800	\$ 50,500
2023	\$ 176,300	\$ 50,500
2024	\$ 226,500	\$ 50,200
2025	\$ 252,000	\$ 25,500

**INTER-DEPARTMENTAL COMMENTS:**

This report has been reviewed by the Clerk's Department. In addition, both the Interim CAO and the Acting Director of Finance have been working in conjunction with staff from the Niagara Region to ensure all requirements related to the debenture issue are being met.

**CONCLUSION:**

The approval of this report is a critical step in ensuring that the Township can proceed with the issue of a debenture of The Regional Municipality of Niagara in the amount of \$2,670,950. The debenture, along with the balance in the Hospital reserve totalling \$1,853,900, will meet the total grant requirement of \$4,524,850.

**Prepared, Submitted and Approved by:**



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**Donna DeFilippis, Interim CAO and Treasurer**

**Mike Kirkopoulos**

Chief Administrative Officer

Town of Lincoln

4800 S Service Rd.

Beamsville, ON

L3J 1L3

[mkirkopoulos@lincoln.ca](mailto:mkirkopoulos@lincoln.ca)

December 12, 2023

Mike,

In response to your inquiry, Hamilton Health Sciences can confirm that the grants provided by the Town of Lincoln, Town of Grimsby, Township of West Lincoln and the Region of Niagara through the local share of financing campaign will be directed toward constructing non-commercial components in the new West Lincoln Memorial Hospital. Construction of retail operations will be funded by community donations provided by the hospital's Foundation and Auxiliary.

Also, aligned to sector standards, the new hospital will have an expected useful lifetime of 40 years.

The hospital is pleased to provide any further assistance or information you may require.

Sincerely,



Kelly Campbell

Vice-President, Corporate Services and Capital Development  
Hamilton Health Sciences

**DATE:** June 17, 2024  
**REPORT NO:** T-13-2024  
**SUBJECT:** **Development Charges Update - By-Law Expiry Date**  
**CONTACT:** Donna DeFilippis, Interim CAO and Treasurer

**OVERVIEW:**

- The Township’s current Development Charge (D.C.) By-law 2019-51 (as amended) is scheduled to expire on July 15, 2024.
- The Township has retained Watson & Associates Economists Ltd to undertake a D.C. background study and prepare a new D.C. By-law in advance of the expiry date noted above.
- Bill 185, which received Royal Assent on June 6, 2024 now allows for the inclusion of studies as an eligible capital cost.
- In order to provide staff with sufficient time to review and determine what studies are appropriate for inclusion in the background study, staff are requesting that the expiry date on the current D.C. By-law be removed.
- It is the intention of staff to provide Council with a new D.C. By-law at the August 12, 2024 Council meeting (which includes all committees).
- Bill 185 has also removed the mandatory phase-in of D.C. rates. The Township has updated its rates accordingly.

**RECOMMENDATION:**

1. That, Recommendation Report T-13-2024 titled “Development Charges Update - By-Law Expiry Date” dated June 17, 2024, be received; and,
2. That, By-law 2024-42 be approved at the June 24, 2024 Council meeting, which removes the expiry date from the current Development Charge By-law.

**ALIGNMENT TO STRATEGIC PLAN:**

**Theme #2, 4**

- **Champion Strategic and Responsible Growth**
- **Advance Organizational Capacity and Effectiveness**



**BACKGROUND:**

On July 15, 2019, the Township of West Lincoln's Development Charge (D.C.) By-law 2019-51 came into force under the *Development Charges Act*. This By-law was amended via By-law 2022-77. The Township has retained Watson & Associates Economists Ltd. (Watson) to undertake a D.C. background study and prepare a new D.C. By-law in advance of the expiry date of the current By-law (July 15, 2024).

On April 10, 2024, the Province proposed changes to the *Development Charges Act* (D.C.A) under Bill 185: *Cutting Red Tape to Build More Homes Act*. A summary of the changes provided from Bill 185 are outlined below:

- Changes to the definition of eligible capital costs (to include certain studies);
- Removal of the mandatory phase-in of charges;
- Establishing a process for minor amendments to D.C. By-laws (further discussed below);
- A reduction of time for the D.C. rate freeze related to site plan and zoning by-law amendment planning applications; and
- Modernizing public notice requirements.

Section 19 of the D.C.A requires that a municipality must follow sections 10 through 18 of the Act (with necessary modifications) when amending a D.C. By-law. These sections generally require the following:

- Completion of a D.C. background study, including the requirement to post the background study 60 days prior to passage of the D.C. By-law;
- Passage of a D.C. By-law within one year of the completion of the D.C. background study;
- A public meeting, including notice requirements; and
- The ability to appeal the By-law to the OLT.

Bill 185 proposes to allow municipalities to undertake minor amendments to D.C. by-laws for the following purposes without adherence to the requirements noted above:

1. To repeal a provision of the D.C. By-law specifying the date the By-law expires or to amend the provision to extend the expiry date (subject to the 10-year By-law term limitations provided in the D.C.A.);
2. To impose D.C.s to include the costs of studies, including the D.C. background study; and
3. To remove the provisions related to the mandatory phase-in of D.C.s.

Minor amendments related to items 2 and 3 noted above may be undertaken only if the D.C. By-law being amended was passed after November 28, 2022, and before Bill 185 takes effect. Moreover, the amending By-law must be passed within six months of Bill 185 taking effect.

Notice of By-law passage requirements for these minor amending By-laws are similar to the notice requirements in the D.C.A., with the exception of the requirement to

identify the last day for appealing the By-law (as these provisions do not apply).

**CURRENT SITUATION:**

Bill 185 received Royal Assent on June 6, 2024. As such, these proposed changes are now in force and the Township may undertake minor amendments to the D.C. By-law as provided above.

The Township recently released the D.C. background study and draft By-law on May 13, 2024, in advance of the July 15, 2024 expiry date. Our current Development Charge By-law was not passed between November 28, 2022 and June 6, 2024, which means we are not eligible for the streamlined process for D.C. amendments. In order to update the analysis to incorporate the legislative changes under Bill 185, it is recommended that the Township undertake a minor amendment to the D.C. By-law to repeal the expiry date. This will provide the Township with additional time to undertake the appropriate revisions to the D.C. background study and draft D.C. By-law, while maintaining the ability to collect D.C.s under the current By-law. An amending By-law is attached as **Appendix A**, to this report for Council’s consideration. Staff are anticipating that the new D.C. By-law would be passed at the August 12, 2024 Council Meeting.

Under Bill 185, the mandatory phase-in that applied to all By-laws passed after January 1, 2022 has been removed. This will generally apply to municipalities as follows:

- For By-laws passed between January 1, 2022 and November 27, 2022, the phase-in of the charges can be removed with immediate effect.
- For By-laws passed between November 28, 2022 and June 6, 2024 that did not specifically reference the mandatory phase-in within the By-law, the phase-in of the charges can be removed with immediate effect.
- For By-laws passed between November 28, 2022 and June 6, 2024 that did include provisions for the mandatory phase-in of the charge, this policy can be removed through the streamlined amendment process within six months of Bill 185 receiving Royal Assent (i.e., by December 6, 2024).

The Township amended our D.C. By-law effective September 27, 2022. This means that the removal of the mandatory phase-in is effective immediately. Staff have removed the phase-in from its rates and have posted the new rates on the Township website.

**FINANCIAL IMPLICATIONS:**

Bill 185, which received Royal Assent on June 6, 2024, allows the Township to include the costs of studies in the D.C. Background Study. It is in the best interest of the Township to ensure that the growth related portion of study costs be included in the D.C. Background Study. The resulting D.C. calculated will provide another appropriate funding stream for studies, other than the tax levy.

**INTER-DEPARTMENTAL COMMENTS:**

This report was discussed with the Senior Management Team of the Township.

**CONCLUSION:**

Staff is recommending that Council approve the removal of an expiry date from the Township's D.C. By-law, which will allow staff additional time to account for the recent announcement that studies are now an eligible capital cost.

**Prepared & Submitted by:**

*Donna DeFilippis*

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**Donna DeFilippis, CPA, CA  
Interim CAO and Treasurer**

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

**BY-LAW NO. 2024-42**

**A BY-LAW TO AMEND BY-LAW 2019-83 RESPECTING DEVELOPMENT CHARGES FOR THE TOWNSHIP OF WEST LINCOLN, AS AMENDED.**

**WHEREAS** the Township of West Lincoln (the “Township”) enacted By-law 2019-51 pursuant to the *Development Charges Act, 1997*, S.O. 1997, c. 27, as amended (the “Act”), which Act authorizes Council to pass By-laws for the imposition of development charges against land;

**AND WHEREAS** the Township has enacted amending By-law 2022-77 pursuant to the Act;

**AND WHEREAS** subsection 2(1) of the Development Charges Act, 1997 (the “Act”), S.O. 1997, c.27, as amended, provides that the council of a municipality may by by-law impose development charges against land to pay for increased capital costs required because of increased needs for services arising from development of the area to which the By-law applies; and

**AND WHEREAS** Section 19 of the Act provides for amendments to be made to development charges by-laws; and

**AND WHEREAS** subsection 19(1.3) of the Act permits a municipality to amend a development charges by-law, subject to conditions being met, that do not require the process for by-law amendments under subsection 19(1) of the Act to be followed; and

**AND WHEREAS** on June 17, 2024, Council approved Report T-13-2024 thereby indicating that it intends to repeal the expiry date of the by-law pursuant to subsection 19(1.1) of the Act.

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

1. By-law 2019-51 as amended by By-law 2022-77 is hereby amended as follows:
  - a. Section 15 is repealed.
2. Except as amended by this By-law, all provisions of By-law 2019-51, as amended, are and shall remain in full force and effect.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED  
THIS 24<sup>th</sup> DAY OF JUNE, 2024.**

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**MAYOR CHERYL GANANN**

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**JUSTIN PAYLOVE, CLERK**

**DATE:** June 17, 2024  
**REPORT NO:** WLFD-08-2024  
**SUBJECT:** **Monthly Update – May 2024**  
**CONTACT:** Dennis Fisher, Fire Chief

**OVERVIEW:**

- This report will address May 2024 fire responses and activities.

**RECOMMENDATION:**

That, Information Report WLFD-08-2024 titled “Monthly Update – May 2024”, dated June 17, 2024, be received for information.

**ALIGNMENT TO STRATEGIC PLAN:**

**Theme # #1 and #4**

- **Build** – a safe, connected, caring and active community
- **Advance** – organizational capacity and effectiveness

**CURRENT SITUATION:**

**Emergency Response Calls:**

See Attached Schedule “A”.

**New Recruits:** No new recruits have been added to the Department complement.

**Promotions:** No promotions

**Station 2 Progress:**

Final cleaning done on Wed June 12<sup>th</sup>

At this point in time, all final commissioning reports have been approved and the final engineer walk through and approvals will be completed. Niacon has been working to complete outstanding issues to obtain final occupancy. The Chief Building Official will be conducting a final occupancy walk through before issuing the final occupancy permit. This

is to take place on Thursday June 13<sup>th</sup>.

In conjunction with Public Works Manager of Operations staff were able to be included in the Hot Mix Spot Repair Program Tender for the paving the final coat of asphalt at Station # 2. This was a provisional price in the tender document at a cost of \$30,450.

**Training:**

- Porta pumps
- Hydrants
- Decon
- Driver Training program ongoing
- Drafting
- Defib Review

**Fire Prevention:**

- Door to door - Smoke Alarm Program

**Apparatus Fleet:** Nothing to report

**Fire Department Activities:**

- Annual Hose Testing has been completed
- Fire prevention will be attending the West Lincoln Library Father's Day BBQ on June 15<sup>th</sup>

**Prepared & Submitted by:**



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**Dennis Fisher**  
**Fire Chief/CEMC**

**Approved by:**



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**Donna DeFilippis**  
**Interim CAO/Treasurer**

Jurisdiction

WEST LINCOLN ^

# 2024 MONTHLY DISPATCHES BY DETERMINANT

Determinant Group	January	February	March	April	May	June	July	August	September	October	November	December	Total
⊕ Burning Complaint	1			2	1								4
⊕ Carbon Monoxide	1		2	1									4
⊕ Emergency Assistance	3		1		2								6
⊕ Grass/Tree/Brush Fire			2	2	1								5
⊕ Hazmat			1										1
⊕ Medical	6	5	8	3	7								29
⊕ MVCs	9	3	12	4	9								37
⊕ Non-Emergency Assistance		1		1	2								4
⊕ Non-Emergency Medical													
⊕ Other Fire			1		1								2
⊕ Preliminary Assignment	1												1
⊕ Remote Alarm	4	1	2	2	3								12
⊕ Rescue													
⊕ Structure Fire	1			1	1								3
⊕ Unknown 911													
⊕ Vehicle Fire			1										1
⊕ Water Rescue													
<b>Total Responses within Municipality</b>	<b>26</b>	<b>10</b>	<b>30</b>	<b>16</b>	<b>27</b>								<b>109</b>

**WEST LINCOLN**

6  
Year-to-Date Responses Out of Area

**109**

Total Events This Year