



**TOWNSHIP OF WEST LINCOLN
OPERATIONS COMMITTEE
AGENDA**

MEETING NO. TWO

Monday, April 14, 2025, 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 William Reilly

Prior to commencing with the Operations Committee meeting agenda, Chair Reilly noted 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 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, the Haudenosaunee, and the Anishinaabe, including the Mississaugas of the Credit First Nation. There are many First Nations, Métis, and Inuit from across Turtle Island that live and work in Niagara today. The Township of West Lincoln, as part of the Regional Municipality of Niagara,

stands with all Indigenous people, past and present, in promoting the wise stewardship of the lands on which we live.

3. CHANGE IN ORDER OF ITEMS ON AGENDA

There are no requests to change the order of the items on the 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 Operations Committee agenda.

7. CONSENT AGENDA ITEMS

7.1 ITEM OC07-25

There are no consent agenda items

8. COMMUNICATIONS

There are no communications.

9. STAFF REPORTS

9.1 ITEM OC08-25

Manager, Operations (Tray Benish) and Director, Infrastructure (Mike DiPaola)

Re: Recommendation Report O-10-2025 - 2025-2026 Hot Mix Spot Repair Program Tender Authorization

RECOMMENDATION:

1. That, Recommendation Report O-10-2025, titled “2025-2026 Hot Mix Spot Repair Program Tender Authorization”, dated April 14th, 2025, be received; and,
2. That, the tender submission be awarded to Kon-Strutt Construction for the paving of road spot repairs, in the amount of \$393,000.00 (excluding HST) for a two-year term; and,
3. That, Council approve total program expenditures in the amount of \$420,000.00, or \$210,000.00 per year; and,
4. That, a By-Law be passed to authorize the Mayor and Clerk to enter into an agreement with Kon-Strutt Construction.

9.2 ITEM OC09-25

5

9

Manager, Operations (Tray Benish) and Director, Infrastructure (Mike DiPaola)

Re: Recommendation Report O-08-2025 - Canada Fleabane Update and Draft By-Law

RECOMMENDATION:

1. That, Recommendation Report O-08-2025, titled “Canada Fleabane Update and Draft By-Law”, dated April 14th, 2025 be received; and,
2. That, a Draft By-Law such as the one attached to this report be approved by Council and sent to Ontario Ministry of Agriculture, Food and Agribusiness (OMAFRA) for approval to designate Canada Fleabane as a local noxious weed in West Lincoln.

9.3 ITEM OC10-25

27

Manager, Capital Design and Delivery (Ray Vachon) and Director, Infrastructure (Mike DiPaola)

Re: Recommendation Report O-06-2025 - Silverdale Road Rehabilitation Project Tender Award (OPR 2025-01) - Budget Amendment BA2025-03

RECOMMENDATION:

1. That Recommendation Report O-06-2025, titled “Silverdale Road Rehabilitation Project Tender Award (OPR 2025-01) – Budget Amendment BA2025-03”, dated April 14, 2025, be received; and, T
2. That the tender submission be awarded to GIP Paving Inc. for the Silverdale Road rehabilitation work, in the amount of \$869,400.00 (excluding HST); and,
3. That the total project expenditure of \$975,000.00 be approved for this project; and,
4. That budget amendment BA2025-03 reflecting a project budget reduction of \$225,000.00, with reduced funding from the Capital Reserve, be approved; and,
5. That a by-law to authorize the Mayor and Clerk to enter into an agreement with GIP Paving Inc. be passed.

9.4 ITEM OC11-25

33

Manager, Operations (Tray Benish) and Director, Operations (Mike DiPaola)

Re: Recommendation Report O-11-2025 - Two Tandem Axle Dump Trucks with Plowing Equipment – Purchase Authorization and Amendment to Budget

RECOMMENDATION:

1. That, Recommendation Report O-11-2025, titled “Two Tandem Axle Dump Trucks with Plowing Equipment – Purchase Authorization and Amendment to Budget”, dated April 14th, 2025 be received; and,
2. That, Council accept the quote provided by Everest Equipment Co. for the supply and delivery of two tandem axle dump trucks with plowing equipment in the amount of \$847,600.00 (Excluding HST); and,
3. That, Council approve a budget amendment (BA2025-04) in the amount of \$65,000.00, funded through a transfer from the Equipment Reserve, in order to cover the total expenditure for both trucks totalling \$865,000.00; and,
4. That, Administration be authorized to proceed with the purchase through Everest Equipment Co.

10. OTHER BUSINESS

10.1 ITEM OC12-25

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]

DATE: April 14, 2025

REPORT NO: O-10-2025

SUBJECT: **2025-2026 Hot Mix Spot Repair Program Tender Authorization**

CONTACT: Tray Benish, CRS-S, Manager, Operations
Mike DiPaola, P.Eng., Director, Infrastructure

OVERVIEW:

- As part of the Township's annual road maintenance, Administration developed and circulated a tender for the placement of hot mix asphalt for road spot repairs at various locations throughout the Township, including provisional items for winter paving.
- The term of contract will be two (2) years, beginning May 1st, 2025 and ending April 30th, 2027.
- A tender document was circulated for the proposed works, which closed on March 21st, 2025.
- A low bid submission in the amount of \$393,000.00 (plus HST), for a two-year term (\$196,500.00 per year), was received by Kon-Strutt Construction resulting in a total estimated expenditure of \$420,000.00, or \$210,000 per year.
- The Township has received favorable references for Kon-Strutt Construction and they have successfully completed similar work for other municipalities throughout Southern Ontario.
- Administration recommends acceptance of the tender submitted by Kon-Strutt Construction for a two-year term.

RECOMMENDATION:

1. That, Recommendation Report O-10-2025, titled "2025-2026 Hot Mix Spot Repair Program Tender Authorization", dated April 14th, 2025, be received; and,
2. That, the tender submission be awarded to Kon-Strutt Construction for the paving of road spot repairs, in the amount of \$393,000.00 (excluding HST) for a two-year term; and,
3. That, Council approve total program expenditures in the amount of \$420,000.00, or \$210,000.00 per year; and,
4. That, a By-Law be passed to authorize the Mayor and Clerk to enter into an agreement with Kon-Strutt Construction.

ALIGNMENT TO STRATEGIC PLAN:

Theme #1

- **Build** – a safe, connected, caring and active community

BACKGROUND:

As part of the annual roads maintenance operations, Administration circulated a Hot Mix Spot Repair Program tender. The spot repairs are for various locations throughout the Township, and are a result of items such as cross culvert replacements, trench reinstatements from water/sewer infrastructure repairs, bridge approaches, and general road repairs.

Due to the severity of the current winter season, a significant amount of damage has been caused to roads throughout the Township. Historically, this Tender was done annually and awarded later in the year. In order to be proactive as a result of the recent experience with road damage caused by this past winter, Administration decided to tender this program now and for a two-year term, with winter provisional items.

CURRENT SITUATION:

The hot mix spot repair program tender was circulated on March 7th, 2025 with a closing date of March 21st, 2025. The tender was advertised online through an electronic bidding system. Six (6) tender submissions were received by the tender closing date.

All submissions were checked for completeness, accuracy and arithmetic correctness. A mathematical error was made on one tender submission by Kon-Strutt Construction, however the error did not impact the bid result order. The tender bid submissions are as follows:

Company	Year 1 (May 1, 2025 - April 30, 2026)	Year 2 (May 1, 2026 – April 30, 2027)	Total Tender Price (excl. HST)
Associated Paving and Materials Ltd.	\$235,875	\$247,220	\$483,095.00
Circle P. Paving Inc.	\$210,300	\$215,300	\$425,600.00
Kon-Strutt Construction*	\$196,500	\$196,500	*\$393,000.00
Rankin Construction Inc.	\$258,825	\$270,225	\$529,050.00
Springside Paving Ltd.	\$250,880	\$256,842.50	\$507,722.50
Steed and Evans Ltd.	\$243,250	\$251,500	\$494,750.00

*Price shown is corrected bid amount.

The low bidder, Kon-Strutt Construction has completed various other similar works for other municipalities throughout Southern Ontario, and is capable of completing this project.

FINANCIAL IMPLICATIONS:

As part of the 2025 Road Maintenance Operating Budget, Administration allocated \$215,000.00 towards the hot mix spot repair program. The total program expenditure is estimated to be \$210,000.00 as summarized below.

Project Budget	Year 1 Cost (May 1, 2025 – April 30, 2026)	Year 2 Cost (May 1, 2026 – April 30, 2027)
Tender Amount	\$196,500.00	\$ 196,500.00
Miscellaneous & Net HST	\$ 13,500.00	\$ 13,500.00
Total	\$210,000.00	\$ 210,000.00

Kon-Strutt Construction's bid amount includes \$10,000.00 in contingencies to cover any quantity overruns within the contract. New repair locations may be added during the course of the two-year contract. Administration will ensure not to exceed the approved annual budget amount of \$215,000.00. The Contract Agreement will be entered into with Kon-Strutt Construction with a maximum upset limit of \$210,000.00 for each year of the contract.

INTER-DEPARTMENTAL COMMENTS:

This report has been reviewed by the CAO, the Director of Corporate Services/CFO, and the Clerk's office.

CONCLUSION:

In summary, Administration recommends that this contract be awarded to the low bidder, Kon-Strutt Construction at their bid price of \$393,000.00 (excluding HST), with a total estimated 2025-2026 program cost of \$420,000.00, or \$210,000.00 per year.

Administration further recommends that a By-Law be adopted authorizing the Mayor and Clerk to enter into an agreement for contract with Kon-Strutt Construction for the 2025-2026 Hot Mix Spot Repair Program as outlined above.

SCHEDULE(S)

Schedule A – By-law 2025-XX to Authorize an Agreement with Kon-Strutt Construction

Prepared & Submitted by:

Tray Benish, CRS-S
Manager, Operations

Mike DiPaola, P. Eng
Director, Infrastructure

Approved by:

Truper McBride
CAO

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-XX

A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN AND KON-STRUTT CONSTRUCTION FOR THE PAVING OF SPOT REPAIRS.

WHEREAS the Council of the Corporation of the Township of West Lincoln deem it expedient to enter into an agreement with Kon-Strutt Construction for the paving of spot repairs;

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 Kon-Strutt Construction for the paving of road repairs at various locations throughout the Township; 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 28th DAY OF APRIL, 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

DATE: April 14, 2025

REPORT NO: O-08-2025

SUBJECT: **Canada Fleabane Update and Draft By-Law**

CONTACT: Tray Benish, CRS-S, Manager, Operations
Mike DiPaola, P.Eng., Director, Infrastructure

OVERVIEW:

- Administration received correspondence from local farmers in the Fall of 2024, expressing their concerns with the Canada Fleabane (*Conyza Canadensis*) plant and the impacts on crops throughout West Lincoln.
- Administration were directed by Council, through recommendation report PW-27-2024, dated November 18, 2024, to conduct Public Engagement in regards to designating Canada Fleabane as a local noxious weed.
- Public Engagement was conducted through the Township's website over a three-week period in January 2025.
- Administration have looked into the potential operational and staffing resource impacts that may occur if Canada Fleabane is designated as a noxious weed.
- Administration is recommending that a draft by-law, and Council resolution showing support of this designation, be sent to the Ministry of Agriculture, Food and Agribusiness (OMAFRA) requesting that Canada Fleabane be designated as a local noxious weed in West Lincoln.
- Once the Township receives approval to designate Canada Fleabane as a local noxious weed the By-Law Enforcement Officer position will be trained and designated as a weed inspector to assist with enforcement on private property. A report will be presented to committee at a later date to designate the By-Law Enforcement Officer as such.

RECOMMENDATION:

1. That, Recommendation Report O-08-2025, titled "Canada Fleabane Update and Draft By-Law", dated April 14th, 2025 be received; and,
2. That, a Draft By-Law such as the one attached to this report be approved by Council and sent to Ontario Ministry of Agriculture, Food and Agribusiness (OMAFRA) for approval to designate Canada Fleabane as a local noxious weed in West Lincoln.

ALIGNMENT TO STRATEGIC PLAN:

Theme #3

- **Enrich** our strong agricultural legacy

BACKGROUND:

In the Fall of 2024 Administration received concerns from local farmers in regards to a plant that is negatively affecting their crops throughout West Lincoln. The plant is named Canada Fleabane and is not currently part of the noxious weed list under O.Reg. 1096 of Ontario's Weed Control Act.

The intent of the Weed Control Act, R.S.O 1990, is to reduce the infestation of noxious weeds that negatively impact agriculture and horticulture lands, reduce plant diseases by eliminating plant disease hosts, and reduce health hazards to livestock and agricultural workers caused by poisonous plants.

In September 2024, Administration had communications with the Ontario Ministry of Agriculture, Food and Agribusiness (OMAFRA) to seek guidance on how to designate Canada Fleabane as a local noxious weed.

A report (PW-27-2024) was brought to committee on November 18, 2024 in regards to designating Canada Fleabane as a local noxious weed, and outlining the recommendations Administration received from the Ministry. Recommendations were passed by committee, and Administration conducted a public engagement program in regards to designating Canada Fleabane as a local noxious weed in West Lincoln. This recommendation report is to report back to committee now that the public engagement has concluded.

CURRENT SITUATION:

Public Consultation:

Administration conducted an online survey from January 8 to 29, 2025, to garner input from the public regarding the potential designation of Canada Fleabane as a Local Noxious Weed in West Lincoln. Public consultation was promoted on the Township website, social media channels, LED signs and digital screens. It was also advertised in the Niagara Farms free monthly community newspaper, to target the agricultural community.

The survey included a comprehensive education portion, equipping participants with impartial information to empower informed input. Education included background about Canada Fleabane, its infestations and impacts, the Weed Control Act, what can be done, what designation would mean for the public, and how the removal of local noxious weeds is enforced.

The survey attracted a total of 74 participants, 54 of whom stayed until the question of support. Of those 54, 31 participants (57.41%) said yes, they are in support of Council passing a By-law to designate Canada Fleabane as a Local Noxious Weed, while 23 participants (42.59%) said no. When filtered by those who identified themselves as farmers who are actively cultivating land in West Lincoln (15 participants), 8 participants (53.33%) said no, they do not support designation, while 7 participants (46.67%) said yes.

Full survey results, excluding any email addresses voluntarily provided by participants for follow-up, are included as Schedule A to this report.

Operational Impacts:

Administration have looked into the potential operational impacts that designating Canada Fleabane as a local noxious weed may cause. If Canada Fleabane is identified along roadside ditches within the Township right-of-way, an increase to mowing operations may be required in order to control the weed effectively.

Currently, Township mowing operations occur two to three times per calendar year, with the grass along the shoulder of the road and front side of the ditch being mowed. If Canada Fleabane is identified in areas throughout the Township, additional mowing may be needed, including the mowing of the backside of the ditch. This will increase staff and equipment resources in order to increase this level of service.

An increase to the quantity of noxious weed complaints may also occur, impacting Administration's ability to investigate each complaint in a timely manner. Currently, two Operations Department staff are certified and appointed as weed inspectors under By-Law 2023-20. Administration are planning to have the By-Law Enforcement Officer become certified as a weed inspector, and appointed by By-Law, bringing the total number of weed inspectors to three. This additional weed inspector will be able to help support the potential increase in noxious weed complaints the Township may receive in regards to private property.

Draft By-Law and Endorsement:

A draft By-law has been prepared and included as Schedule B to this report. It states that Canada Fleabane be designated as a local noxious weed as per Regulation 1096 under the Weed Control Act.

Once the draft By-Law is approved by Council, Administration will be sending it, along with the Council resolution, to OMAFA for approval. If OMAFA approves the draft By-Law, a follow up report will be brought to committee for final approval of the By-Law. Once that process has been completed Administration may start enforcing Canada Fleabane as a local noxious weed in West Lincoln.

FINANCIAL IMPLICATIONS:

The By-Law Enforcement Officer is being trained and certified as a weed inspector to help

with potential private property resident complaints the Township may receive once Canada Fleabane is classified as a local noxious weed. The cost of the training is \$60 (plus HST). There are sufficient funds in the approved operating budget to cover this expense.

There may be an increase to operational costs for additional roadside mowing depending on the volume of reports Administration receives about Canada Fleabane located on the Township right-of-way. Currently the annual cost for mowing operations included in the Township's operating budget is approximately \$30,000.

The table below is an analysis based on a potential level of service increase for roadside mowing, by percentage (%), to address the number of Canada Fleabane concerns that the Township may receive:

Scenario	Increase to Mowing Operations	Cost
Low Volume of Reports	25% increase	\$7,500
Medium Volume of Reports	50% increase	\$15,000
High Volume of Reports	100% increase	\$30,000

Administration believes the volume of reports will be low and any additional level of service and operational costs can be covered within the approved operating budget. Administration will monitor the potential level of service increase.

INTER-DEPARTMENTAL COMMENTS:

This report has been reviewed by the CAO, the Director of Corporate Services/CFO, and the Clerk's office.

CONCLUSION:

In summary, Administration recommends that Council approve the proposed draft By-Law designating Canada Fleabane as a local noxious weed, and that it be sent, along with Council resolution, to OMAFA for approval. Once approval is received from OMAFA, a follow up report will be presented to Council finalizing the By-Law, and designating the By-Law Officer as a weed inspector, at which point the enforcement of Canada Fleabane as a local noxious weed can commence.

SCHEDULE(S)

Schedule A – Fleabane Survey Results – Excluding Emails
Schedule B – Draft By-Law

Prepared & Submitted by:

Tray Benish, CRSS
Manager, Operations

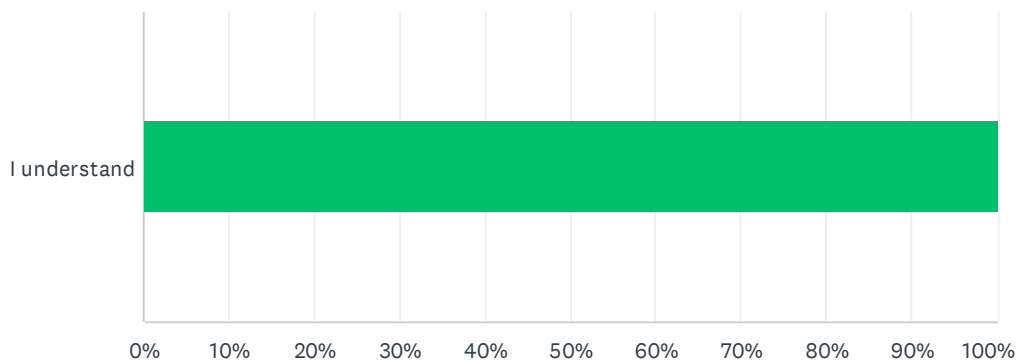
Approved by:

Truper McBride
Chief Administration Officer

Mike DiPaola, P. Eng.
Director, Infrastructure

Q1 Canada Fleabane (*Conyza Canadensis*), also known as Horseweed, Mare's-tail, Bitterweed, or Fleabane, is an annual plant native throughout most of North America and Central America. This herbaceous plant typically grows to a height of 1.5 metres and has sparsely hairy stems. The leaves are unstalked with a coarsely toothed margin. The flower heads are 1 cm in diameter and each flower has a ring of white or pale purple florets with a centre of yellow disc florets. Most seedlings of this plant sprout from late August through November, and form rosettes that overwinter. Some seeds will germinate in spring, from March through early May. As with all annuals, this plant reproduces by seed. Seeds ripen from early August and continue into September, after which the plant dies. The seeds of this plant have an attached pappus, or parachute, which carries the seed for long distances much like a dandelion seed.

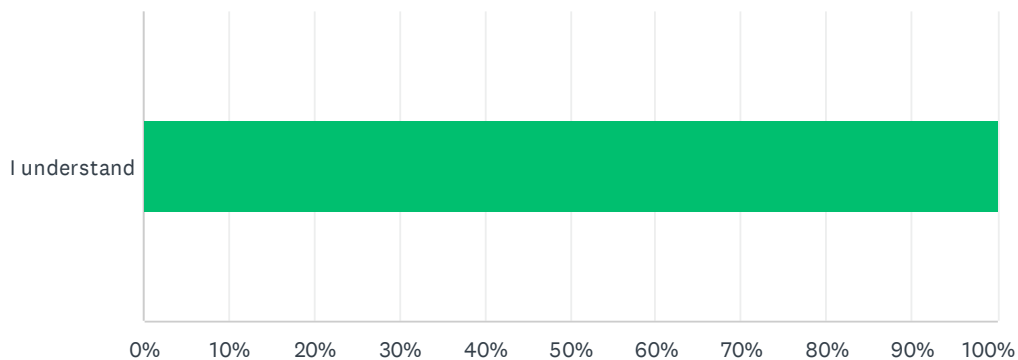
Answered: 74 Skipped: 0



ANSWER CHOICES	RESPONSES	
I understand	100.00%	74
Total Respondents: 74		

Q2 Canada Fleabane infestations have been shown to reduce soybean yields as much as 90%. In 2001, it was the first weed to develop glyphosate resistance, making it difficult to remove chemically. There are two control methods for Canada Fleabane. They are: Non-Chemical Rosettes are easily controlled by either fall or spring tilling. Mowing infested areas when the plants are in the bud stage will prevent seed production. A fall cover crop can reduce seedling germination. Chemical Herbicides should be applied before the plant flowers.

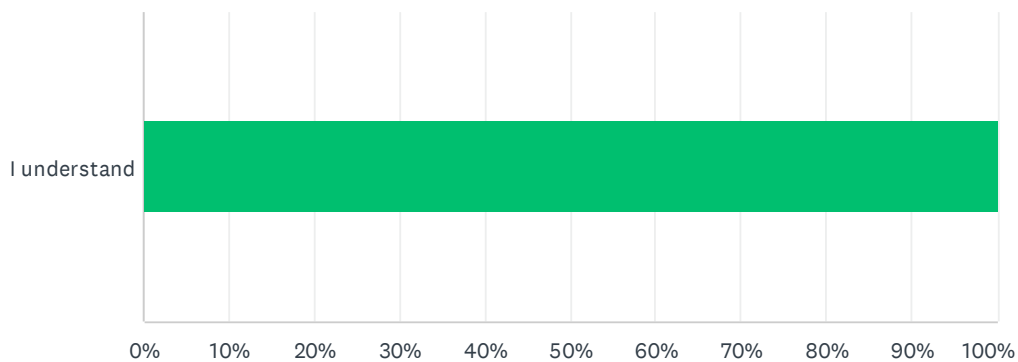
Answered: 71 Skipped: 3



ANSWER CHOICES	RESPONSES	
I understand	100.00%	71
Total Respondents: 71		

Q3 There are 25 weeds designated as noxious under the Weed Control Act. Canada Fleabane is not currently part of the noxious weed list. The intent of the Weed Control Act, R.S.O 1990, is to reduce the infestation of noxious weeds that negatively impact agriculture and horticulture lands, reduce plant diseases by eliminating plant disease hosts, and reduce health hazards to livestock and agricultural workers caused by poisonous plants. Noxious weeds are plants that have been listed in the Schedule of Noxious Weeds found in Regulation 1096 under the Weed Control Act. In general, a species designated as a noxious weed under the Weed Control Act is one that is difficult to manage on agricultural land once established and will reduce the yield and quality of the crop being grown, negatively affects the health and well-being of livestock, and poses a risk to the health and well-being of agricultural workers.

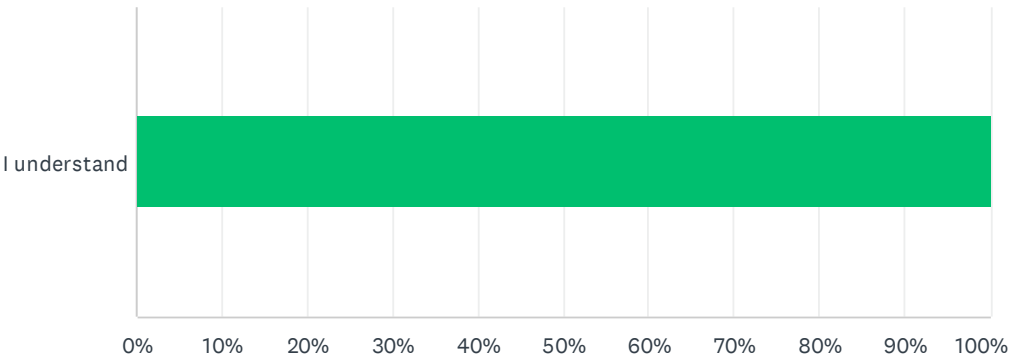
Answered: 69 Skipped: 5



ANSWER CHOICES	RESPONSES	
I understand	100.00%	69
Total Respondents: 69		

Q4 Noxious Weeds can only be added or removed to/from the Weed Control Act by the Lieutenant Governor in Council. However, the Weed Control Act gives local Councils the ability to designate additional plants as Local Noxious Weeds, to provide the control of potentially damaging weeds in local areas, before they become widespread, by using the Weed Control Act’s mechanisms of enforcement. This would give Township-appointed Weed Inspectors the ability to enforce the removal of Fleabane from private property and agricultural lands under the Weed Control Act. Failure to comply with removal of local noxious weeds may result in monetary penalties.

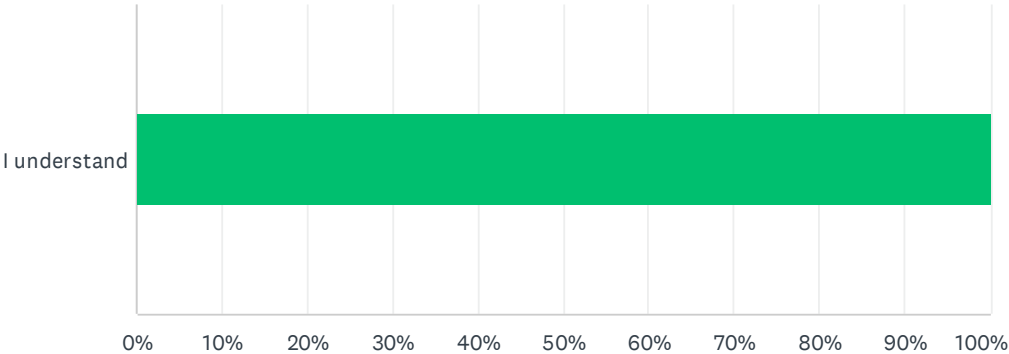
Answered: 65 Skipped: 9



ANSWER CHOICES	RESPONSES	
I understand	100.00%	65
Total Respondents: 65		

Q5 West Lincoln property owners are responsible for removing noxious weeds growing on their lands and are accountable for all associated expenses.If noxious weeds are identified (by complaint or observation) and confirmed by Township-appointed Weed Inspectors, property owners must have them destroyed by a given date.If compliance is not achieved, the Municipality may enter upon the lands and have the weeds destroyed, charging the expenses against the land, as set out in the Act.

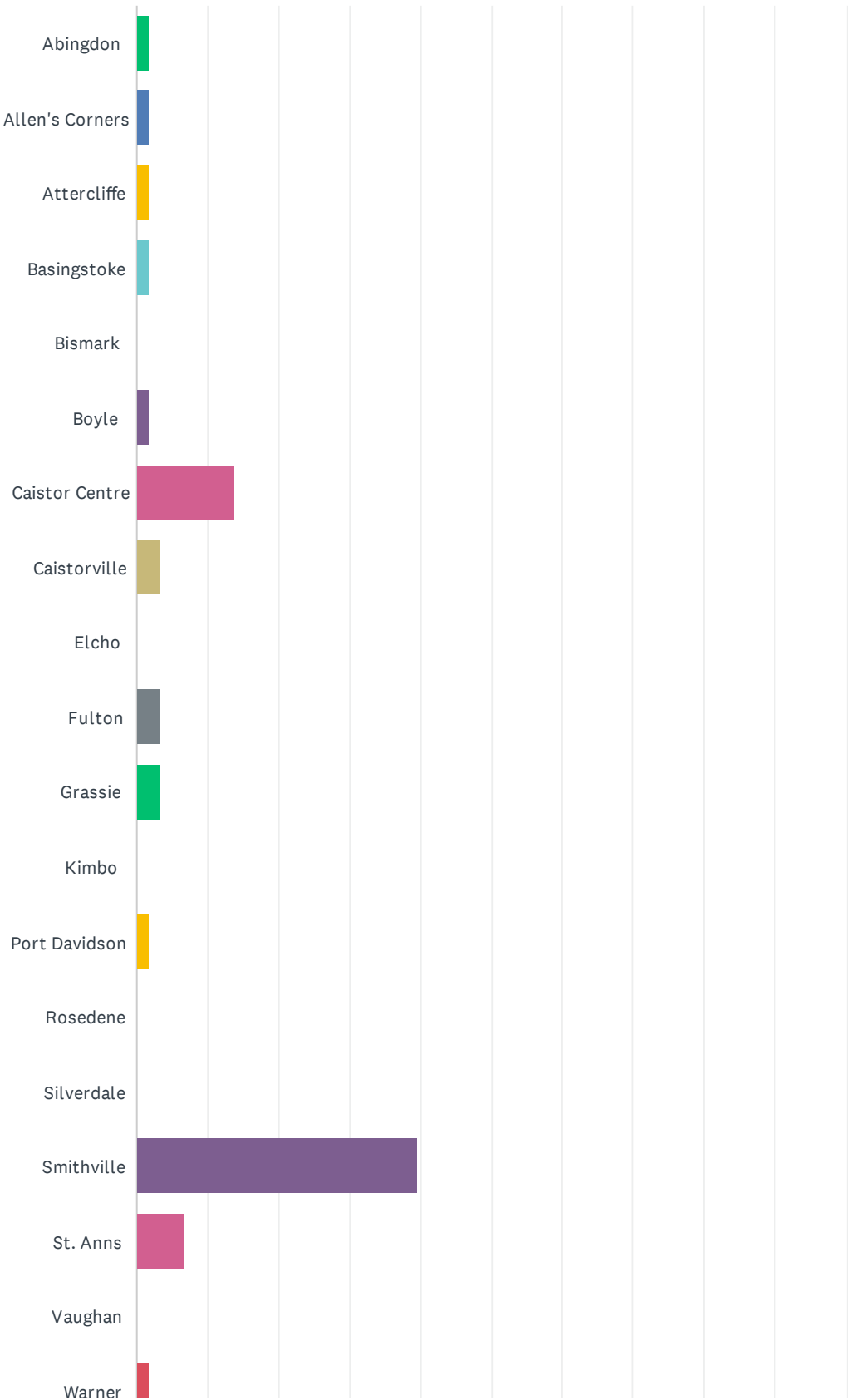
Answered: 65 Skipped: 9



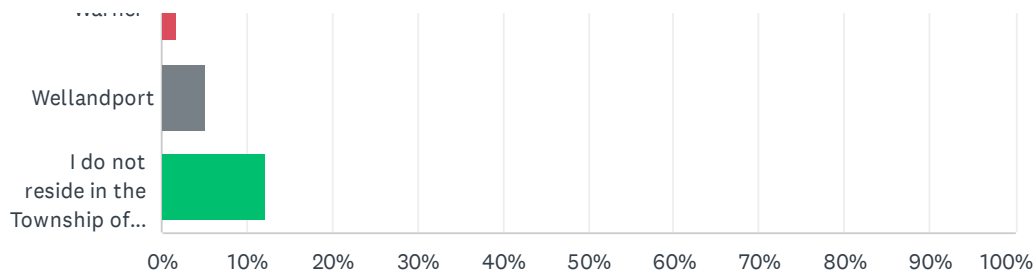
ANSWER CHOICES	RESPONSES	
I understand	100.00%	65
TOTAL		65

Q6 Where in the Township of West Lincoln do you reside?

Answered: 58 Skipped: 16



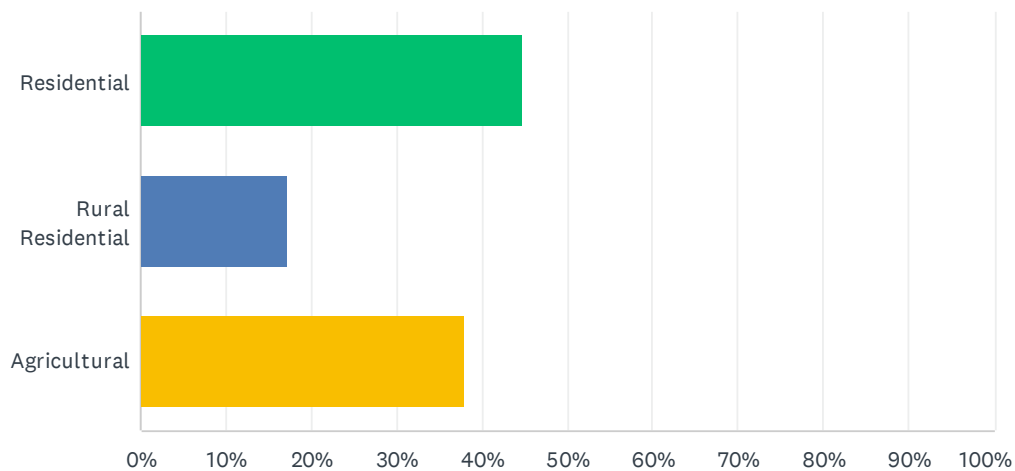
Canada Fleabane



ANSWER CHOICES	RESPONSES	
Abingdon	1.72%	1
Allen's Corners	1.72%	1
Attercliffe	1.72%	1
Basingstoke	1.72%	1
Bismark	0.00%	0
Boyle	1.72%	1
Caistor Centre	13.79%	8
Caistorville	3.45%	2
Elcho	0.00%	0
Fulton	3.45%	2
Grassie	3.45%	2
Kimbo	0.00%	0
Port Davidson	1.72%	1
Rosedene	0.00%	0
Silverdale	0.00%	0
Smithville	39.66%	23
St. Anns	6.90%	4
Vaughan	0.00%	0
Warner	1.72%	1
Wellandport	5.17%	3
I do not reside in the Township of West Lincoln	12.07%	7
TOTAL		58

Q7 Which option best describes your property?

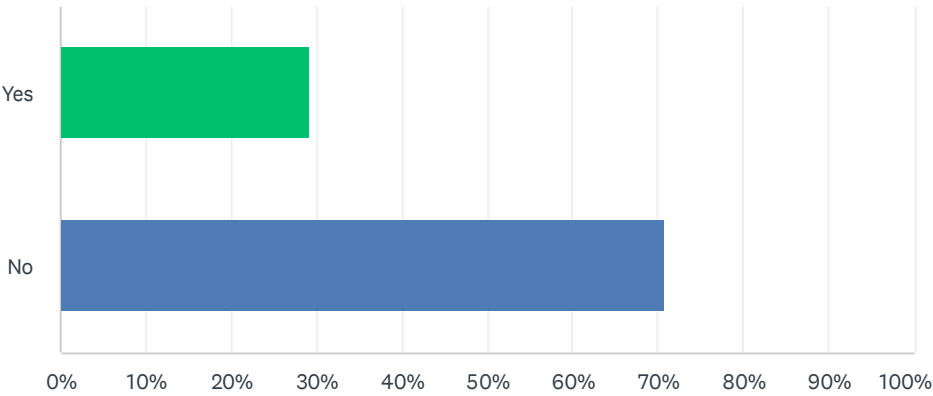
Answered: 58 Skipped: 16



ANSWER CHOICES	RESPONSES	
Residential	44.83%	26
Rural Residential	17.24%	10
Agricultural	37.93%	22
TOTAL		58

Q8 Are you a farmer actively cultivating land in West Lincoln?

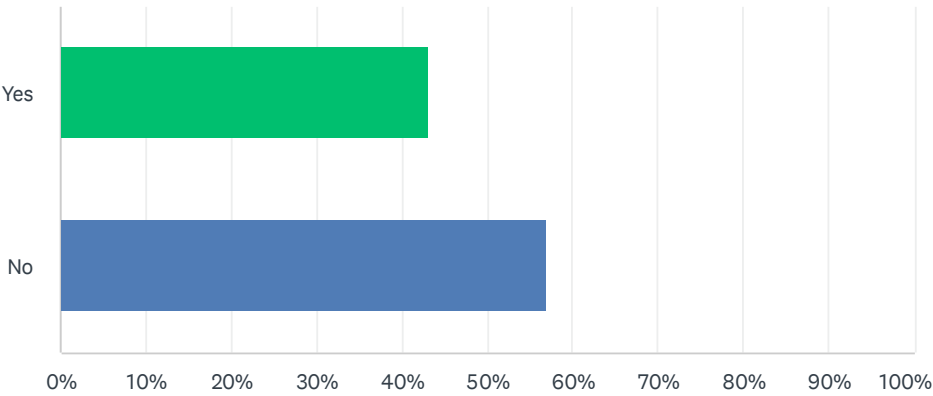
Answered: 58 Skipped: 16



ANSWER CHOICES	RESPONSES	
Yes	29.31%	17
No	70.69%	41
TOTAL		58

Q9 Is Canada Fleabane an issue you are actively concerned about?

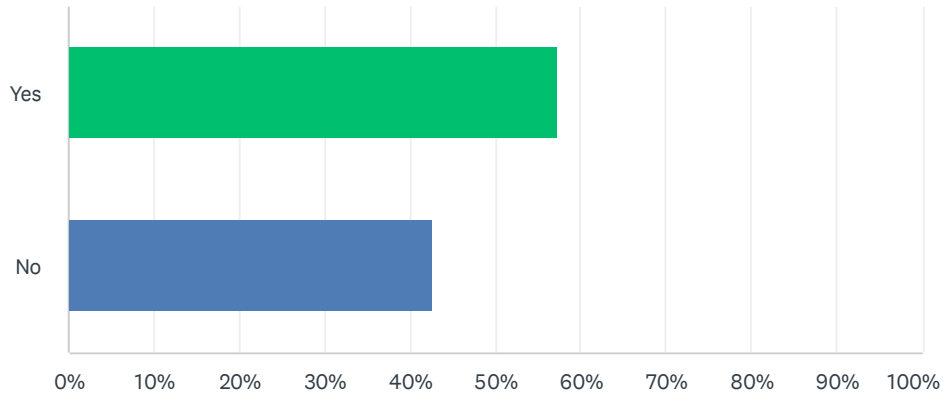
Answered: 58 Skipped: 16



ANSWER CHOICES		RESPONSES	
Yes		43.10%	25
No		56.90%	33
TOTAL			58

Q10 Are you in support of Council passing a By-law to designage Canada Fleabane as a Local Noxious Weed?

Answered: 54 Skipped: 20



ANSWER CHOICES	RESPONSES	
Yes	57.41%	31
No	42.59%	23
TOTAL		54

Q11 If you would like to be contacted by Township Staff about this matter in the future, please provide a valid email address. (optional)

Answered: 10 Skipped: 64

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-XX

TO DESIGNATE CANADA'S FLEABANE (CONYZA CANADENSIS) AS A LOCAL NOXIOUS WEED IN THE TOWNSHIP OF WEST LINCOLN PURSUANT TO THE WEED CONTROL ACT, R.S.O. 1990, c. W.5

WHEREAS Weed Control Act, R.S.O. 1990, c. W.5 authorizes the Council of local municipalities to designate as a local weed any plant that is not a noxious weed.

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

1. That Canada's Fleabane (Conyza Canadensis) be designated a local noxious weed for control under The Weed Control Act, R.S.O. 1990, c. W.5.
2. That the area of control be the entire Township of West Lincoln and all lands contained therein.
3. That this By-law come into force upon the approval of the Minister of Agriculture and Food.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 28 DAY OF APRIL, 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

DATE: April 14, 2025

REPORT NO: O-06-2025

SUBJECT: **Silverdale Road Rehabilitation Project Tender Award (OPR 2025-01) - Budget Amendment BA2025-03**

CONTACT: Ray Vachon, C.E.T. – Manager, Capital Design and Delivery
Mike DiPaola, P. Eng. – Director, Infrastructure

OVERVIEW:

- In February 2025, Council approved the 2025 Capital Budget that included \$1.2 million for the Silverdale Road Rehabilitation project.
- Staff circulated a Tender on March 7, 2025, with five (5) tender submissions received by the closing date of March 26, 2025.
- A low bid in the amount of \$869,400.00 (excluding HST) was received from GIP Paving Inc.
- Administration recommends awarding the contract to GIP Paving Inc.
- The total project expenditures are estimated at \$975,000.00, which represents the low bid from GIP Paving Inc., a project contingency allowance, and net HST.
- Administration recommends that Budget Amendment BA2025-03 be approved, to reflect the project budget reduction of \$225,000.00, with required funding from Capital Reserve also being reduced.

RECOMMENDATION:

1. That Recommendation Report O-06-2025, titled “Silverdale Road Rehabilitation Project Tender Award (OPR 2025-01) – Budget Amendment BA2025-03”, dated April 14, 2025, be received; and,
2. That the tender submission be awarded to GIP Paving Inc. for the Silverdale Road rehabilitation work, in the amount of \$869,400.00 (excluding HST); and,
3. That the total project expenditure of \$975,000.00 be approved for this project; and,
4. That budget amendment BA2025-03 reflecting a project budget reduction of \$225,000.00, with reduced funding from the Capital Reserve, be approved; and,
5. That a by-law to authorize the Mayor and Clerk to enter into an agreement with GIP Paving Inc. be passed.

ALIGNMENT TO STRATEGIC PLAN:

BUILD - a safe, connected, caring and active community.

BACKGROUND:

As part of the Township Pavement Management System (PMS), Silverdale Road from Twenty Mile Rd (RR 69) to RR 20 was identified for rehabilitation work. Please refer to the Schedule A for the project location plan for the project.

The Pavement Condition Index (PCI) from the 2024 PMS Update for each section of Silverdale Road that is part of this project, is summarized below:

- Twenty Mile Rd (RR 69) to Fifteen Rd: Average 40 PCI (Poor Condition)
- Fifteen Rd to RR 20: 50 PCI (Poor Condition)

Based on some geotechnical investigation and report completed to determine the rehabilitation strategy for this project, it was determined that the road section from Twenty Mile Rd (RR69) to Fifteen Road has an average 495mm thickness of granular road base, and average asphalt thickest of 80 mm. Therefore, the section will include milling & pulverizing of the existing road, adding some extra granular, and receiving 60mm of base asphalt followed by a 40mm surface course to improvement the pavement structure.

The section between Fifteen Road and Regional Road 20 has average 495 mm thickness of granular road base, and average asphalt thickest of 155 mm. Therefore, this section will require some base repairs where required, milling 40mm of the existing pavement surface, and then overlaying with a 40mm surface course asphalt.

CURRENT SITUATION:

On March 7, 2025, Administration circulated a tender document on the Bids & Tenders Bidding System. On the closing date of March 26 2025, five (5) tenders were received and opened.

All submissions were checked for completeness, accuracy and arithmetic correctness. All extensions and the totals for all tenders were checked and there were no errors found. The tender bid submissions are as follows:

Company	Tender Price (excl. HST)
Associated Paving & Materials Ltd.	\$937,286.30
Brennan Paving – Niagara, a division of Brennan Paving & Construction Ltd.	\$1,008,396.00
GIP Paving Inc.	\$869,400.00
Rankin Construction Inc.	\$967,425.00
Walkers Construction Limited	\$891,400.00

The low bidder GIP Paving Inc. (formerly Coco Paving Ltd.) and their subcontractors have

experience completing similar works in other Niagara municipalities including the Township. The lowest bidder is capable of successfully completing this project.

Based on this low tender submitted GIP Paving Inc., the Township's proposed total cost for this project is itemized below:

Tender Bid (excluding HST)	\$ 869,400.00
Project Contingency	\$ 88,736.79
Non-Recoverable HST	<u>\$ 16,863.26</u>
Total Estimated Cost:	\$ 975,000.00

FINANCIAL IMPLICATIONS:

The approved 2025 Capital Budget for Project 1185 was \$1,200,000.00. The total estimated project cost is within the approved budget.

Given that the total project cost of \$975,000.00 is lower than the project budget of \$1,200,000, Administration is requesting approval of Budget Amendment BA2025-03. This Budget Amendment will reflect a reduction in the project cost of \$225,000.00, along with a reduction in the required funding from the Capital Reserve of \$225,000.00.

In the past, when roadwork project costs were lower than the approved budget, Administration recommended to Council to reallocate the remaining budget funds to complete additional roadworks. However, given the significant pressure that the Township's Capital Reserve is under in years 2025 through to 2028, and in order to ensure the Township remains fiscally responsible and sustainable, this approach is not recommended for the Silverdale Road Rehabilitation project.

Instead, Administration is recommending that the savings of \$225,000.00 are returned to the Capital Reserve, rather than being reallocated. This will have a positive impact on this reserve and the Township. The above noted savings of \$225,000.00 should help to keep the reserve in a more positive balance, which is critical for sufficient cash flows and to prevent the Township's need to require temporary borrowing and incur borrowing costs.

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the Director, Corporate Services/CFO, CAO, and the Clerks Department.

CONCLUSION:

Administration recommends that this contract be awarded to the low bidder, GIP Paving Inc. at their bid price of \$869,400.00 (excluding HST), with a total estimated project cost of \$975,000.00.

In addition, Council is asked to approve Budget Amendment (BA2025-03) to reflect a

reduction in the capital project costs by \$225,000.00, with reduced funding required from the Capital Reserve.

Administration further recommends that a by-law be adopted authorizing the Mayor and Clerk to enter into an agreement for contract with GIP Paving Inc. for the Silverdale Road Rehabilitation construction project as outlined above.

ATTACHMENTS:

SCHEDULE A – Silverdale Road Rehabilitation Project Location Plan

SCHEDULE B – Bylaw 2025-XX to Authorize an Agreement with GIP Paving Inc.

Prepared & Submitted by:

Ray Vachon, C.E.T.

Manager, Capital Design and Delivery

Mike DiPaola, P. Eng.

Director, Infrastructure

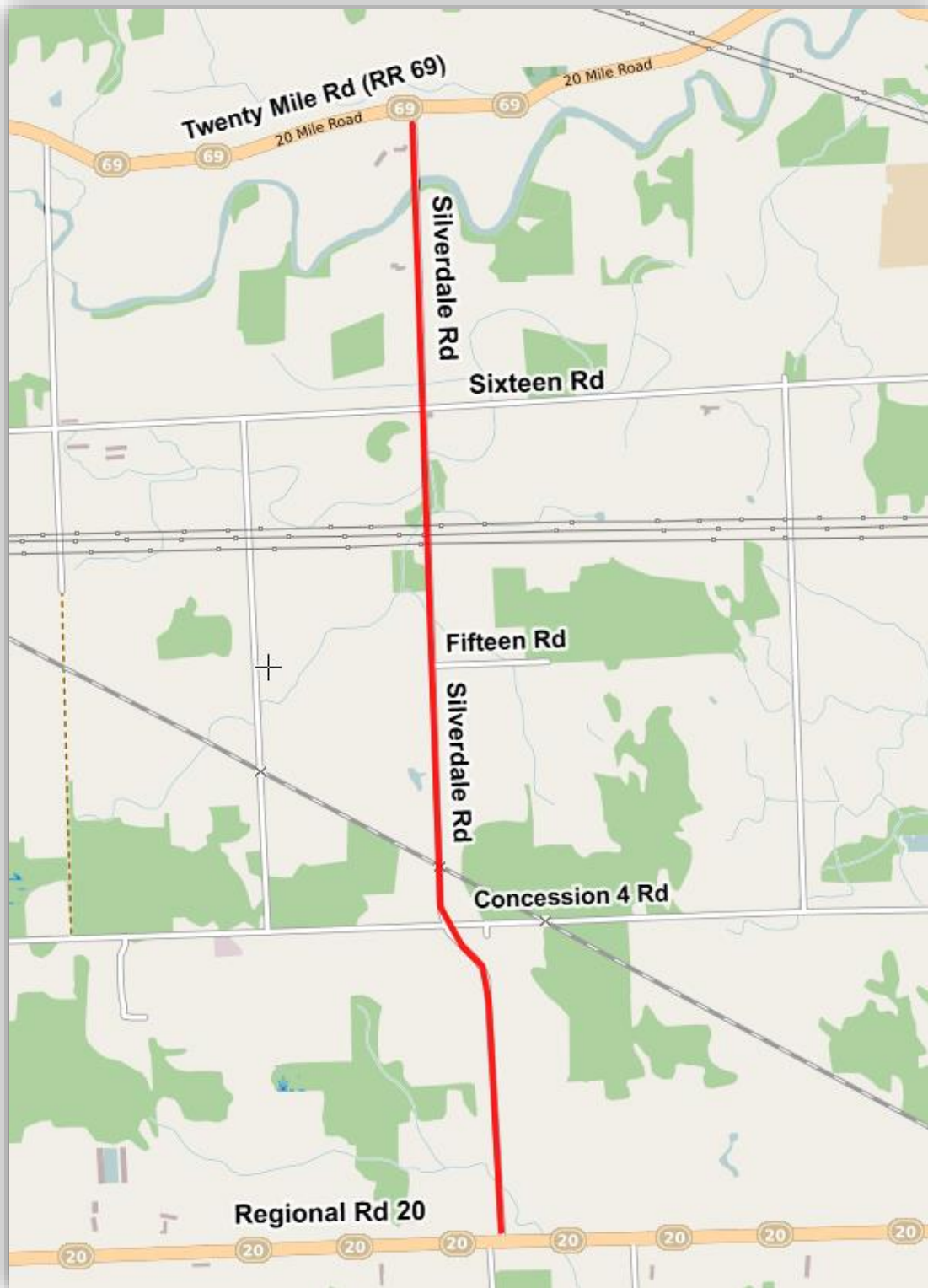
Approved by:

Truper McBride

CAO

SCHEDULE A

Silverdale Road Rehabilitation Project Location Plan



West Lincoln
Your Future Naturally

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-XX

A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN AND GIP PAVING INC. FOR THE SILVERDALE ROAD REHABILITATION WORK PROJECT

WHEREAS the Council of the Corporation of the Township of West Lincoln deems it expedient to enter into an agreement with GIP Paving Inc. for the Silverdale Road Rehabilitation Work Project.

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

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

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 28th DAY OF APRIL 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

DATE: April 14, 2025

REPORT NO: O-11-2025

SUBJECT: **Two Tandem Axle Dump Trucks with Plowing Equipment – Purchase Authorization and Amendment to Budget**

CONTACT: Tray Benish, CRS-S, Manager, Operations
Mike DiPaola, P.Eng., Director, Infrastructure

OVERVIEW:

- As part of the 2025 Capital Equipment Budget, Council approved projects 484 and 642 for the replacement of two tandem axle dump trucks (RD 20036 and RD 20037) including plowing attachments, at a cost of \$400,000.00 each.
- An RFP was completed through LAS/Sourcewell/Canoe, a joint procurement group that the Township has used previously for projects including the streetlight LED conversion program, the purchase of a motor grader and the purchase of a tractor.
- The highest rated supplier through the RFP process, based on an evaluation summary completed by LAS/Sourcewell, is Alamo Group Inc.(USA)/Everest Equipment Co. (Canadian Supplier). Everest Equipment Co. has provided a Canoe certified quote in the amount of \$423,800.00 (Excluding HST) per truck with attachments.
- The total cost/expenditure for both trucks, including miscellaneous items and net HST is \$865,000.00.
- The trucks and attachments are like-for-like replacements.
- Administration recommends acceptance of the RFP submission by Alamo Group Inc. and complete the purchase through the local supplier, Everest Equipment Co.
- Administration requests Council approve Budget Amendment (BA2025-04) in the amount of \$65,000.00, funded through a transfer from the Equipment Reserve.

RECOMMENDATION:

1. That, Recommendation Report O-11-2025, titled “Two Tandem Axle Dump Trucks with Plowing Equipment – Purchase Authorization and Amendment to Budget”, dated April 14th, 2025 be received; and,
2. That, Council accept the quote provided by Everest Equipment Co. for the supply

and delivery of two tandem axle dump trucks with plowing equipment in the amount of \$847,600.00 (Excluding HST); and,

3. That, Council approve a budget amendment (BA2025-04) in the amount of \$65,000.00, funded through a transfer from the Equipment Reserve, in order to cover the total expenditure for both trucks totalling \$865,000.00; and,
4. That, Administration be authorized to proceed with the purchase through Everest Equipment Co.

ALIGNMENT TO STRATEGIC PLAN:

Theme #1

- **Build** – a safe, connected, caring and active community

BACKGROUND:

Two existing tandem axle dump trucks, RD 20036 and RD 20037, have reached the end of their useful lifecycle. Council approved the purchase of two new tandem axle dump trucks with plowing equipment as part of the 2025 Capital Budget. The dump trucks are used for various maintenance activities throughout the Township including hauling gravel, roadside ditching operations, and sanding/plowing during winter control events.

CURRENT SITUATION:

Administration have explored various procurement options for these two projects in order to determine which one has the best cost savings benefit to the Township, as unknown factors such as tariffs may play a part in the purchase and delivery of these two tandem axle dump trucks with plowing equipment.

In the past, Administration have utilized joint procurement with fleet/equipment purchases, as it has proven to be very effective in providing cost savings. The Township is currently a member of the Local Authority Services (LAS/Sourcwell/Canoe-Canada) group buying platform, which Administration have used for previous projects such as the LED streetlight conversion program, a motor grader purchase, and a tractor purchase. LAS/Canoe currently have a “Winter Maintenance Equipment Program” contract (Contract #062222-AGI-1), that includes tandem axle dump trucks with plowing equipment as part of its deliverables. The highest rated submission, through the RFP evaluation that was completed by LAS/Sourcwell, was Alamo Group Inc.(USA) and is fulfilled by Everest Equipment Co., the local Canadian supplier.

Everest Equipment Co. is based out of Quebec, and is the Canadian supplier for Alamo Group Inc.(USA). Everest Equipment have been preparing for the upcoming imposed US tariff's and have stock of truck chassis' in their yard ready to be built. Due to having these truck chassis' already in Canada, the Township will not be subject to any tariffs that may have come into effect if a typical Tendering process was completed for these projects. It will also greatly reduce the build/delivery timeline for the two trucks, as historically plow trucks take 18-24 months to be ordered, built and delivered as truck chassis' have low

availability in Canada. An estimated delivery date of September 2025 has been provided by Everest Equipment Co., with the truck bodies starting to be built in May 2025.

Everest Equipment Co. has provided a contract price of \$423,800.00 (excluding HST) for each tandem axle dump truck with plowing equipment, bringing the total project expenditure to \$865,000.00 (with the inclusion of net HST and other miscellaneous items). They are like-for-like replacements of the existing trucks and plowing attachments.

FINANCIAL IMPLICATIONS:

Council approved projects 484 and 642, totalling \$400,000.00 each, for the replacement of tandem axle dump trucks in the 2025 Equipment Capital Budget. Administration has itemized the following for Council's consideration:

Tandem Dump Truck with Plow Equipment #1	\$ 423,800.00
Tandem Dump Truck with Plow Equipment #2	\$ 423,800.00
Sub-total	\$ 847,600.00
Non-recoverable HST	\$ 14,917.76
Miscellaneous Items (Decals, GPS, etc.)	\$ 2,482.24
Total	\$ 865,000.00
Approved Capital Budget (Projects 484/642)	\$ 800,000.00
Amendment to Budget Request	\$ 65,000.00

Administration is requesting a Budget Amendment (BA2025-04) in the amount of \$65,000.00, to be funded through a transfer from the Equipment Reserve.

As part of the 2025 budget deliberations, Council was presented with Information Report T-01-2025 Draft Operating and Capital Budget on January 27, 2025. Schedule H to this Report presented a forecast of levy-supported reserve closing balances over the course of the Township's Ten Year Capital Plan. Administration has forecasted that the Equipment Reserve would be in an overdrawn (deficit) position of \$205,600 at the end of 2025.

In accordance with the Township's Reserve and Reserve Fund Policy, the Equipment Reserve is funded through operating budget contributions and proceeds from sale of vehicles and equipment assets. Administration plans to sell the existing tandems once the new tandems are received, which will be later this year. The proceeds from the sale of the tandems will be allocated back to the Equipment Reserve, which will help mitigate and offset the impact to the Equipment Reserve. Depending on the actual cost of equipment assets purchased in 2025, there may be an increased contribution requirement to the equipment reserve as part of the 2026 budget.

INTER-DEPARTMENTAL COMMENTS:

This report has been reviewed by the CAO, the Director of Corporate Services/CFO, and the Clerk's office.

CONCLUSION:

In summary, Administration recommends that the quote received from Everest Equipment Co. in the amount of \$847,600.00 for two tandem axle dump trucks with plowing equipment be accepted, and that the Mayor and Clerk be authorized to enter into an agreement with Everest Equipment Co.

Administration further requests a Budget Amendment (BA2025-04) in the amount of \$65,000.00 to be funded through a transfer from the Equipment Reserve, in order to cover the total cost/expenditure of \$865,000.00, which include net HST and other miscellaneous costs.

Prepared & Submitted by:

Tray Benish, CRS-S
Manager, Operations

Mike DiPaola
Director, Infrastructure

Approved by:

Truper McBride
CAO