



## THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN COUNCIL AGENDA

### MEETING NO. EIGHT

Monday, May 26, 2025, 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. **SINGING OF "O CANADA" - Smithville Christian High School**

Prior to commencing with the Council meeting, Mayor Ganann will provide the following announcements:

1. The public may submit comments for matters that are on the agenda to [jpaylove@westlincoln.ca](mailto:jpaylove@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.
2. This meeting is being livestreamed as well as recorded and will be 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 Hattiwendaronk, 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. **OPENING PETITION - Councillor Shelley Bradaric**

#### 4. **CHANGE IN ORDER OF ITEMS ON AGENDA**

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

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

**NOTE:** Requests to address items on the agenda are restricted to specific items as follows per Section 6.7 of the Procedural By-law:

**6.7 Public Comment at Council**

There shall be no comments from the public permitted at Council unless:

- (a) a specific appointment has been scheduled; or,
- (b) an item is included under the "Other Business" or "Communications" or "Appointments" section of the agenda and relates to a matter which would normally be dealt with at Committee.

Chair to inquire if there are any members of the public present who wish to address a specific item on the agenda as permitted by Section 6.7 of the Procedural By-law.

**7. CONFIDENTIAL MATTERS**

Moved By Councillor William Reilly

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

7.1 Director, Community and Protective Services (Cynthia Summers)

Re: Recommendation Report - Gift and Naming Rights Contract Update

**Applicable closed session exemption(s):**

- Advice subject to Solicitor-Client privilege; and,
- Litigation or potential litigation including matters before administrative tribunals, affecting the municipality or local board.

7.2 Director, legal and Legislative Services (Jessica Dyson)

Re: Information Report - Legal Matters Update 2025

**Applicable closed session exemption(s):**

- Advice subject to Solicitor-Client privilege; and,
- Litigation or potential litigation including matters before administrative tribunals, affecting the municipality or local board.

7.1 Director of Community and Protective Services (Cynthia Summers)

Re: Recommendation Report - Gift and Naming Rights Agreement Update

7.2 Director of Legal and Legislative Services (Jessica Dyson)

Re: Information Report - Legal Matters Update 2025

**8. DISCLOSURE OF CONFIDENTIAL MATTERS**

**9. APPOINTMENTS/PRESENTATIONS**

- 9.1 Brian Wilkie President & CEO, Suzanne Wilson COO, Shanon Wilson Sr. VP Asset Management and Paul Blythin Vice President, Regulatory Affairs & Revenue  
Re: Updates and Information  
**POWERPOINT PRESENTATION**

**10. REGIONAL COUNCILLOR'S REMARKS**

**11. CONFIRMATION OF MINUTES**

- 11.1 Council Minutes 23  
Re: Minutes - April 28, 2025

Moved By Councillor Jason Trombetta

1. That the minutes relating to the April 28, 2025 Council Meeting, and the recommendations contained therein, be accepted.

- 11.2 Public Meeting under the Planning Act 38  
Re: Minutes - May 12, 2025

Moved By Councillor Joann Chechalk

1. That the minutes relating to the May 12, 2025 Public Meetings, be accepted.

**12. COMMUNICATIONS**

- 12.1 Pride Month - 2025  
Re: Recognition Resolution for Township of West Lincoln

Moved By Councillor Shelley Bradaric

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

WHEREAS Municipalities across the Region will be holding a variety of Pride commemorations throughout the month of June, commencing with the raising of the Pride Flag on Monday, June 2, 2025; and

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

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

NOW THEREFORE BE IT RESOLVED that the Township of West

Lincoln Council acknowledge June as Pride Month and encourage the West Lincoln community to unite in support of Pride and all of its members.

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

- 1. The Township raising of the Pride Flag on Monday, June 2; and
- 2. The sharing of information related to Pride Niagara and West Lincoln Library Programming.

- 12.2 Chief of Staff, Niagara Transit (Jordan Hambleton) 48
- Re: Niagara Transit - General Manager’s Annual Report for Niagara Transit for 2024.

Moved By Councillor William Reilly

- 1. That the correspondence from the Chief of Staff of the Niagara Transit Commission, Jordan Hambleton, dated April 24, 2025 regarding the Niagara Transit Update be received for information.

- 12.3 Director, Infrastructure (Mike DiPaola) 70
- Re: Vision Zero Automated Speed Enforcement Program Follow-up Memorandum

Moved By Councillor Greg Maychak

- 1. That the memo received from the Director of Infrastructure, Mike DiPaola, regarding an update on the Vision Zero Automated Speed Enforcement program be received for information.

13. MAYOR’S REMARKS

14. REPORT OF COMMITTEE

- 14.1 Director, Community and Protective Services (Cynthia Summers) and 71
- Coordinator of Recreation Services (Wendy Beaty)
- Re: Recommendation Report CS-04-2025 - Event Series Options

Moved By Councillor Jason Trombetta

- 1. That, Recommendation Report CS-04-2025, titled “2025 Event Series Options” dated May 26, 2025 be received; and,
- 2. That, Administration be directed to proceed with Option \_\_\_\_

- 14.2 Growth and Sustainability Committee 76
- Re: Minutes - May 12, 2025

Moved By Councillor Joann Chechalk



1. That the minutes relating to the May 12, 2025 Growth and Sustainability Meeting, and the recommendations contained therein, be accepted; and.

- 14.3 Operations Committee 82  
Re: Minutes - May 12, 2025

Moved By Councillor William Reilly

1. That the minutes relating to the May 20, 2025 Operations Committee Meeting, and the recommendations contained therein, be accepted.

- 14.4 Corporate Services Committee 89  
Re: Minutes - May 20, 2025

**CONFIDENTIAL MINUTES UNDER SEPARATE COVER**

Moved By Councillor Shelley Bradaric

1. That the minutes relating to the May 20, 2025 Corporate Services Committee, and the recommendations contained therein, be accepted; and.
2. That the confidential minutes relating to the closed session portion of the May 20, 2025 Corporate Services Committee Meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided in Section 239 of the Municipal Act.

- 14.5 Community and Protective Services Committee 94  
Re: Minutes - May 20, 2025

Moved By Councillor Jason Trombetta

1. That the minutes relating to the May 20, 2025 Community and Protective Services Committee Meeting, and the recommendations contained therein, be accepted.

**15. RECONSIDERATION**

**(“Definition”)** This section is for a Member of Council to introduce a motion to reconsider action taken at this Council Meeting or the previous regular Council meeting. A motion to reconsider must be made by a Council Member who voted in the majority on the matter to be reconsidered. The Chair may rule that a motion to reconsider will be dealt with at the next following Council Meeting if for some reason it cannot be dealt with at this meeting.

**16. NOTICE OF MOTION TO RESCIND**

**(“Definition”)** This section is for Council Members to serve notice of intent to introduce a motion to rescind action taken previously by Council. Notice served at this meeting will be for a motion to rescind at the next regular meeting.

**17. OTHER BUSINESS**

- 17.1 Members of Council  
Re: Council Remarks

**18. NEW ITEMS OF BUSINESS**

**NOTE:** Only for items that require immediate attention/direction from Council and must first approve a motion to introduce a new item of business.

**19. BY-LAWS**

Moved By Councillor Joann Chechalk

1. That leave be granted to introduce By-Laws 2025-29, 2025-30, 2025-31, 2025-32, 2025-33, 2025-34 and that the same shall be considered to have been read a first, second, and third time with one reading, and are hereby adopted; and,
  2. That the Mayor and Clerk be and are hereby authorized to sign and affix the Corporate Seal thereto, any rule of this Council to the contrary notwithstanding.
- 
- |      |   |     |
|------|---|-----|
| 19.1 | BY-LAW 2025-29  | 100 |
|      | A By-law to amend By-law 2024-82 Consolidate User Fees and Charges By-law   |     |
| 19.2 | BY-LAW 2025-30  | 101 |
|      | A By-law to name roads within the Station Meadows west subdivision being Skipton Street, Chester Road, Evans Place, Meredith Street, Kennedy Street, and Petersfield Drive, Township of West Lincoln  |     |
| 19.3 | BY-LAW 2025-31  | 103 |
|      | A By law to authorize a site alteration agreement between the Corporation of the Township of West Lincoln and David Castellan and Megan Griffiths, for lands legally described as Concession 4 Part lot 16 Caistor, Part 4 of RP 30R11882, in the Township of West Lincoln. |     |
| 19.4 | BY-LAW 2025-32  | 104 |
|      | A By-law to amend By-law 2023-03 which confirmed various appointments and/or recommendations for appointments to Boards, Committees & Municipal Positions<br><b>Heritage Committee</b>  |     |
| 19.5 | BY-LAW 2025-33  | 106 |
|      | A By-law to appoint Tray Benish as Overall Responsible Operator and Lino Solomita and Zach Lane and Nathan Lewis as alternate Overall Responsible Operators for the Township of West Lincoln (Water and Wastewater)   |     |
| 19.6 | BY-LAW 2025-34  | 107 |
|      | A By-law to adopt, confirm and ratify matters dealt with by Council   |     |

resolution.

20. **ADJOURNMENT**

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



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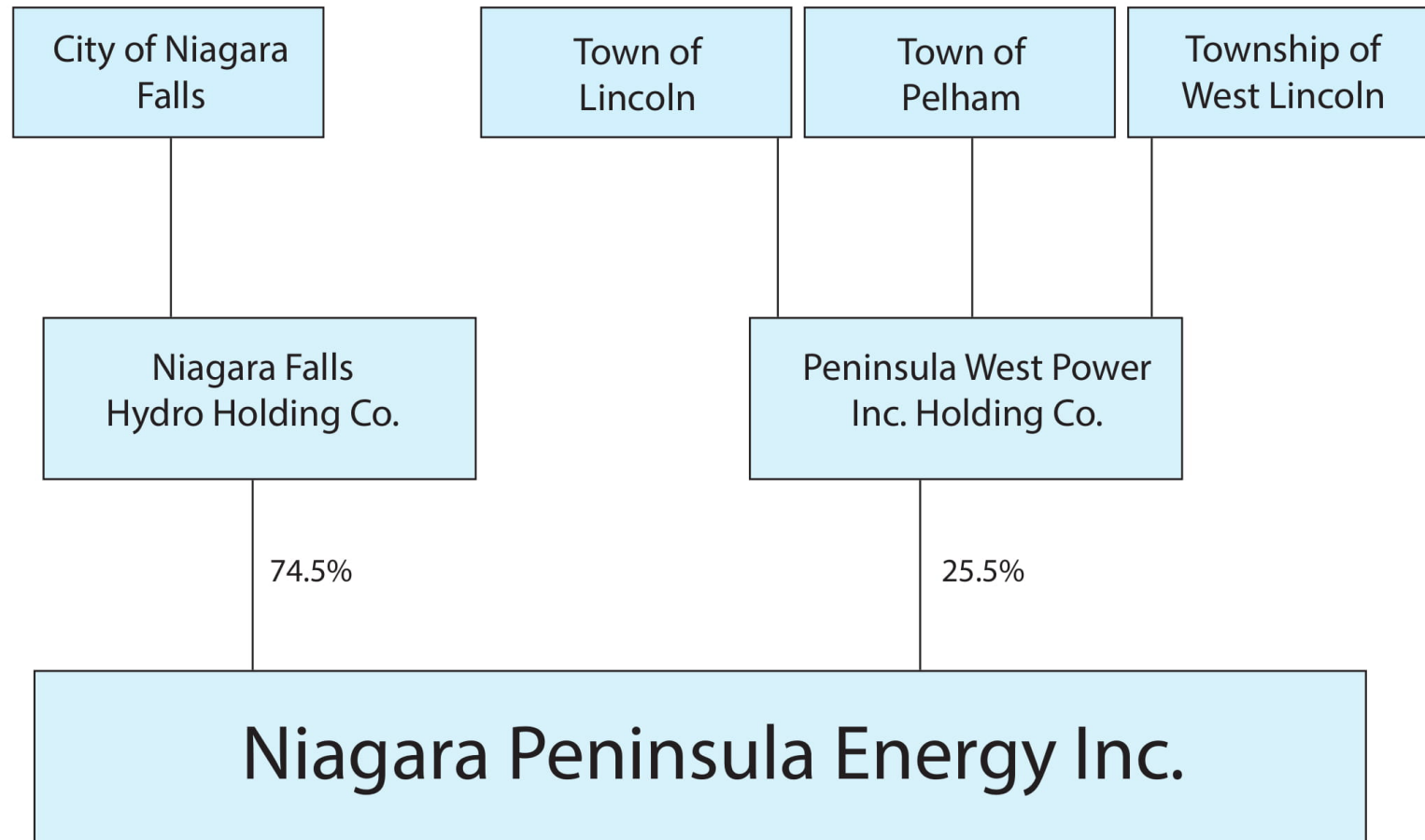
@NPEIHydro

# NPEI is an important part of our community's history

- Officially began in 1915 as Niagara Falls Hydro Commission in the City of Niagara Falls
- On January 1, 2008, Niagara Falls Hydro and Peninsula West Utilities officially merged to become Niagara Peninsula Energy Inc.
- Niagara Peninsula Energy Inc. is jointly owned by Niagara Falls Holding Corporation and Peninsula West Power Inc. Holding Corporation



# NPEI is a vital public asset locally owned by its municipal shareholders



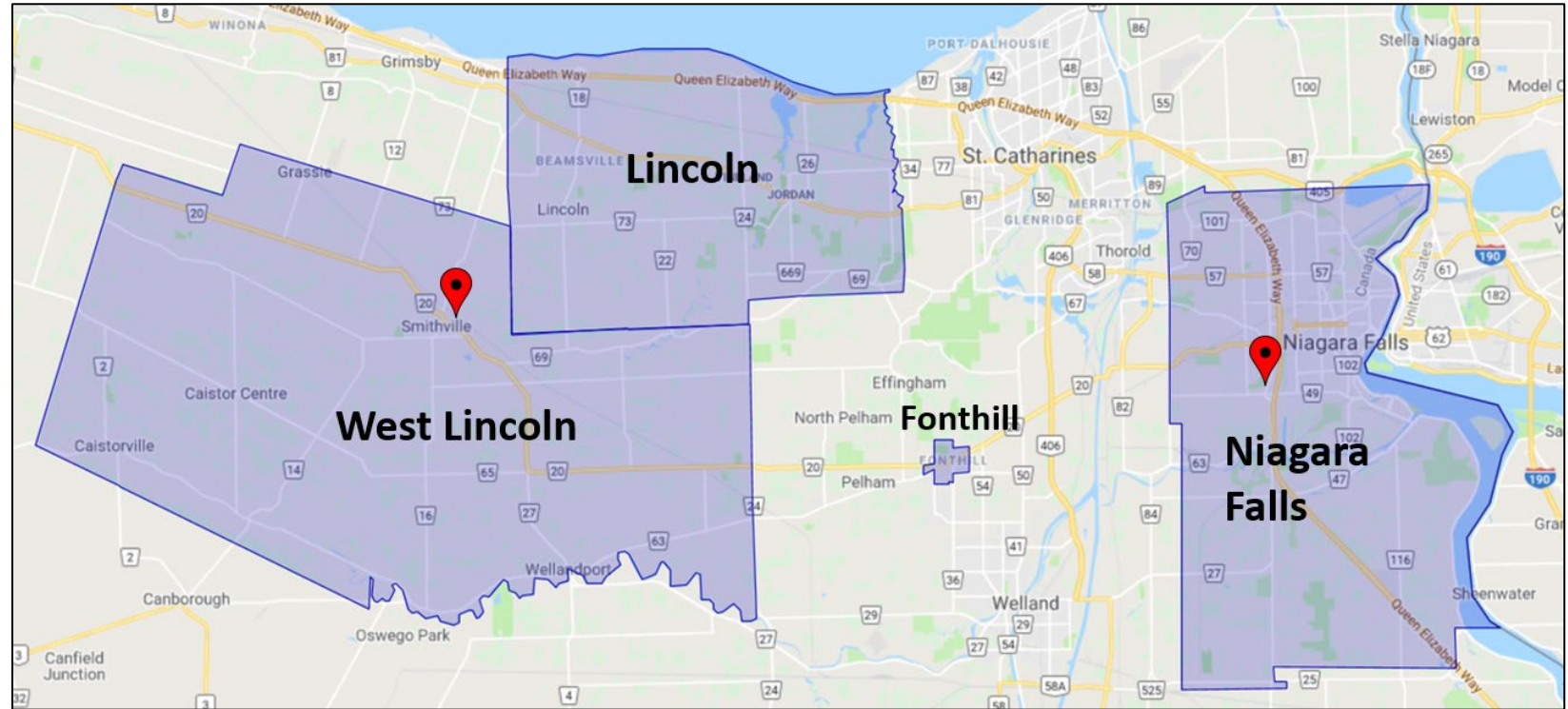


# We proudly serve four municipalities in the Niagara Peninsula


**NPEI's directors represent all municipalities within our service territory**

**Board of Directors:**

- Rocky Vacca
- Mike Strange
- Victor Pietrangelo
- Mayor Jim Diodati
- Mike Rehner
- Bob Hildebrandt
- Lynn Timmers
- Kevin Ker



 NPEI Service Territory

 NPEI Office and Service Centre

# NPEI is a high-performing LDC with OEB scores that annually exceed larger LDCs and industry targets

## 2024 OEB Distributors Scorecard

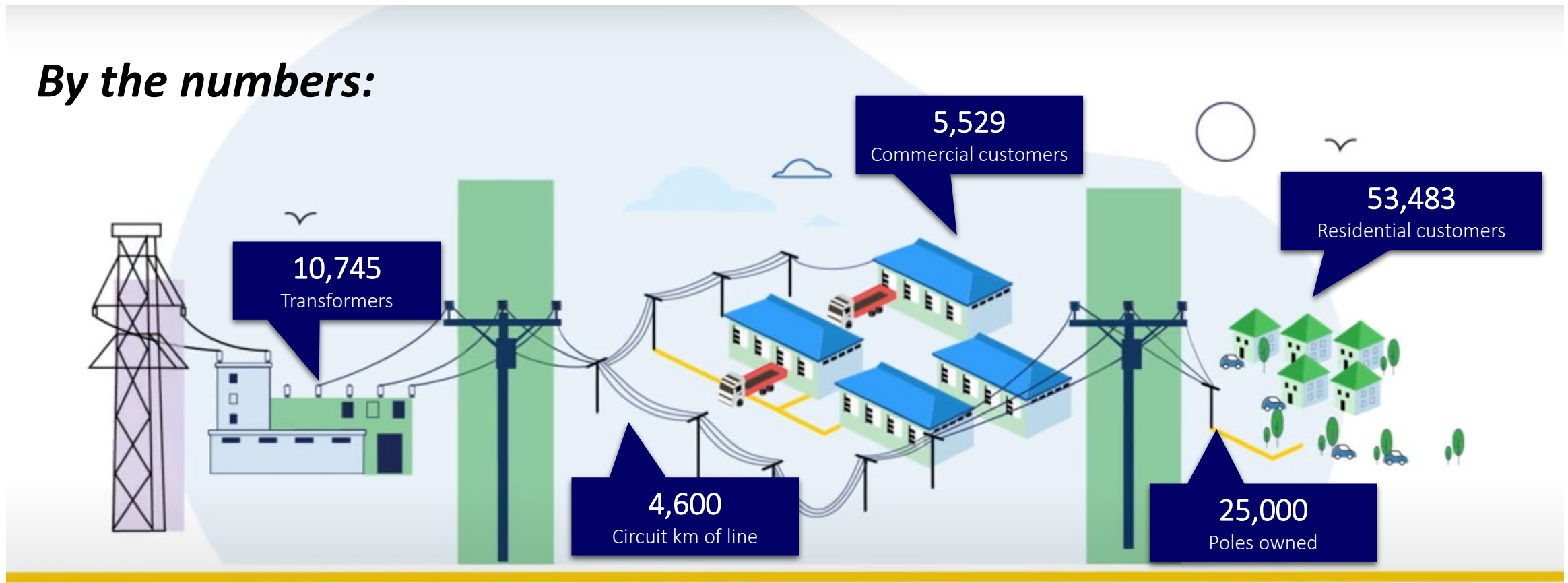
- NPEI has exceeded all OEB targets in nearly all performance categories over the past five years
- NPEI also scored highly in all other metrics, including on cost controls and financial management

Performance Category	Measure	OEB Target	NPEI 2024 Score	
Service Quality	New residential/small business services connected on time	90%	95.42%	✓
Service Quality	Scheduled appointments met on time	90%	100%	✓
Service Quality	Telephone calls answered on time	65%	81.54%	✓
Customer Satisfaction	Billing accuracy	98%	99.93%	✓
Safety	Level of compliance with Ontario Regulation 22/04	C	C	✓
System Reliability	Average number of hours that power to a customer is interrupted	<1.81	1.65	✓
System Reliability	Average number of times that power to a customer is interrupted	<1.64	1.05	✓
Connecting Renewables	New micro-embedded generation facilities connected on time	90%	100%	✓

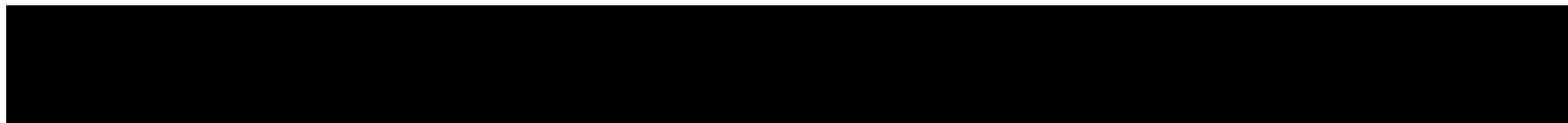
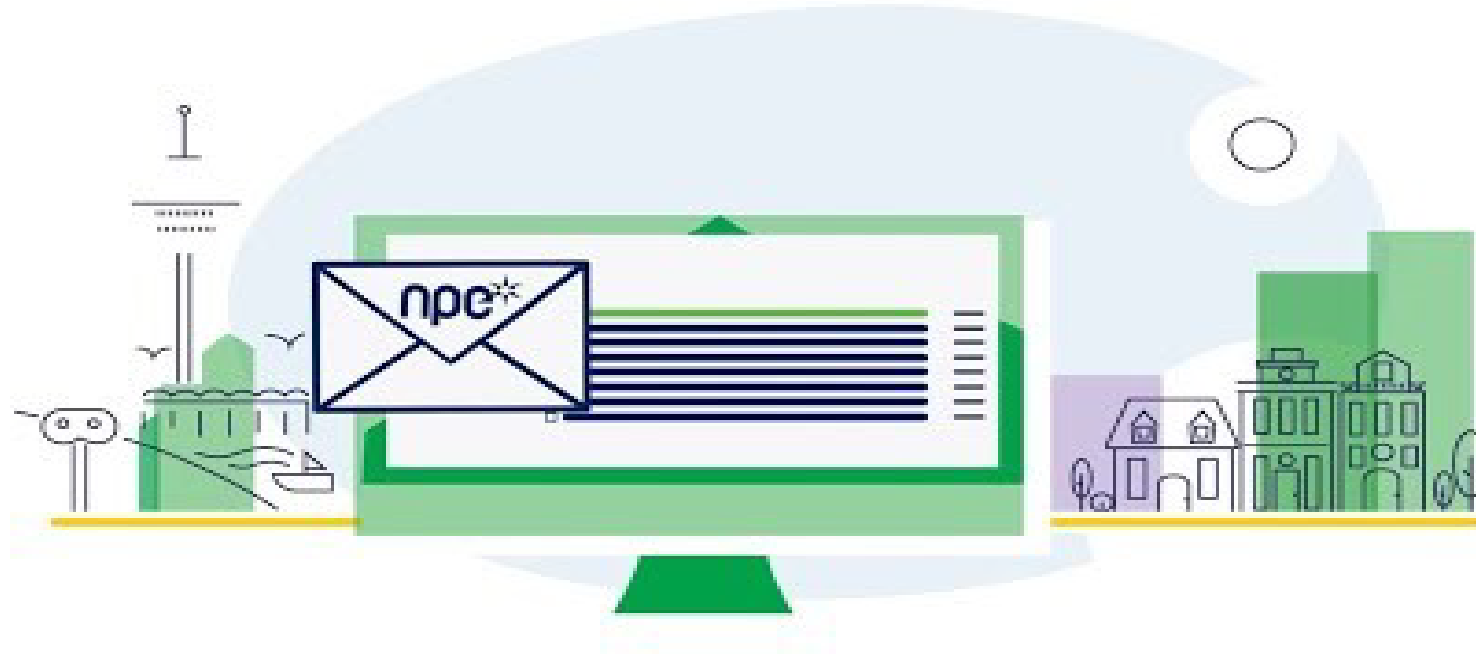


# NPEI continues to invest in critical infrastructure that powers our communities

## *By the numbers:*



# Video: Understanding your Electricity Bill: Where Does Your Money Go?



# 100% of NPEI's capital investments stay within our community

- In 2024, NPEI invested over \$15.9 million to various capital projects within NPEI's Service Territories.
- Total capital expenditures were \$87.6M from 2020 to 2024
- Some of our projects include: Customer system access, municipal line relocation and new subdivisions, distribution station rebuild and overhead rebuilds, system renewals for poles, transformers, kiosks switchgears and meters.
- These types of investments are vital to maintain a safe and reliable source of energy in our growing service territories. These investments allow our communities to grow by supporting projects such as new transformer stations, subdivisions, businesses, schools, and the new South Niagara Hospital.

Year	Total Gross Capital Expenditures
2024	15,877,220
2023	18,893,460
2022	16,440,064
2021	19,575,439
2020	16,635,922
Total in Past 5 Years	87,622,105



# 2025 West Lincoln Projects

- Regional Rd 65 PH3 – System rebuild and voltage conversion - \$760,000  
(PH1 in 2023 - \$985,000; PH2 in 2024 - \$625,000; Total projected cost for all 3 phases - \$2,370,000)
- Mud Street PH2 – Completion of line rebuild and extension - \$100,000  
(PH1 in 2024 - \$600,000; Total projected cost for 2 phases - \$700,000)
- Step Down Transformer bank replacement (2 locations) - \$250,000
- 3G to 4G meter replacement – 100 meters - \$100,000
- Pole replacement – 20 poles - \$200,000
- New subdivision connections

Overall projected capital expenditure for 2025 ~ **\$1,500,000**

**NOTE:** Future projects include extending the Spring Creek TS feeders to the west and south into West Lincoln to improve reliability and increase capacity in the Township.

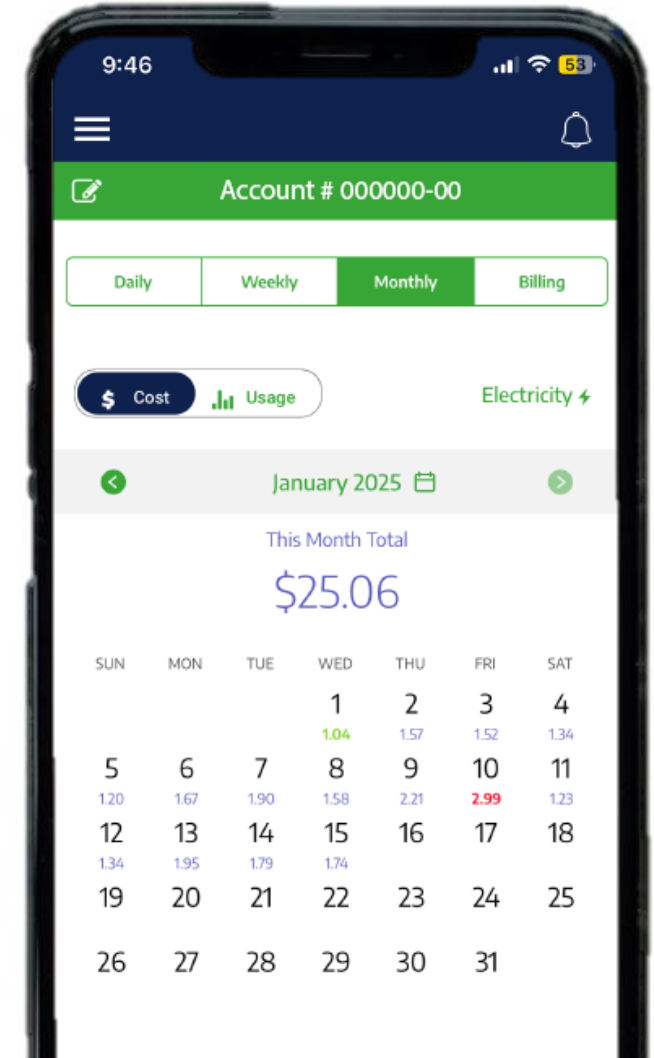
# NPEI App

The NPEI App provides customers with 24/7 access to their NPEI account including their real-time electricity usage, account balance, billing history and more!

## The mobile app allows customers to:

- Check their account balance
- View their energy usage
- Make a payment
- Compare pricing plans
- Sign up for notifications

**View Your Daily  
Energy-Usage by Kilowatt  
Hour or by Cost!**



# NPEI supports the local charities that matter most to our employees

- In 2024, NPEI contributed over **\$290,000** to the community through charitable contributions, optional employee payroll deductions, event sponsorships, scholarships, and our Low Energy Assistance program.
- NPEI employees select the e-bill campaign charity in a company-wide poll.
- NPEI's Winter 2024 e-bill campaign raised \$17,540 for local food banks.
- NPEI's Fall 2024 e-bill campaign surpassed its \$5,000 goal and raised \$43,870 for our local Humane Society.
- NPEI's employees launched a Coat Drive for Birchway Niagara in November, and a Toy Drive for Dalton's Wishes in December





# NPEI is a community-minded organization that values giving back to the localities that we serve

- NPEI participates in Chamber of Commerce events throughout our service territory, supporting local businesses and promoting collaboration within our communities.
- NPEI employees hold fundraisers and make donations to support local foundations such as United Way.
- Every year through our Local Scholarship Program we provide \$1,500 to 10 students to continue their education in Electrical Engineering, Powerline Technician, and related business studies.
- The NPEI Kids' Safety Poster Contest began during the COVID-19 pandemic to engage students about the importance of electrical safety. The contest is run every spring with a new safety theme.



**Niagara Falls Mother Earth Day**



**Chamber Business Awards**



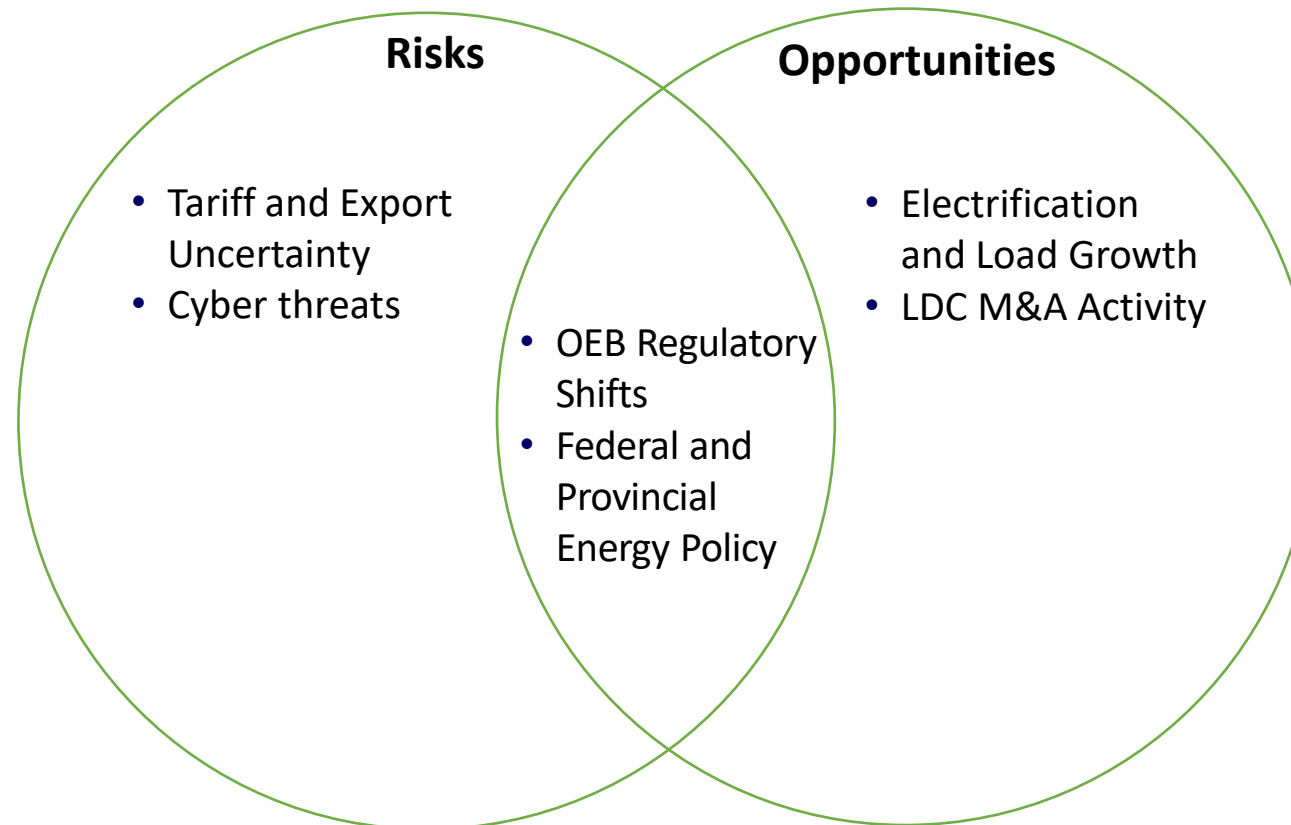
## Video: Supporting Our Communities - How Do We Help?





# Staying ahead of our risks and opportunities

NPEI is always evaluating its future opportunities and risks. Our strength lies in our strategic foresight and operational agility—ensuring we meet today’s demands while remaining prepared for tomorrow’s challenges.



# Thank You!



npei.ca



@NPEIHydro



@NPEIHydro



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

**COUNCIL MINUTES**

**MEETING NO. SEVEN**

**April 28, 2025, 6:30 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

Council: Mayor Cheryl Ganann, Chair  
Councillor Shelley Bradaric  
Councillor Mike Rehner  
Councillor Jason Trombetta  
Councillor Joann Chechalk  
Councillor Greg Maychak

Staff: Justin Paylove, Manager, Legislative Services/Clerk  
Jessica Dyson, Director, Legal and Legislative Services  
Truber McBride, CAO  
Kevin Geoghegan, IT Help Desk Analyst

Absent with regrets: Councillor William Reilly, Notification Provided

Attendees: Kathy Turner  
John Ganann  
Albert Witteveen, Regional Councillor

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**1. SINGING OF "O CANADA" – CAISTOR CENTRAL SCHOOL**

Prior to commencing with the Council meeting, Mayor Ganann will provide the following announcements:

1. The public may submit comments for matters that are on the agenda to [jpaylove@westlincoln.ca](mailto:jpaylove@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.

2. This meeting is being livestreamed as well as recorded and will be 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. OPENING PETITION - Councillor Jason Trombetta**

Councillor Trombetta read the opening petition

## **4. CHANGE IN ORDER OF ITEMS ON AGENDA**

There were no change in order of Items on Agenda

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

**NOTE:** Items for which conflicts were recently declared at Committee Meeting(s)

There were no pecuniary interest and/or Conflict of Interest

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

**NOTE:** Requests to address items on the agenda are restricted to specific items as follows per Section 6.7 of the Procedural By-law:

### **6.7 Public Comment at Council**

There shall be no comments from the public permitted at Council unless:

- (a) a specific appointment has been scheduled; or,
- (b) an item is included under the "Other Business" or "Communications" or "Appointments" section of the agenda and relates to a matter which would normally be dealt with at Committee.

Chair to inquire if there are any members of the public present who wish to address a specific item on the agenda as permitted by Section 6.7 of the Procedural By-law.

## **7. APPOINTMENTS/PRESENTATIONS**

7.1 Community Living Grimsby, Lincoln, and West Lincoln (Kathy Turner)

Re: Information request for local support

Kathy Turner, Executive Director represented Community Living Grimsby, Lincoln and West Lincoln appeared before Council and provided an overview and to raise awareness of some of the changes that are happening in the developmental sector and are requesting support for some of these changes.

**Moved By** Councillor Greg Maychak

**Seconded By** Councillor Shelley Bradaric

That, Council recognizes the work being done by "Community Living - Grimsby, Lincoln and West Lincoln" and support the organization through the changes to the developmental sector.

**Carried**

## **8. REGIONAL COUNCILLOR'S REMARKS**

Regional Councillor Albert Witteveen read from a prepared statement (attached as Schedule "B").

## **9. CONFIRMATION OF MINUTES**

### **9.1 Council Minutes**

Re: Minutes - March 24, 2025

### **CONFIDENTIAL MINUTES UNDER SEPARATE COVER**

**Moved By** Councillor Greg Maychak

**Seconded By** Councillor Joann Chechalk

1. That the minutes relating to the March 24, 2025 Council Meeting, and the recommendations contained therein, be accepted.
2. That the confidential minutes relating to the closed session portion of the March 24, 2025 Council Meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided in Section 239 of the Municipal Act.

**Carried**

9.2 Public Meeting under the Planning Act

Re: Public Meeting Minutes - April 14, 2025

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Mike Rehner

1. That the minutes relating to the April 14, 2025 Public Meetings, be accepted.

**Carried**

**10. COMMUNICATIONS**

There were no Communications.

**11. MAYOR'S REMARKS**

The Mayor read from a prepared statement, which is attached to the minutes as Schedule "A"

**12. REPORT OF COMMITTEE**

12.1 Growth and Sustainability Committee

Re: Minutes - April 14, 2025

**CONFIDENTIAL MINUTES UNDER SEPARATE COVER**

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Shelley Bradaric

1. That the minutes relating to the April 14, 2025 Growth and Sustainability Meeting, and the recommendations contained therein, be accepted; and.
2. That the confidential minutes relating to the closed session portion of the April 14, 2025 Growth and Sustainability Committee Meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided in Section 239 of the Municipal Act.

**Carried**

12.2 Corporate Services Committee

Re: Minutes - April 22, 2025

**CONFIDENTIAL MINUTES UNDER SEPARATE COVER**

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Joann Chechalk

1. That the minutes relating to the April 22, 2025 Corporate Services Committee Meeting, and the recommendations contained therein, be accepted.
2. That the confidential minutes relating to the closed session portion of the April 22, 2025 Corporate Services Committee Meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided in Section 239 of the Municipal Act.

**Carried**

12.3 Operations Committee

Re: Minutes - April 14, 2025

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Shelley Bradaric

1. That the minutes relating to the April 14, 2025 Operations Committee Meeting, and the recommendations contained therein, be accepted.

**Carried**

**13. RECONSIDERATION**

**(“Definition”)** This section is for a Member of Council to introduce a motion to reconsider action taken at this Council Meeting or the previous regular Council meeting. A motion to reconsider must be made by a Council Member who voted in the majority on the matter to be reconsidered. The Chair may rule that a motion to reconsider will be dealt with at the next following Council Meeting if for some reason it cannot be dealt with at this meeting.

#### 14. NOTICE OF MOTION TO RESCIND

**(“Definition”)** This section is for Council Members to serve notice of intent to introduce a motion to rescind action taken previously by Council. Notice served at this meeting will be for a motion to rescind at the next regular meeting.

#### 15. OTHER BUSINESS

##### 15.1 Members of Council

Re: Council Remarks

Councillor Rehner

Re: Wished Fire Chief Dennis Fisher well on his retirement

Councillor Chechalk

Re: Congratulated on Volunteer Award (Ingrid and John Sikkens)  
Kiwanis Update-bottle drive

Councillor Trombetta

Re: Wished Fire Chief, Dennis Fisher, well on his retirement  
and congratulated the New Fire Chief, Tim Hofsink and noted the  
passing of the Pope

Councillor Bradaric

Re: Report of concern if there are issues with roads (potholes)

Councillor Maychak

Re: National Volunteer Week, and thanked all volunteers

##### 15.2 Truper McBride (CAO)

Re: Appointment of Additional Acting Deputy Fire Chiefs

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Mike Rehner

**WHEREAS**, the Ontario Fire Marshall's Office (OFM), has suggested that it would be best practice to have a resolution of Council to officially name appointment(s) of Acting Deputy Fire Chief;

**AND WHEREAS**, there are no financial impacts to this action as only one person at a time can be the Acting Deputy Fire Chief and the other would carry on in their role as Captains;



**NOW THEREFORE BE IT RESOLVED**, that Senior Captain(s) Wayne Bos and Zoli Rakonjac be appointed as Acting Deputy Fire Chiefs whom shall assume all of the powers and duties as may be prescribed of the Deputy Fire Chief until such a time that a full time Deputy Fire Chief is appointed.

**Carried**

**16. NEW ITEMS OF BUSINESS**

**NOTE:** Only for items that require immediate attention/direction from Council and must first approve a motion to introduce a new item of business.

**17. CONFIDENTIAL MATTERS**

There were no Confidential Matters

**18. DISCLOSURE OF CONFIDENTIAL MATTERS**

**19. BY-LAWS**

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Greg Maychak

1. That leave be granted to introduce By-Laws 2025-17, 2025-18, 2025-19, 2025-20, 2025-21, 2025-22, 2025-23, 2025-24, 2025-25, 2025-26, 2025-27 and 2025-28 and that the same shall be considered to have been read a first, second, and third time with one reading, and are hereby adopted; and,
2. That the Mayor and Clerk be and are hereby authorized to sign and affix the Corporate Seal thereto, any rule of this Council to the contrary notwithstanding.

**Carried**

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Greg Maychak

1. That leave be granted to introduce By-Laws 2025-15 and 2025-16, and that the same shall be considered to have been read a first, second, and third time with one reading, and are hereby adopted; and,

2. That the Mayor and Clerk be and are hereby authorized to sign and affix the Corporate Seal thereto, any rule of this Council to the contrary notwithstanding.

**Carried**

19.1 BY-LAW 2025-15

A By-law to appoint a Clerk for the Township of West Lincoln (Justin Paylove).

19.2 BY-LAW 2025-16

Being a By-law to appoint a Deputy Clerk for the Corporation for the Township of West Lincoln (Jessica Dyson).

19.3 BY-LAW 2025-17

A By-law to provide for the use of Voting Machines, Voter Recorders, Elector Management System, Optical Scanning Vote Tabulators, Internet Voting Technology or other Voting Devices at Elections

19.4 BY-LAW 2025-18

A By-law to amend By-law 2025-02 Delegate Powers and Duties to Officers, To add Schedule "B", Director, Operations/Infrastructure

19.5 BY-LAW 2025-19

A By-law to amend various By-laws designated under By-law 2021-84, as amended, being a System of Administrative Penalties for Non-Parking Offences within the Township of West Lincoln

19.6 BY-LAW 2025-20

A By-law to amend Weed Inspectors By-law 2023-20, as amended for the Township of West Lincoln to add Tim Carr

19.7 BY-LAW 2025-21

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

19.8 BY-LAW 2025-22

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

19.9 BY-LAW 2025-23

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

19.10 BY-LAW 2025-24

A By-law to amend Property Standards By-law No. 98-105, as amended, of the Township of West Lincoln

19.11 BY-LAW 2025-25

A By-law to name a Private Road within the Crossings on the Twenty North Plan of Condominium Township of West Lincoln

19.12 BY-LAW 2025-26

A By-law to authorize a Site Alteration Agreement between the Corporation of the Township of West Lincoln and Sikander Gulacha and Karam Gulacha, for the lands legally described as Concession Gore A Part Lot 16 Part Lot 17 Road Allowance South Grimsby, West Lincoln, Municipally known as 3118 Grassie Road in the Township of West Lincoln.

19.13 BY-LAW 2025-27

A By-law to appoint a Fire Chief for the Corporation of the Township of West Lincoln (Tim Hofsink).

19.14 BY-LAW 2025-28

A By-law to adopt, confirm and ratify matters dealt with by Council resolution.

**20. ADJOURNMENT**

The Mayor to declare this meeting adjourned at the hour of 7:33 p.m.

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JUSTIN PAYLOVE, MANAGER,  
LEGISLATIVE SERVICES/CLERK

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MAYOR CHERYL GANANN

## **Schedule "A" to the April 28, 2025 Council Minutes**

### Mayor's Remarks- April 28/25 Council

On the day of our last Council Meeting, Director of Community and Protective Services, Cynthia Summers and I attended a morning session at Niagara Regional Police Headquarters to take part in an information session regarding body cameras. This was one of many public information opportunities provided by the NRPS to educate members of the public, senior staff members and members of various councils throughout the Region regarding their thorough investigation of the potential use of such cameras. It was both an opportunity to learn about the use of body cameras and to be able to ask questions. As a follow-up, I saw just this past week in the St. Catharines Standard, that the NRPS after a wide public consultation process has in fact made the final decision to begin to outfit their membership with body cameras.

On April 3, I was honoured to take part, along with MPP Oosterhoff in a roundtable discussion which included the Niagara Keystone Award Winners. This luncheon event held at Stanpac was a closed session, led by Keystone Awards Founder Dean French. I am very proud of the fact that among the ten named 2025 Keystone Award winners, honoured for their job creation efforts, two were West Lincoln companies - Stanpac and Big Country Raw.

I was pleased on April 4th to be able to host MPP Sam Oosterhoff, to discuss West Lincoln's main priorities. Now that the Provincial election is over, Sam spent time visiting each of the mayors in his riding to gain knowledge of the priorities of each municipality so that he is prepared to be able to offer his support during this next term of office.

April 11th saw these Council Chambers filled with just over 80 older adults who attended the West Lincoln Age-Friendly Advisory Committee's education event. The "Financial Crimes Against Seniors", presentation by 3 members of the NRPS who are tasked with dealing with Fraud/Scams occurring in Niagara, was extremely well-received by our residents. Word has spread of its value to seniors and additionally, the overall success of the event and as a result, plans are being formulated for this to be replicated in some of our neighbouring Niagara municipalities. Additionally this past month, the Age-Friendly Advisory Committee has produced a brochure that is being circulated throughout our community. It includes a quick and easily to read information guide to services and emergency numbers that might prove useful for older adults.

Also on April 11th, CAO McBride and his wife, Jen and John and I attended the annual West Lincoln Fire Department Dinner and Awards Celebration that was held at the Caistor Community Centre, better known to most of us as the Abingdon Hall.

The CAO and I were each pleased to be able to say a few words thanking the Firefighters for their dedication to serving our municipality, welcome the many new recruits on the department and additionally acknowledge that event as being the last for Fire Chief Dennis Fisher and thank him for his service.

Friday, April 18th, I was happy to attend the Easter Fest activities provided by our Recreation staff. There were hundreds of families - grandparents, parents and children of varying ages all out to enjoy the early Spring day and the activities that were provided. Thank you to all staff involved in organizing this Good Friday morning event and also thank you to the West Lincoln Firefighters who were also on hand to the delight of residents of all ages.

As our Community Centre also provided a site for the Federal Election Advance polls over the Easter weekend, it was great to see so many residents taking advantage of that opportunity. Once again, I thank our staff for facilitating the use of our Community Centre for both the Advance polls and Election Day

voting to occur. Many residents were extremely disappointed that they did not have the opportunity to vote in West Lincoln during the recent Provincial election. The comments that I received this time were all extremely favourable regarding this change.

On April 16, CAO Truper McBride and I attended Lincoln Mayor Sandra Easton's State of the Town address. It is always interesting to hear what Mayor Easton has to say as they, in Lincoln, are about 15-20 years ahead of West Lincoln in terms of their residential, commercial and industrial growth. These annual breakfast/luncheon engagements in each municipality provide excellent networking opportunities for all who are present.

Although Earth Day was officially April 22nd, it was not until Saturday, April 26th, that members of the Mayor's Youth Advisory Committee or MYAC as they are called, gave up their Saturday morning to join Executive Assistant Jacquie Thrower and myself to clean up all of the park areas surrounding our Community Centre. Their hard work amounting to about 8 large-sized black garbage bags was rewarded with lunch in the Community Centre.

Sunday, April 27 marked the start of preparing cookies for the Smile Cookie Campaign at our local Tim Hortons. I spent 3 hours yesterday decorating cookies as once again this year, the profit from the Smile Cookie Campaign goes to our very own West Lincoln Community Care. Last year, just over \$25,000 was donated back to our local charity, so I encourage you to buy lots of Smile Cookies, eat lots of Smile cookies and if you have some time to help decorate, reach out to West Lincoln Community Care to volunteer to help out. I believe that there are still a few unfilled time slots. The actual campaign started this morning at 6:00 am and runs until end of day, Sunday, May 4th.

Finally, just a reminder that our flags were flown at half mast today to recognize and honour those who have been seriously injured or who have lost their lives in workplace accidents. April 28th of each year is recognized as being Canada's National Day of Mourning. On this day, we not only remember workers who have died, were injured or became ill from their job but we, across our nation, are tasked with renewing our commitment to protecting workers and preventing further workplace tragedies.

**Schedule "B" to the April 28, 2025 Council Minutes**

Regional Councillors Report: April 28, 2025

Good evening Mayor, members of Council, staff and the public. I would like to start with a couple of updates on the Wastemangement file. We received a report on the 2024 illegal dumping throughout the Niagara Region. In 2024 there was 1,027 incidents of illegal dumping were investigated. 32 were reported by local municipal staff, 720 were reported via Waste info hotline and 275 were identified through proactive monitoring by staff. A large percentage of these issues were in public spaces and curbside receptacles where household garbage was disposed at or on these locations. In West Lincoln we had a total of 20 reports in 2024. Our reports came from illegal dumping on our rural roads. Since the new year the Provincial government has decided with producers that they will no longer be collecting non-eligible sources. This means those that are not part of the residential collection program will not have their material collected. The staff have lobbied to continue this program to service BIA's, downtown areas. There is still much dissatisfaction with this moving forward. Staff are willing to come out to explain in detail what this decision means to our local business community as per requested by Councils. This has been very frustrating as for many decades we have been working to divert recyclables out of landfills.

On the Public Health file, we received an update on the Physician recruitment. The State of Primary Care in Niagara welcomed 26 new physicians in 2024 marking a record year for recruitment. 7 more will start in Q1/Q2, 2025. There are 31 physicians currently accepting patients. the highest number at one time on the Niagara Regions Find a Doctor page. As the population grows the team continues to work to meet the demand. On going challenges are that 14% of the current physicians are over 65 and nearing retirement. Expansion of medical school seats and strengthen partnerships with municipalities, clinics, and post secondary institutions. Great success has been achieve through International Recruitment efforts. 60% of new physicians have been recruited from the UK. The team continues to work on all fronts to make sure the residences of Niagara have access to primary care in this competitive atmosphere.

On the local events, I had the opportunity to attend the Niagara Christian Gleaners annual fundraiser late last month. The Niagara Regional Chair also had his annual state of the Regions addressed. West Lincoln Chamber show cased our local business through a video. Many were concerned with the uncertainty of business with the US through new tariffs creating uncertainty. Niagara Region and Chambers are working hand in hand to help in these matters. It was great to see our US partners



at this event as well so we could reassure each other of our committed partnerships of the past and present. I also had the opportunity to attend the lifetime achievement event held at Twenty Valley golf club for our resident John Sikkens for his many years of volunteerism in agriculture as well as our community.

And this is my report this month if any councillors have any questions on my report I will gladly answer them to the best of my abilities.

Thank-you,

Albert Witteveen



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

**May 12, 2025, 6:30 p.m.**

**Township Administration Building**  
**318 Canborough Street, Smithville, Ontario**

Council:                      Councillor Joann Chechalk, Chair  
                                     Councillor Shelley Bradaric  
                                     Councillor Jason Trombetta  
                                     Councillor Mike Rehner  
                                     Councillor William Reilly  
                                     Councillor Greg Maychak

Staff:                              Jessica Dyson, Director, Legal and Legislative Services  
                                     Gerrit Boerema, Director, Growth and Sustainability  
                                     Justin Paylove, Manager, Legislative Services/Clerk  
                                     Kevin Geoghegan, IT Help Desk Analyst  
                                     Truper McBride, CAO  
                                     Mike DiPaola, Director, Infrastructure

Absent with regrets:        Mayor Cheryl Ganann, Notification Provided

Attendees                      Albert Witteveen  
                                     Beverley Johnson  
                                     David Castellan  
                                     Joan Packham  
                                     Sandra Goodale  
                                     Elizabeth Comfort  
                                     Wayne Young  
                                     Diane Young  
                                     Keith Bousfield  
                                     Lyse McMaster  
                                     Rhonda McMillan  
                                     Bonnie McMillan  
                                     Deb Meindersma  
                                     Nancy Neville

Gord Szaszi  
Jody Couture  
LeeAnna Van Iperen  
Jesta Klemendorf  
Rodger Vaughan  
Kathy Whybourne  
Nick Yamich  
Zamima Khan

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4426 Regional Road 20, Lofcore Ltd. (Consultant-Agent), 1806018 Ontario Inc. (Linde Truck and Trailer) (Owner/Applicant) File: 1601-014-24

**1. Application for Zoning By-law Amendment**

The Chair advised that this public meeting was being held in accordance with the Municipal Act S.O. 2001, Chapter 25 and Township Procedural By-Law and the Township of West Lincoln Site Alteration By-Law to consider a request for a Zoning By-law Amendment.

**EXPLANATION OF THE PURPOSE AND EFFECT OF THE APPLICATION:**

The intent of the Zoning By-law application is to permit an expansion of 492 square metres to the existing truck and vehicle repair service shop and outdoor storage in the front yard.

The Zoning By-law amendment seeks to rezone the current sit specific Agricultural related (AR-31) zone with a new site specific zone to remove the provision of the maximum number of 6 vehicles available for retail sale, reduce the minimum front yard setback, and increase the accessory lot coverage.

**2. Purpose of the Public Meeting**

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

The Chair stated that the purpose of this Public Meeting is to receive comments and answer questions from the public regarding the Zoning By-law Amendment.

The Chair further stated that no decision has been made on the proposed application and any comments received will be taken into account by the Growth and Sustainability Committee in their consideration.

**3. Public Meeting**

The Chair inquired to the Manager, Legal and Legislative Services/Clerk, Justin Paylove, about the methods and dates by which notice of the public meeting was given.

In response to the Chair's inquiry, Manager, Legislative Services/Clerk, Justin Paylove, explained the dates in which proper notice was given.

The Chair inquired to the Director of Growth and Sustainability, Gerrit Boerema, to explain the purpose and reason for the proposed Zoning By-law amendment application.

In response to the inquiry from the Chair, Director of Growth and Sustainability, Gerrit Boerema, explained the purpose and reason for the proposed Zoning By-law Amendment.

The Chair asked if the applicant or their authorized agent were present to speak to the application.

The agents was present but did not provide any comments.

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

Albert Witteveen

Albert Witteveen commented that the application was supported from an agricultural perspective as the business services trucks for many local agricultural business.

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

Councillor Rehner inquired to the Director of Growth and Sustainability if he had any concerns with this application.

In response to Councillor Rehner, the Director, Growth and Sustainability Gerrit Boerema explained that the Growth and Sustainability committee had no

concerns with this application at this time, however, the planning review has not yet been completed.

The Chair stated that an Information Report was being considered by Council, as part of this evening's Committee meeting and that a recommendation report will be forthcoming to a future Committee and/or Council Meeting. The Chair advised that once Committee and/or Council has made a decision with respect to the Zoning By-law Amendment application and if approved by Council, a notice of its passing will be circulated with an appeal period. The Chair stated that if there was anyone who wished to be notified of Council's decision, they should email the Director of Legislative Services/Clerk, Justin Paylove, at [jpaylove@westlincoln.ca](mailto:jpaylove@westlincoln.ca).

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

#### **4. Adjournment**

The Chair declared the meeting adjourned at 6:44 p.m.

Legion Villa (171) Mill Street), Quartek Group Inc. (Consultant-Agent) on behalf of Branch 393 Royal Canadian Legion Senior Citizens Complex, Legion Villa (owner/applicant) File NO. 1601-003-25

#### **5. Application for Zoning By-law Amendment**

The Chair advised that this public meeting was being held in accordance with the Municipal Act S.O. 2001, Chapter 25 and Township Procedural By-Law and the Township of West Lincoln to consider a request for a Zoning By-law Amendment.

##### **EXPLANATION OF THE PURPOSE AND EFFECT OF THE APPLICATION:**

The intent of the zoning by-law amendment application is to permit a 6-storey, 52 unit apartment dwelling intended to provide senior housing to supplement the existing 32 apartment dwelling units provided by the existing 2-storey building located on 171 Mill Street.

The zoning by-law amendment seeks to rezone the site specific institutional I-19 that currently permits a maximum of 32 apartment dwelling units, and a minimum of 45 metres of front yard depth with a new Institutional sit specific zone to permit an additional 52 units and six storeys, while maintaining the Environmental Protection zone for the Twenty Mile Creek.

## **6. Purpose of the Public Meeting**

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

The Chair stated that the purpose of this Public Meeting is to receive comments and answer questions from the public regarding the Zoning By-law Amendment.

The Chair further stated that no decision has been made on the proposed application and any comments received will be taken into account by the Growth and Sustainability Committee in their consideration.

## **7. Public Meeting**

The Chair inquired to the Manager, Legal and Legislative Services/Clerk, Justin Paylove, about the methods and dates by which notice of the public meeting was given.

In response to the Chair's inquiry, Manager, Legislative Services/Clerk, Justin Paylove, explained the methods in which proper notice was given.

The Chair inquired to the Director of Growth and Sustainability, Gerrit Boerema, to explain the purpose and reason for the proposed Zoning By-law Amendment.

In response to the inquiry from the Chair, Director of Growth and Sustainability, Gerrit Boerema, explained the purpose and reason for the proposed Zoning By-law Amendment.

The Chair asked if the applicant or their authorized agent were present to speak to the application.

Nick Yamich Architect, Quartek Group Inc. and Zamima Khan, Intern Urban Planner, Quarteck Group Inc.

Mr. Yamich and Ms. Khan presented an overview on the proposed development at 161/171 Mill Street to facilitate a 6 storey, 52 unit apartment dwelling for the seniors. The presenters noted its a joint senior's affordable housing project between the Legion Villa and Niagara Region.

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

Kathy Whybourne

Kathy Whybourne had a question in regards to what sufficient parking meant, and if these units are geared to income.

In response to the question raised, the Director, Growth and Sustainability Gerrit Boerema explained that the required parking spaces as indicated in our zoning bylaw is one space per two units.

In response to the question regarding unit types. Gord Szaszi advised that these are social, low income housing units only.

Allan Packham

Allan Packham noted he was born and raised in West Lincoln, but now resides in Hamilton, but would like to move back into the Legion Villa. He raised concerns regarding the aesthetics of the Legion Villa, believed that the aesthetics being proposed will destroy the aesthetics already provided.

The Chair asked a question on the duration of the construction of the apartment building.

In response to the Chair's concern, Mr. Yamich explained it will take approximately 18-24 months after ground breaking for occupancy.

LeeAnna Van Iperan

LeeAnna Van Iperan lives on the opposite side of the creek and noted concerns in regards to the privacy of her property and surrounding properties. She also noted that parking will not be sufficient when there is a parking issue in town already. She also noted that with the weather that we have been having in the last few years, flooding in the area has increase. She also inquired if the Fire Department will be able to accommodate a six storey building.

In response to Ms. Van Iperans concerns, the Director of Growth and Sustainability explained that the Niagara Peninsula Conservation Authority provided comments that they have no objections to the proposal as it is outside

of the flood plane. He also reiterated that the Fire Department has completed inspections of the property and feel they have the equipment to accommodate this proposal, with that being said the proposed building will be equipped with a fire sprinkler system. The requirements for parking are being complied with as per the Zoning By-law.

Ms. Khan, Quartek, responded to Ms. Van Iperans concerns in regards to privacy, that the north and south of the building does not have that many windows. She also noted that with the parking there is one spot per dwelling 0.5 per unit. She noted they will be working with their Engineering Department and the Township regarding regulations for maintaining water levels on site in storms as there will be storage chambers on the site which control the flow of storm water.

Lyse McMaster

Lyse McMaster expressed her concerns on how they propose to control the water flow, and also noted the traffic will be heavier, she also noted concerns with the mess of the construction for 2 years.

LeeAnna Van Iperan

LeeAnna Van Iperan expressed more concerns regarding the flooding and if the report they are referring to was from 3 years ago. She further noted parking is a main concern and there is no transit for the seniors.

Kathy Whybourne

Kathy Whybourne expressed more concerns regarding parking. She stated the township plan permits only a 5 storey unit, and why is the township not sticking to the plan.

Gord Szaszi, Region of Niagara, Housing Services Department

In response to some of the questions, Gord Szaszi explained the flooding mitigation and the meetings were held with the Township planning staff and the Niagara Peninsula Conservation Authority. He also noted that the parking with the new development is 114 units total between the two properties and the proposed parking is 125 spaces. He stated the buildings are designed to provide safety in event of fire and other extreme conditions.

Allan Packham

Allan Packham had more concerns during construction and wanted to know where the tenants are proposed to park.



Gord Szaszi, Region of Niagara, Housing Services Department

In response to Mr. Packham, Gord Szaszi explained that there's enough space on site to provide parking for residents and maintain separate access for construction and contractors.

Bonnie McMillan

Bonnie McMillan resident of West Lincoln, expressed her concerns about parking when visiting her mother at Legion Villa and visitors when the proposed building is completed will there be enough parking.

In response to Ms. McMillan's concerns the Director of Growth and Sustainability Gerrit Boerema, explained that the requirements of the by-law are being met. He stated before the recommendation report goes forward, the Township will meet with the Legion and survey some of their current residents to see what their parking needs are to determine if more parking spaces are warranted.

Albert Witteveen

Albert Witteveen had a question regarding what would trigger a traffic study with it being a proposed seniors complex, and noted that the community have specific concerns regarding parking. He further noted as Regional Chair for the residents of West Lincoln he is happy to see that housing expanding in our communities for our seniors.

In response to Mr. Witteveen's concerns, the Director of Growth and Sustainability, Gerrit Boerema explained that he didn't believe that one was warranted or requested in this case, however will verify this information.

The Chair inquired if the Region had been circulated regarding the proposal.

The Director, Growth and Sustainability, Gerrit Boerema, stated this proposal had been circulated but as of April 1st the region no longer has any planning authority so they will not be providing any comments on planning matters.

Allan Packham

Allan Packham had another question regarding how will the residents get through the parking lot through the construction zone.

The Chair asked if any Members of the Committee had any oral or written submissions on the Zoning By-law Amendment. The Chair advised that this may be the only Public Meeting being held with respect to this application; therefore, he noted that if any Members of the Committee has any comments they should

state them now as the Ontario Land Tribunal (OLT) may not consider comments made during any other Council and/or Committee meetings.

Councillor Rehner inquired how many proposals have gone through this committee and have been accepted for six stories, and he also noted that through the presentation, the frontage for the proposal going from 30 metres to 0 metres.

In response to Councillor Rehner, the Director of Growth and Sustainability, Gerrit Boerema explained that only one six story building has been brought to committee, but he noted that while working with the Legion Administration ensured that they had an established easement that comes from Mill Street to give them access through 161 Mill Street to ensure that they have proper emergency access to Regional Road 20 and there is an existing right-of-way easement that goes directly north of 171 Mil Street to Regional Road 20.

Councillor Bradaric had a question in regards to the waiting list, and if it was still a 10 year waiting period.

In response to Councilor Bradaric, Gord Szaszi explained that with this new proposal it could be 8 to 10 years.

Councillor Maychack had concerns regarding the construction, noise and wanted to ensure safe entry and exit or egress for the residents.

In response to Councillor Maychak, Gord Szaszi explained that the constructor's staff has to be able to provide access through the construction site safe access for existing tenants. He noted that the contractor should be in constant communication with the existing tenants on site to let them know what to expect and to provide scheduling updates to tenants to let them know when major activities are happening on site.

Councillor Reilly, inquired to the Director of Growth and Sustainability, Gerrit Boerema in regards to the drainage and noted the comments that came from the Fire Department regarding a second ladder truck.

Councillor Trombetta, commented that he was not a fan of going outside our official plan, he noted he would like to see building be built out not up. However, he noted he would like to see aging residents stay in West Lincoln, instead of being forced to leave.

Councillor Chechalk, inquired to the Director of Growth and Sustainability, Gerrit Boerema with concerns to the setback from the creek of 30 meters.

In response to Councillor Chechalk, the Director of Growth and Sustainability, Gerrit Boerema explained that this proposal was circulated to the conservation authority and they have no objections to the zoning amendment.

Councillor Chechalk, questioned if the creek can be dredged and cleared to eliminate some of the debris. She was also noted concerns in regards to the building and persons per square foot or persons per occupancy per unit..

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

## **8. Adjournment**

The Chair declared the meeting adjourned at 7:56 p.m.

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JUSTIN PAYLOVE, MANAGER,  
LEGISLATIVE SERVICES/CLERK

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COUNCILLOR JOANN  
CHECHALK, CHAIR

April 24, 2025

Mayor and Council  
318 Canborough St  
Smithville, ON  
L0R 2A0

Dear Mayor Ganann and Council,

I am pleased to present the General Manager's Annual Report for Niagara Transit for 2024. This annual report reflects our achievements and the challenges we faced in our second year of operation, as well as providing key performance indicators (KPIs) we measure our service by.

Additionally, I have also provided the 2025 Q1 statistics from our commingled services, as we will be providing this data to our Board, Regional Council, and local municipalities on an ongoing basis moving forward. The improvements in our commingled metrics reflect the intensive work staff have done with our contractor and the changes that were implemented at the beginning of 2025.

Thank you for your ongoing support of transit. Together we're continuing to create a truly connected, barrier free Niagara.

Sincerely,



Carla Stout  
General Manager, Niagara Transit

# Overall NT+ Service Metrics - 2025 (Q1)

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

94,330

Number of Trips

83,628

Number of Accessible Trips

12,989

Number of Micro Trips with an Accessibility Device

1,239

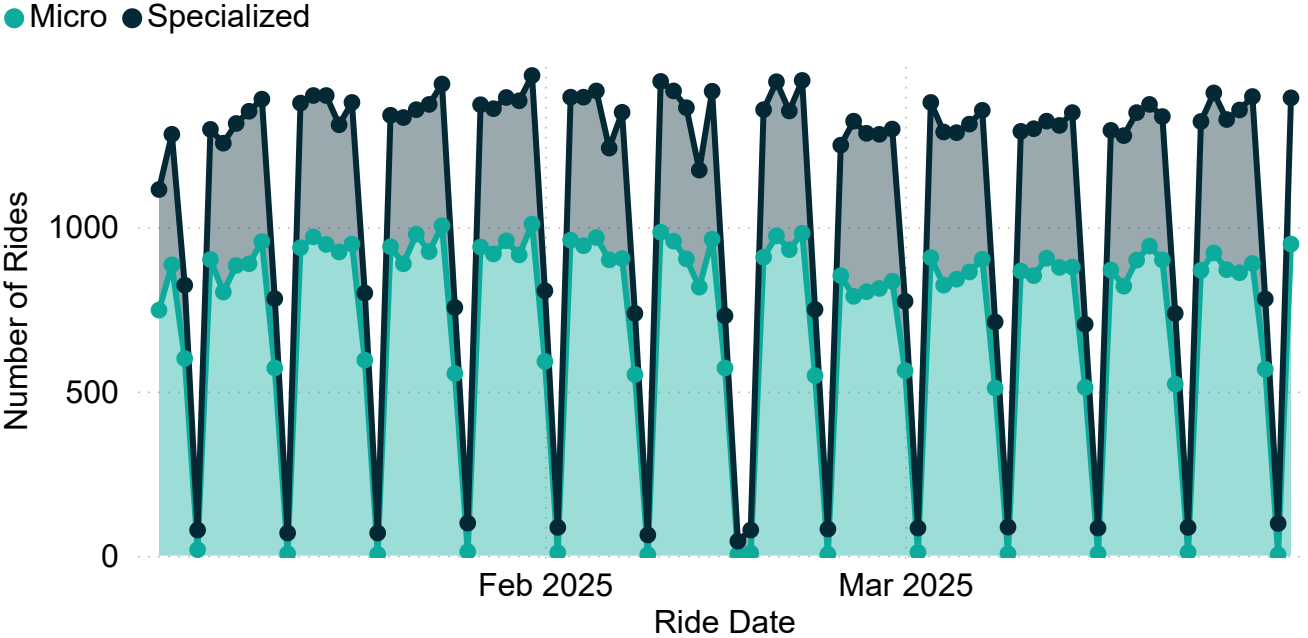
Average Direct Distance (km)

8.78

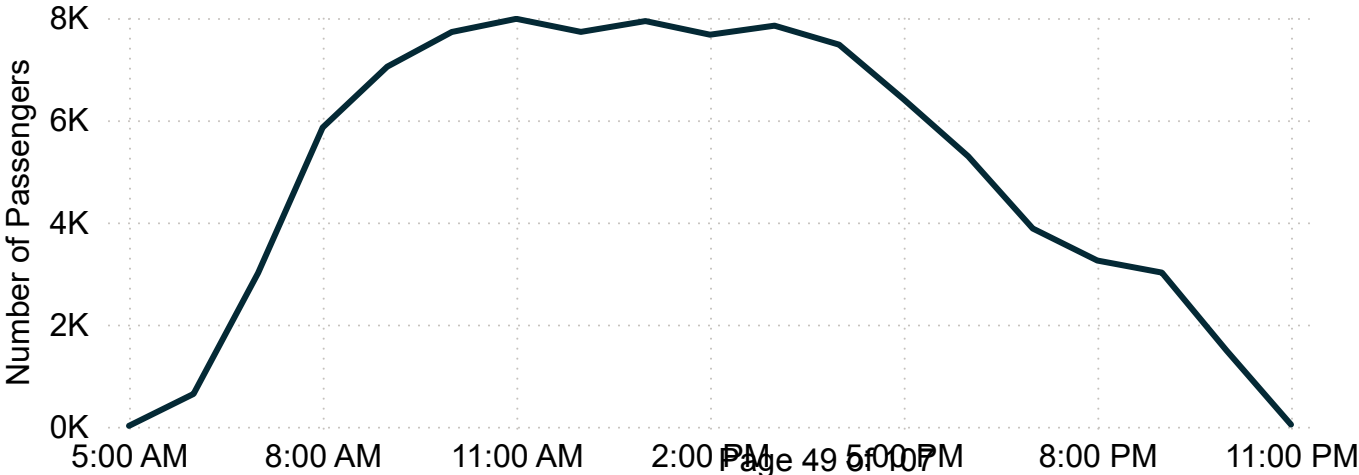
Average Time On-Board (min)

17.27

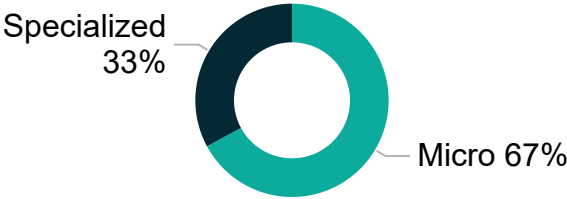
## Daily Ridership



## Peak Hours



## Service Type



## Trip Type



## Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	2934	10826	13760
App	34580	31190	65770
Subscription	1	4097	4098
Total	37515	46113	83628

# Overall NT+ In-House Service Metrics - 2025 (Q1)

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers  
**23,474**

Number of Trips  
**20,175**

Number of Accessible Trips  
**8,284**

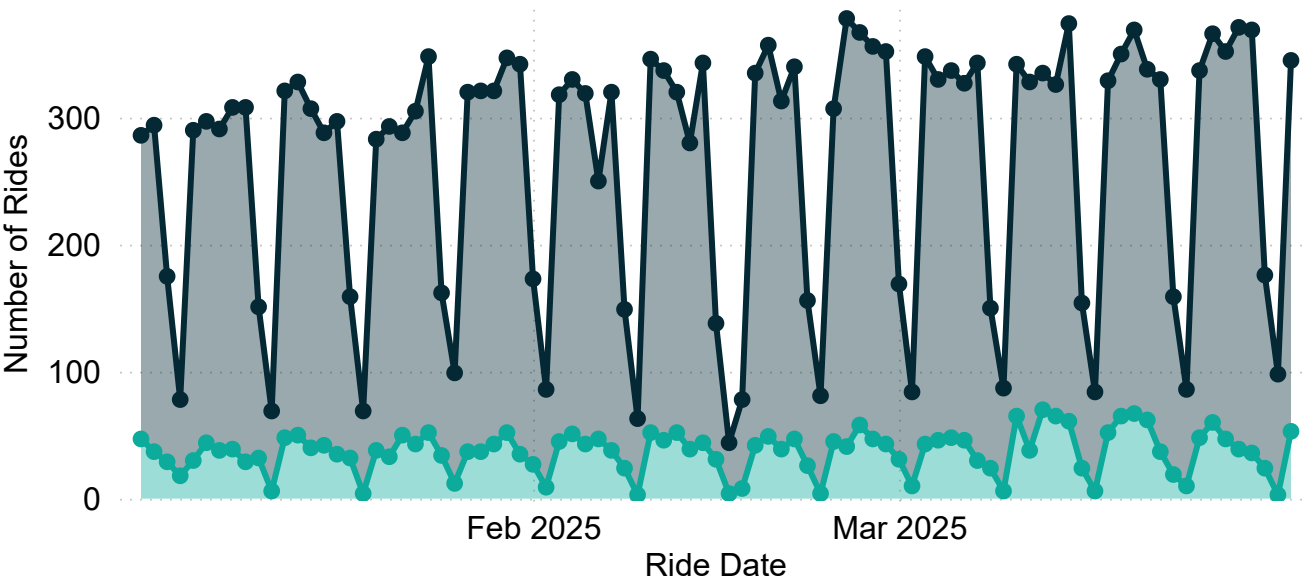
Number of Micro Trips with an Accessibility Device  
**109**

Average Direct Distance (km)  
**4.66**

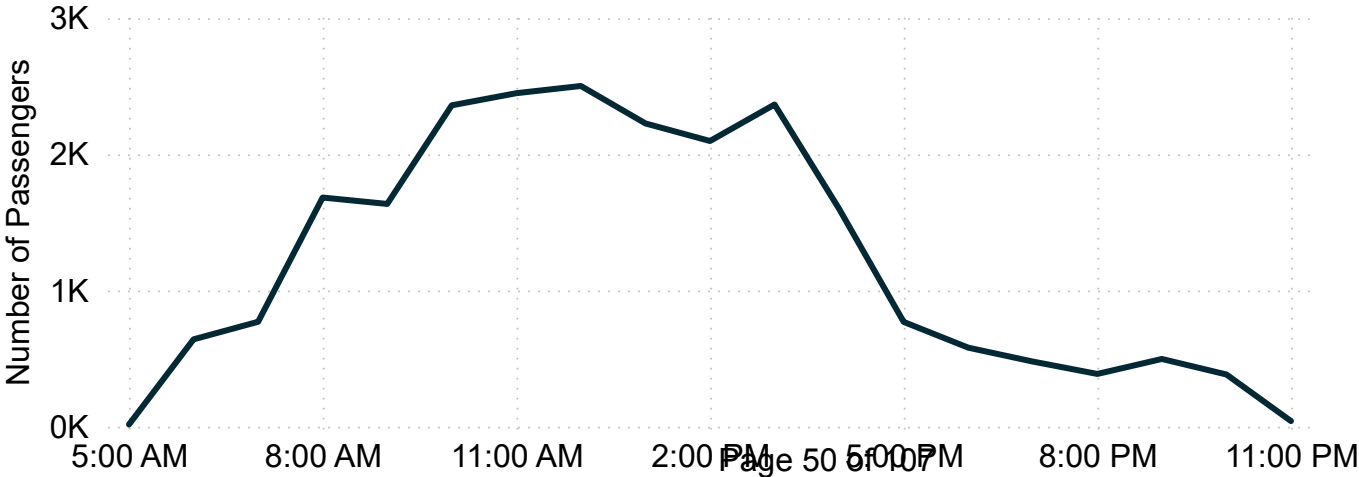
Average Time On-Board (min)  
**16.79**

## Daily Ridership

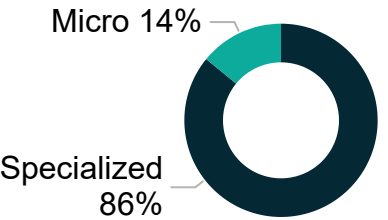
● Micro ● Specialized



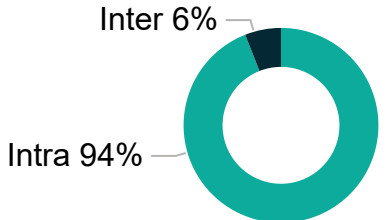
## Peak Hours



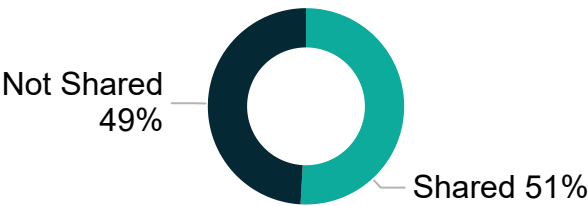
## Service Type



## Trip Type



## Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	1164	6983	8147
App	3148	7752	10900
Subscription		1128	1128
Total	4312	15863	20175

# Overall NT+ In-House 2025 (Q1) Service Metrics - Niagara Falls

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

6,406

Number of Trips

5,602

Number of Accessible  
Trips

1,981

Number of Micro Trips with  
an Accessibility Device

(Blank)

Average Direct Distance  
(km)

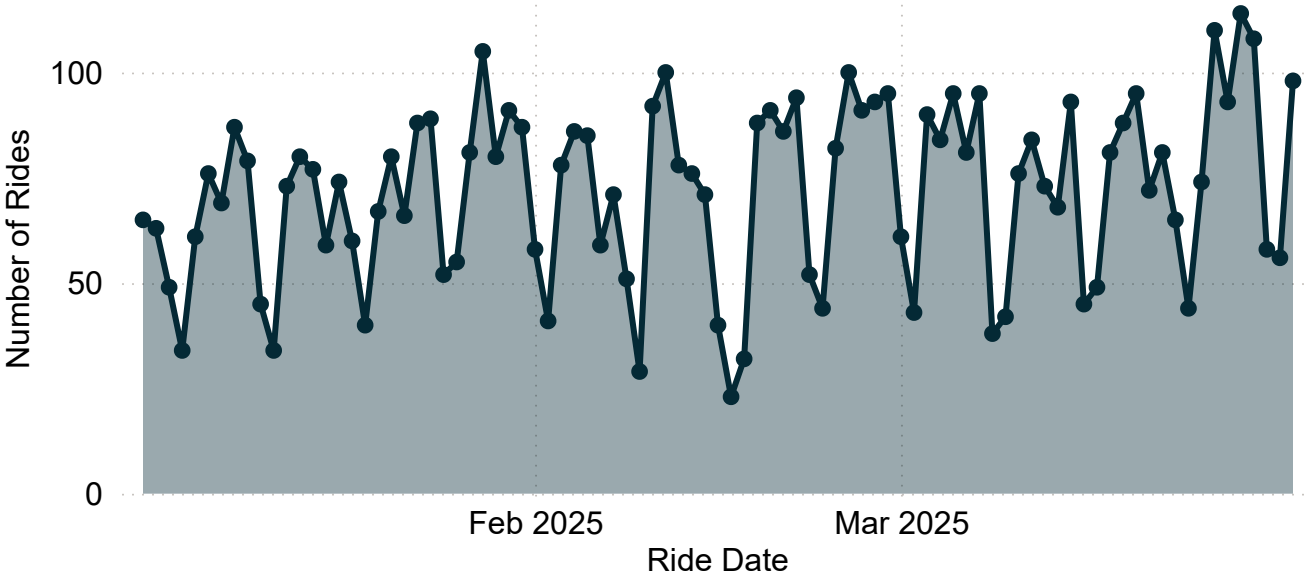
4.55

Average Time On-Board  
(min)

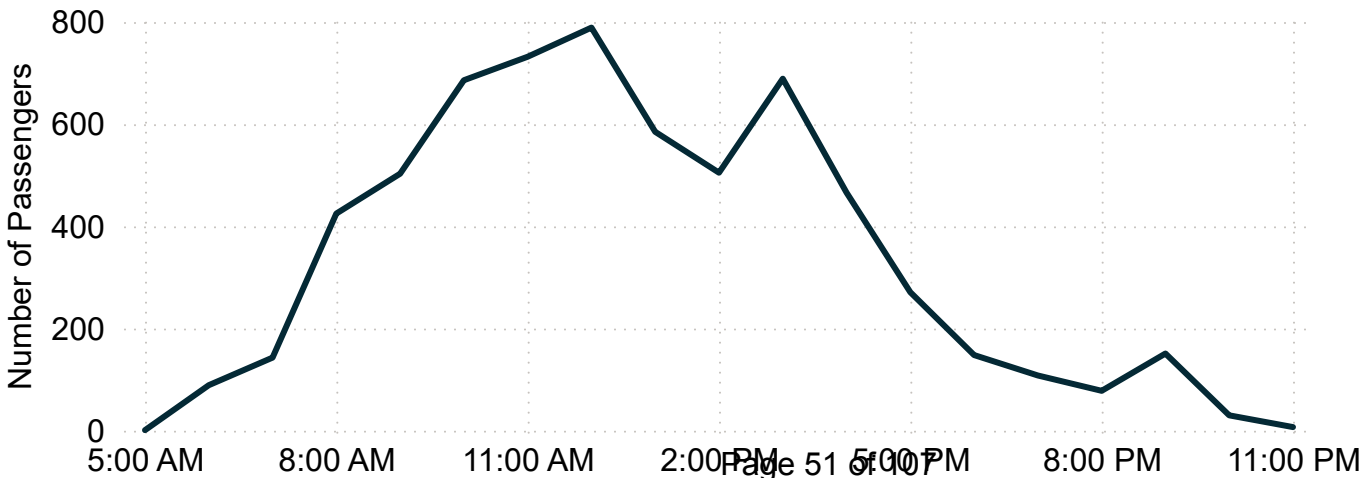
16.91

## Daily Ridership

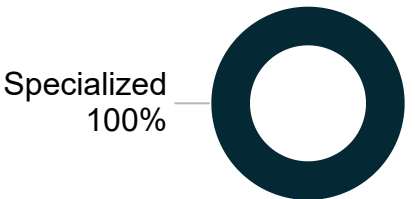
● Specialized



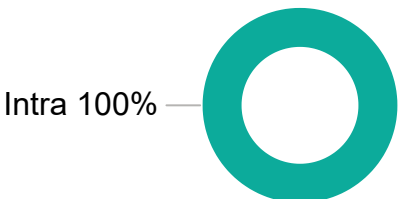
## Peak Hours



## Service Type



## Trip Type



## Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	514	2119	2633
App	442	1400	1842
Subscription		1127	1127
Total	956	4646	5602



# Overall NT+ In-House 2025 (Q1) Service Metrics - St. Catharines

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

9,402

Number of Trips

7,702

Number of Accessible  
Trips

3,733

Number of Micro Trips with  
an Accessibility Device

(Blank)

Average Direct Distance  
(km)

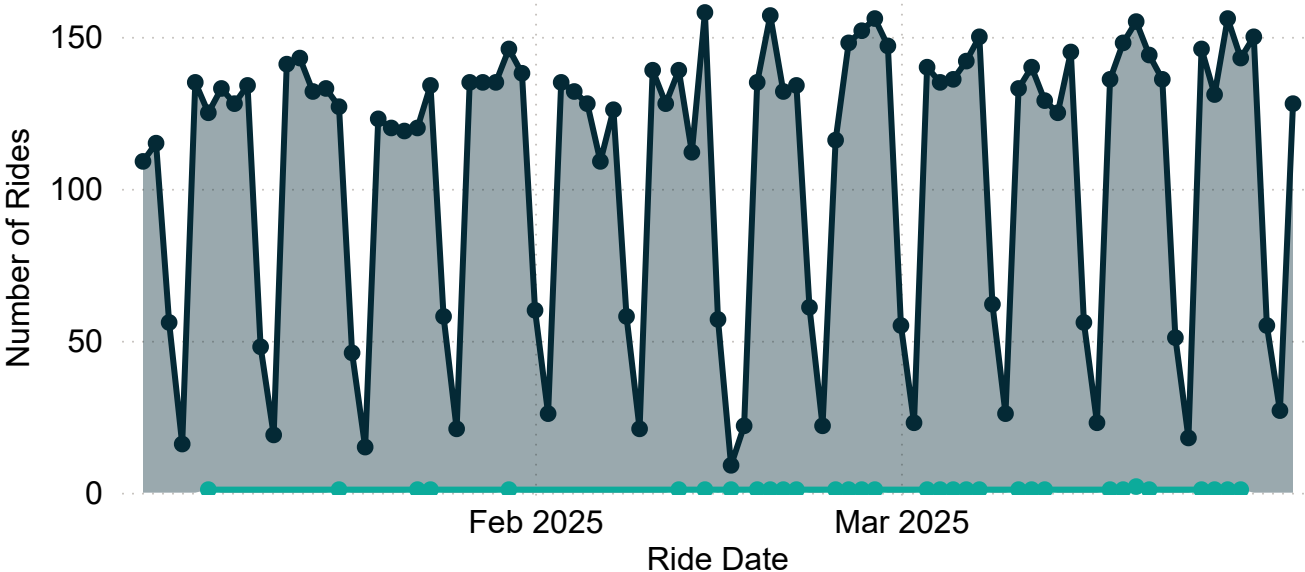
4.63

Average Time On-Board  
(min)

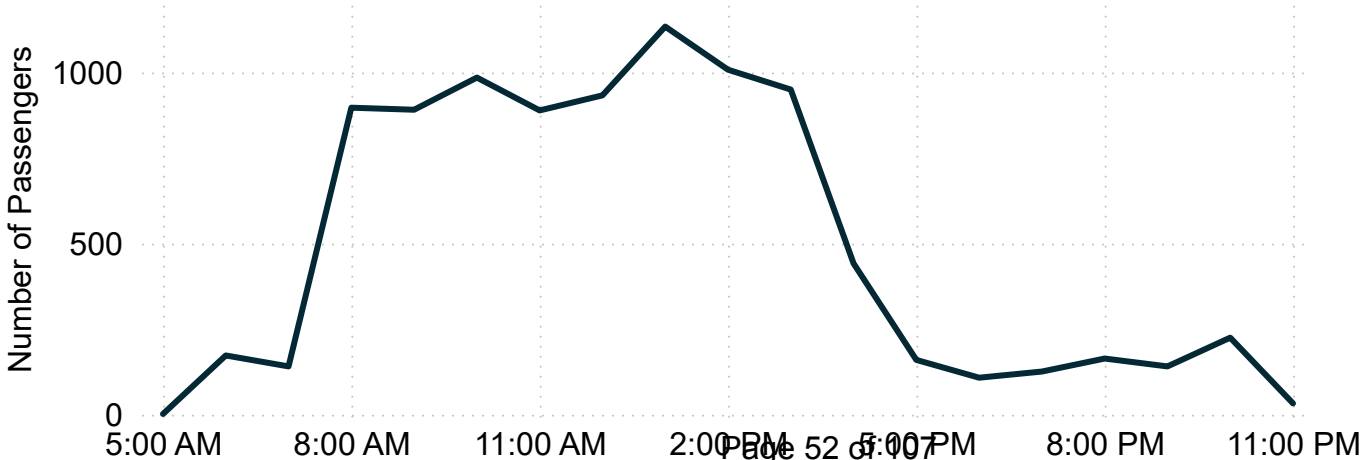
17.30

## Daily Ridership

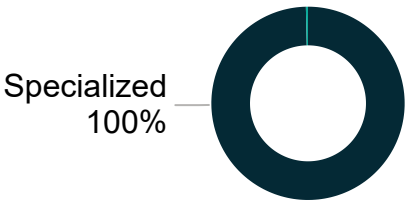
● Micro ● Specialized



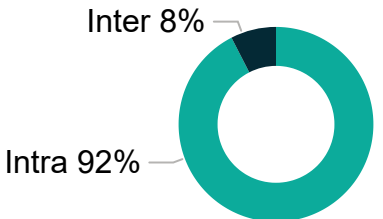
## Peak Hours



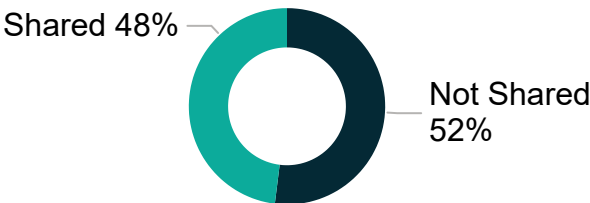
## Service Type



## Trip Type



## Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	378	2815	3193
App	713	3795	4508
Subscription		1	1
Total	1091	6611	7702

# Overall NT+ In-House 2025 (Q1) Service Metrics - Thorold

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

700

Number of Trips

624

Number of Accessible  
Trips

445

Number of Micro Trips with  
an Accessibility Device

(Blank)

Average Direct Distance  
(km)

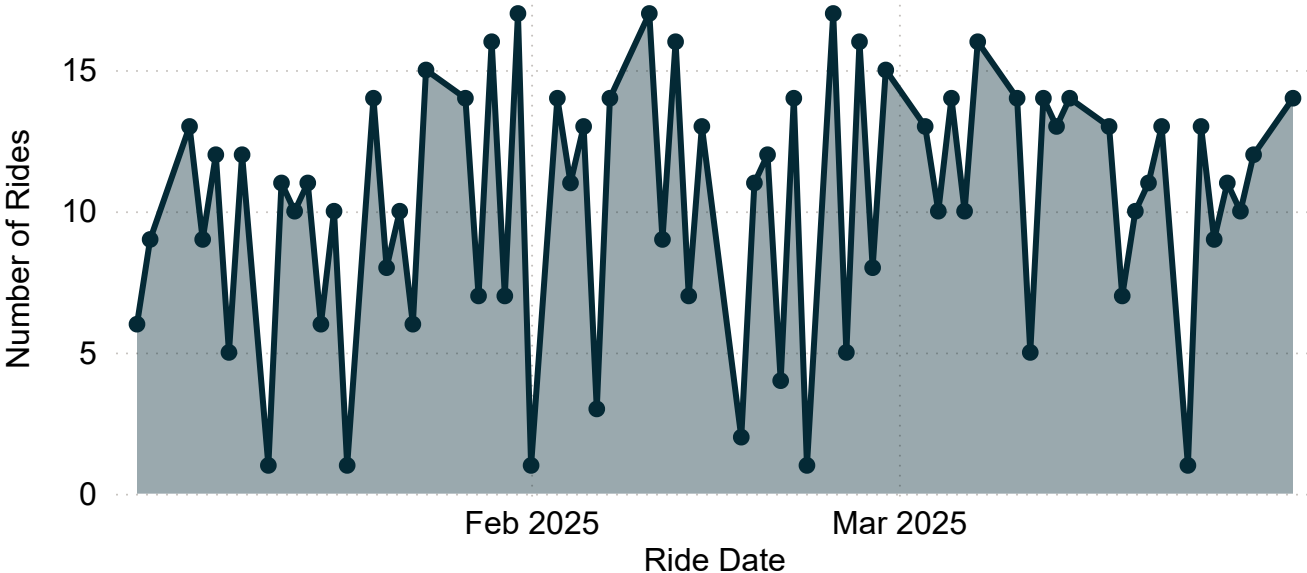
7.73

Average Time On-Board  
(min)

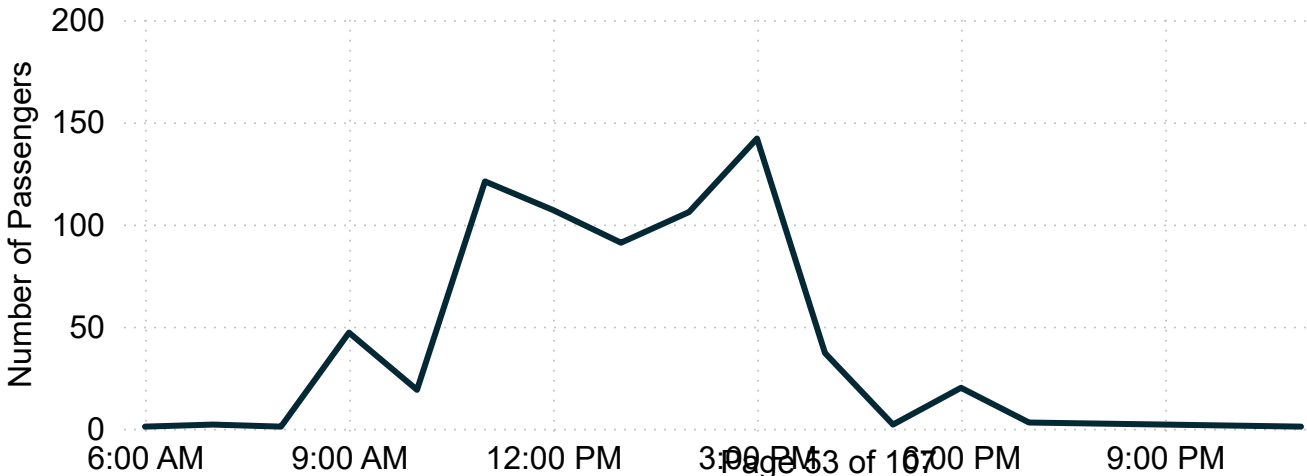
22.15

## Daily Ridership

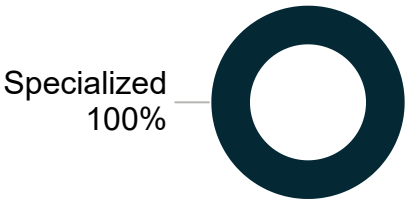
● Specialized



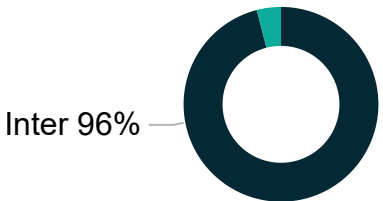
## Peak Hours



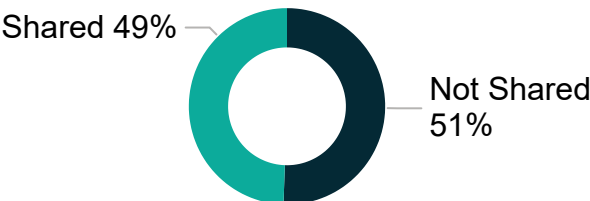
## Service Type



## Trip Type



## Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	29	152	181
App	33	410	443
Total	62	562	624

# Overall NT+ In-House 2025 (Q1) Service Metrics - Welland

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

6,954

Number of Trips

6,236

Number of Accessible Trips

2,125

Number of Micro Trips with an Accessibility Device

109

Average Direct Distance (km)

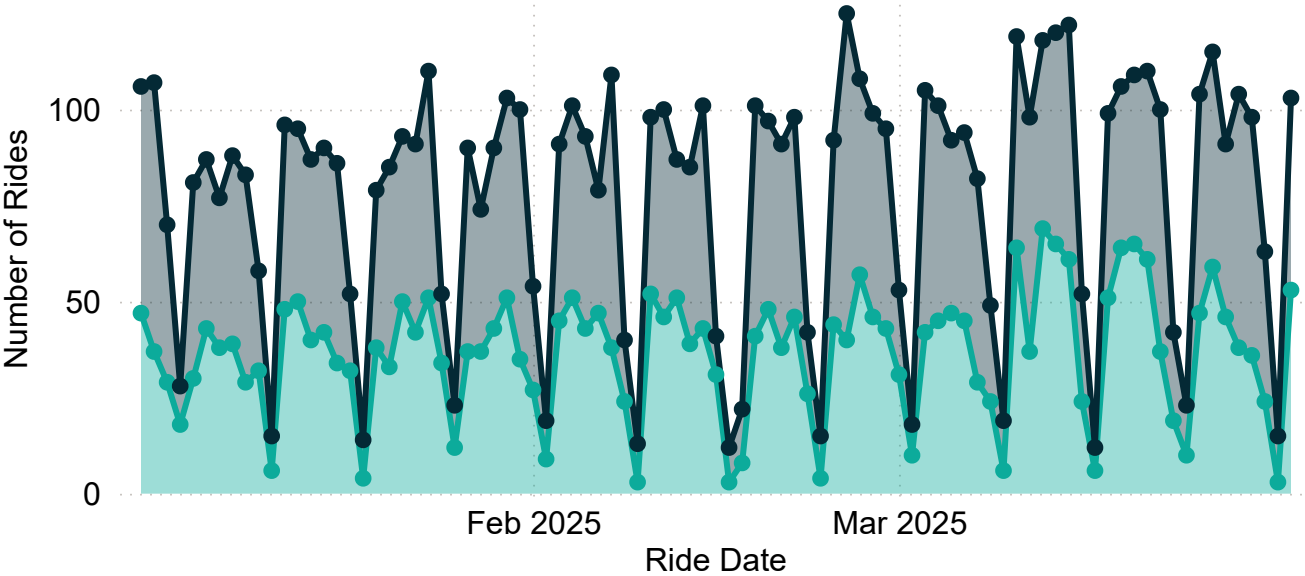
4.49

Average Time On-Board (min)

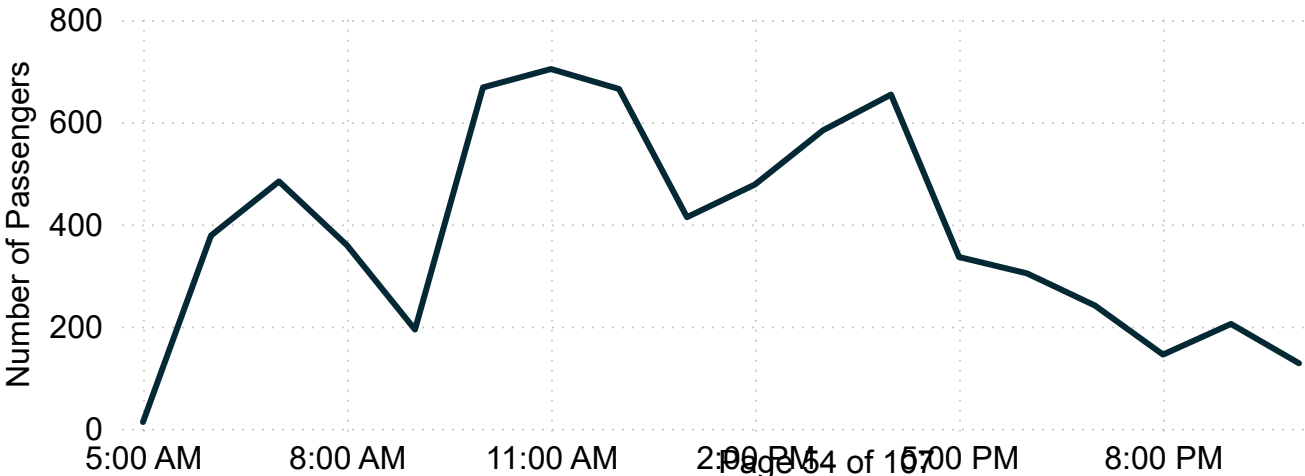
15.51

Daily Ridership

● Micro ● Specialized



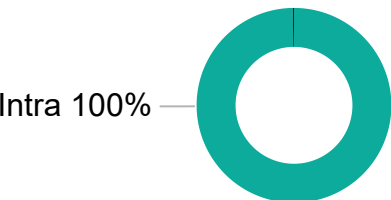
Peak Hours



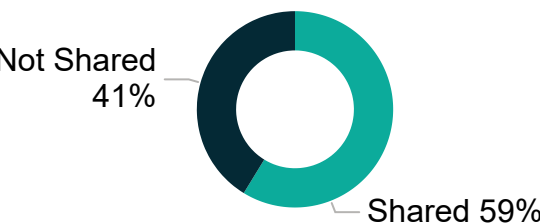
Service Type



Trip Type



Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	243	1891	2134
App	1959	2143	4102
Total	2202	4034	6236

# Overall NT+ (Contract) Voyago Service Metrics - 2025 (Q1)

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

70,856

Number of Trips

63,453

Number of Accessible Trips

4,705

Number of Micro Trips with an Accessibility Device

1,130

Average Direct Distance (km)

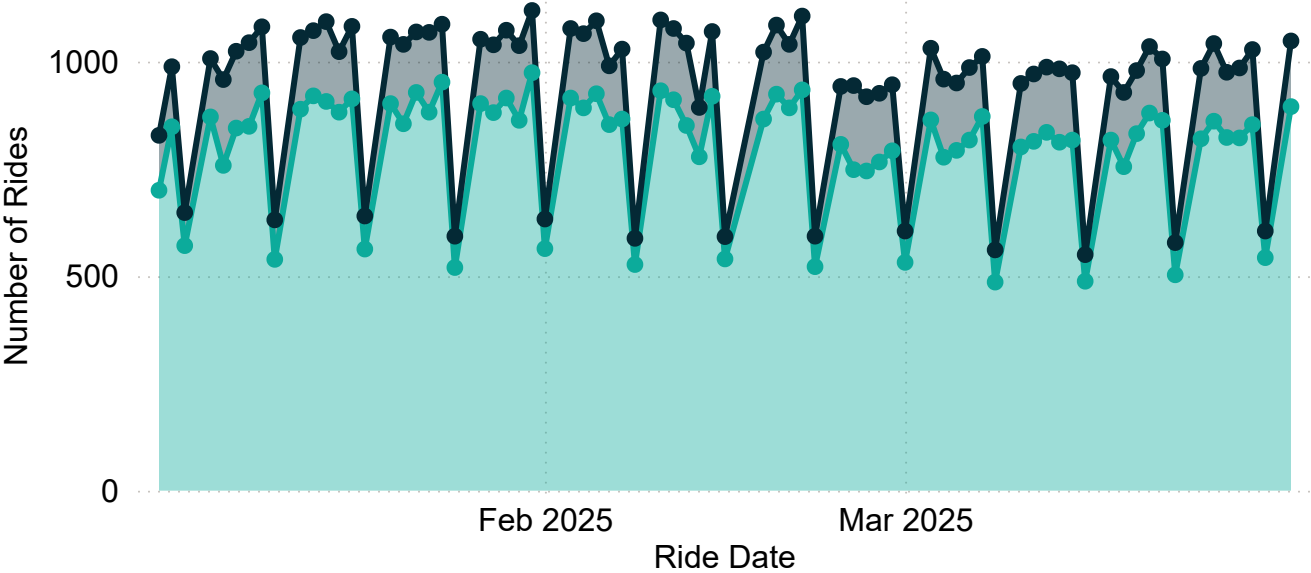
10.10

Average Time On-Board (min)

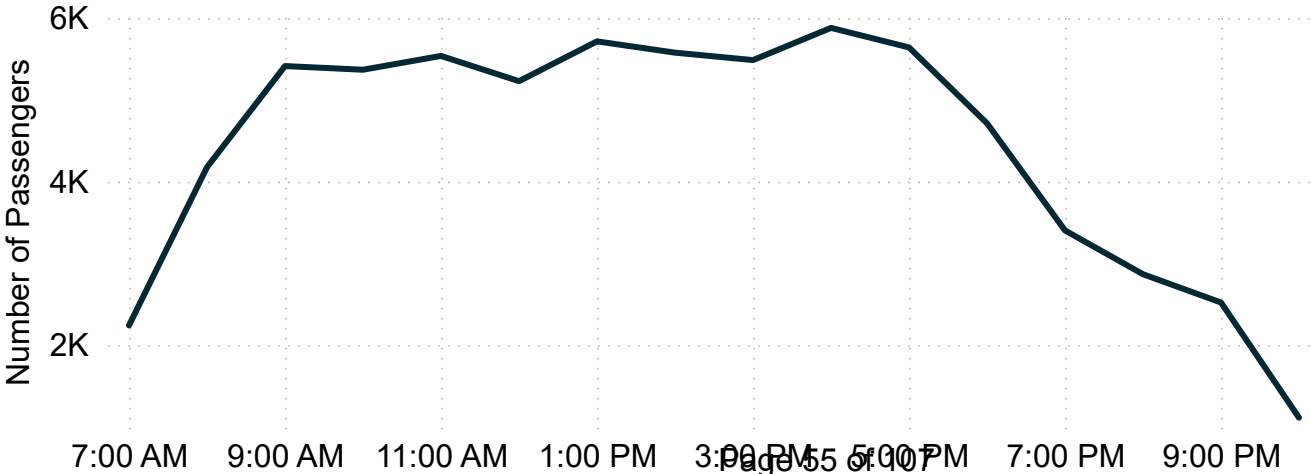
17.42

Daily Ridership

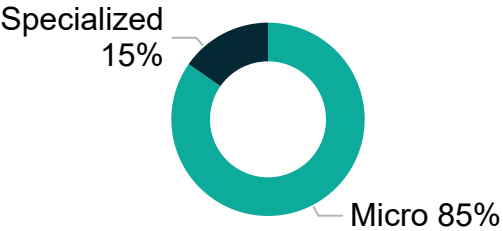
● Micro ● Specialized



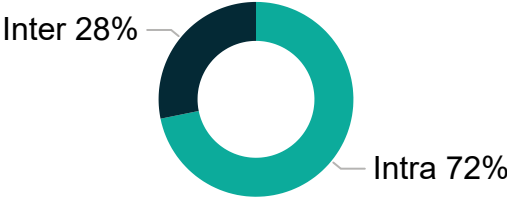
Peak Hours



Service Type



Trip Type



Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	1770	3843	5613
App	31432	23438	54870
Subscription	1	2969	2970
Total	33203	30250	63453

# NT+ (Contract) Voyago 2025 (Q1) Service Metrics - Fort Erie

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers  
**25,389**

Number of Trips  
**21,732**

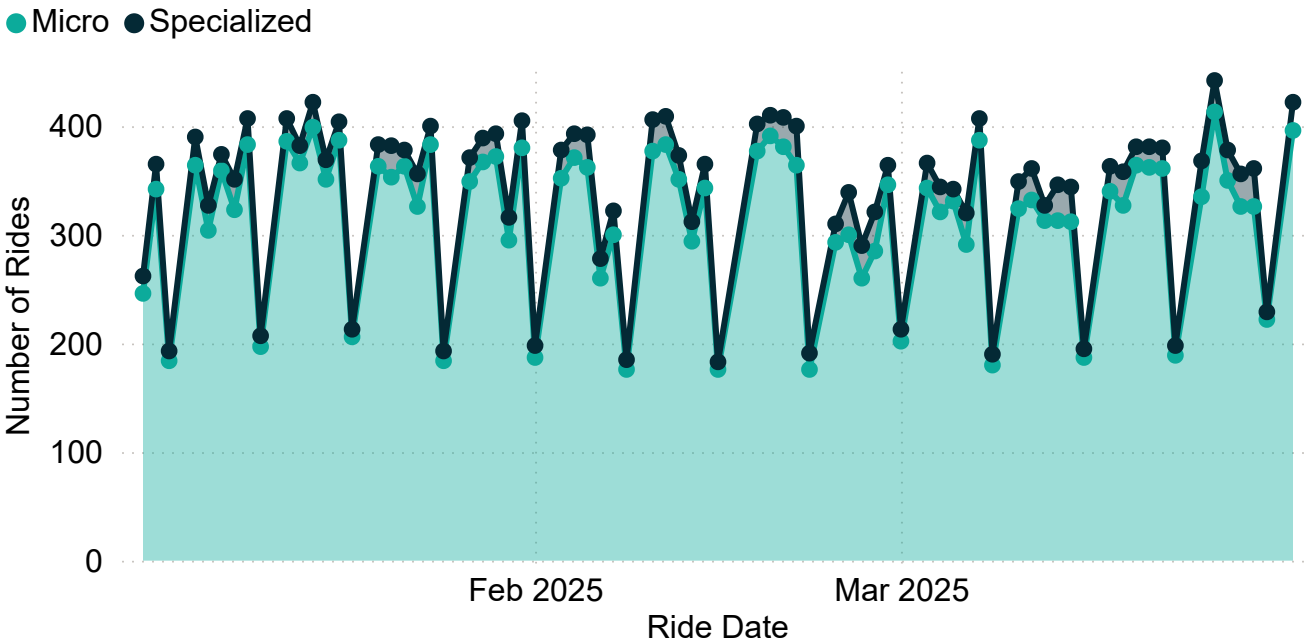
Number of Accessible Trips  
**930**

Number of Micro Trips with an Accessibility Device  
**491**

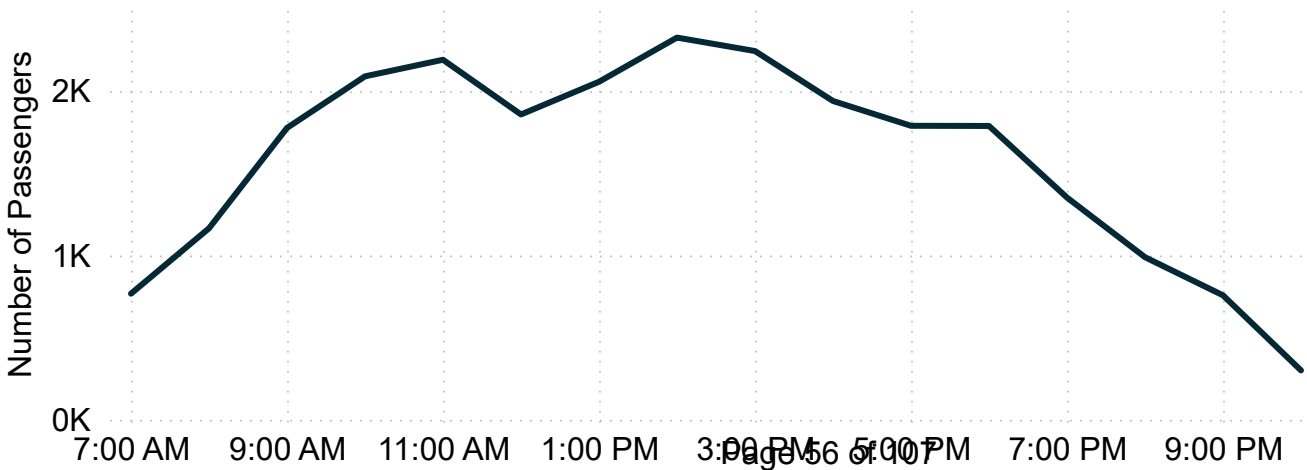
Average Direct Distance (km)  
**7.06**

Average Time On-Board (min)  
**13.98**

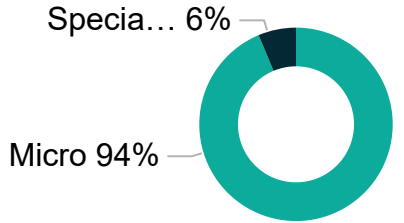
Daily Ridership



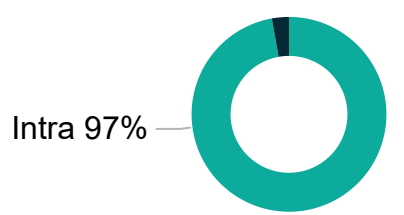
Peak Hours



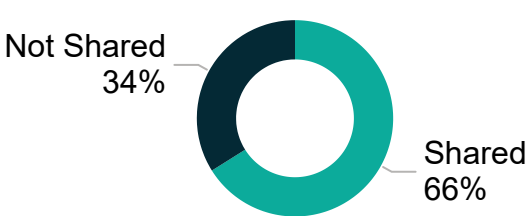
Service Type



Trip Type



Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	963	960	1923
App	13525	5775	19300
Subscription		509	509
Total	14488	7244	21732

# NT+ (Contract) Voyago 2025 (Q1) Service Metrics - Grimsby

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers  
**6,266**

Number of Trips  
**5,910**

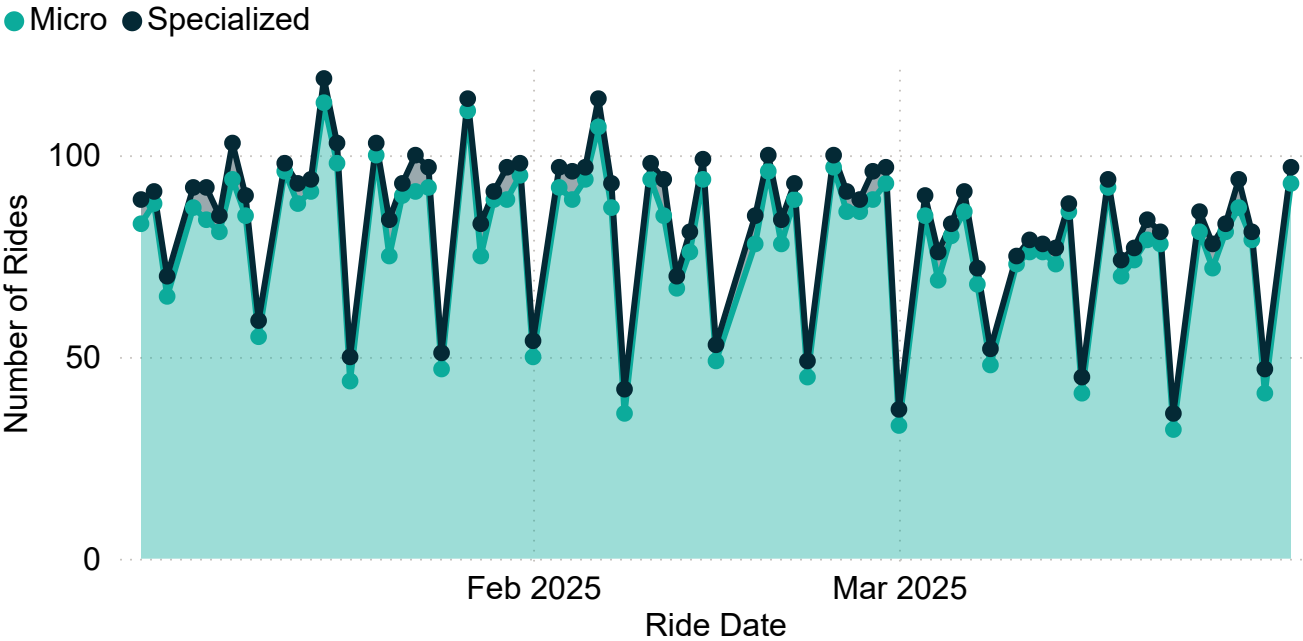
Number of Accessible Trips  
**184**

Number of Micro Trips with an Accessibility Device  
**95**

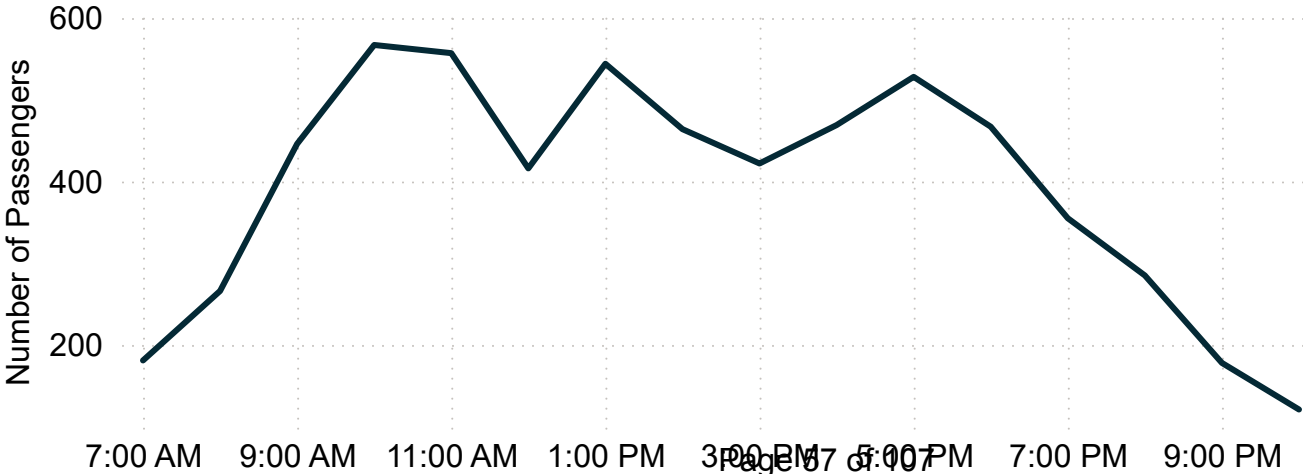
Average Direct Distance (km)  
**10.29**

Average Time On-Board (min)  
**16.26**

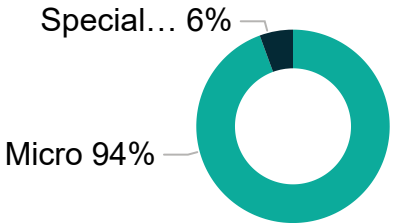
Daily Ridership



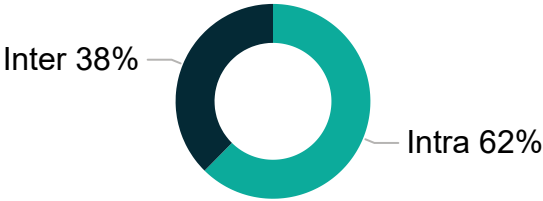
Peak Hours



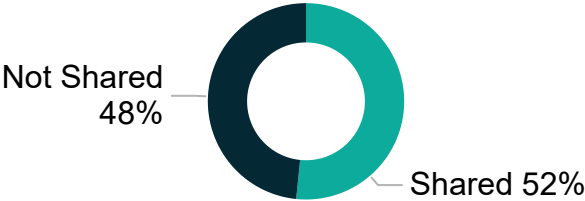
Service Type



Trip Type



Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	177	186	363
App	2743	2630	5373
Subscription		174	174
Total	2920	2990	5910

# NT+ (Contract) Voyago 2025 (Q1) Service Metrics - Lincoln

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

6,914

Number of Trips

6,474

Number of Accessible Trips

266

Number of Micro Trips with an Accessibility Device

171

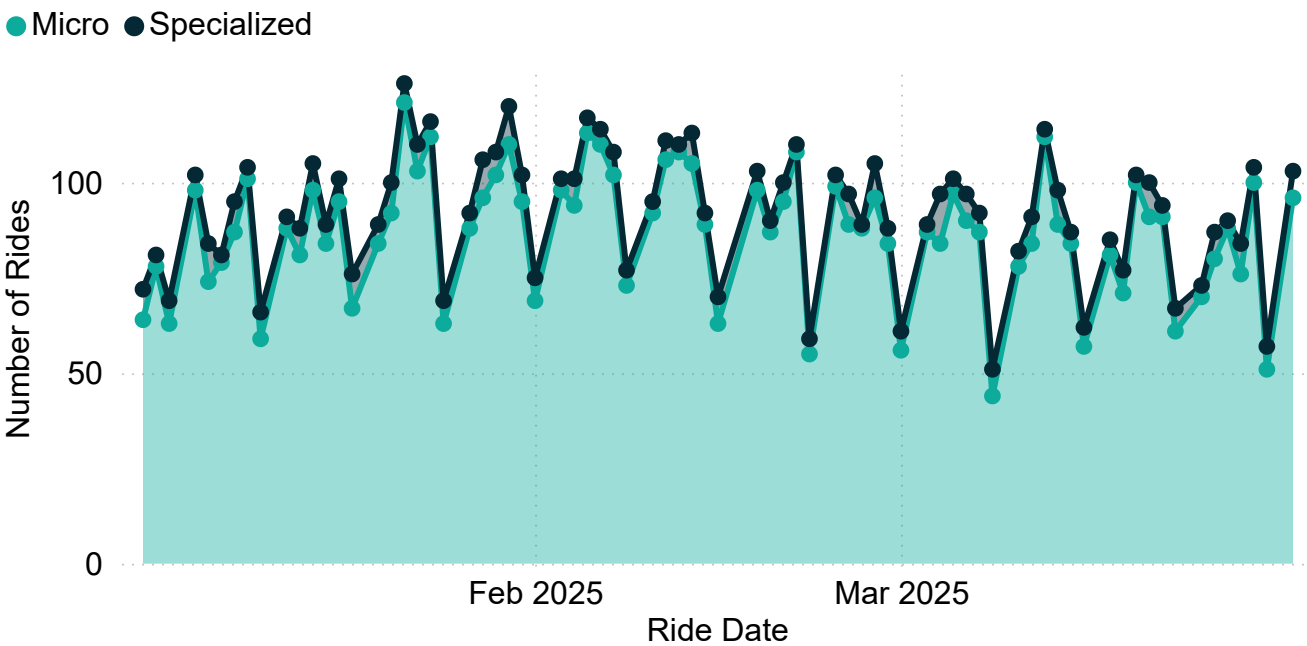
Average Direct Distance (km)

11.96

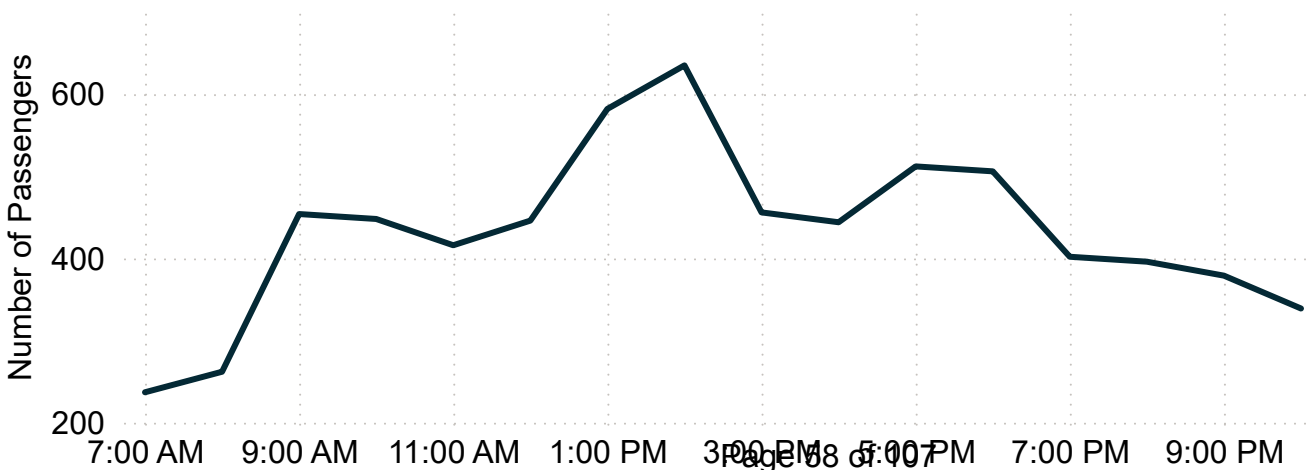
Average Time On-Board (min)

18.27

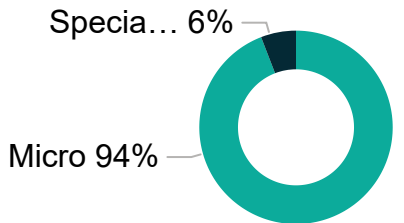
Daily Ridership



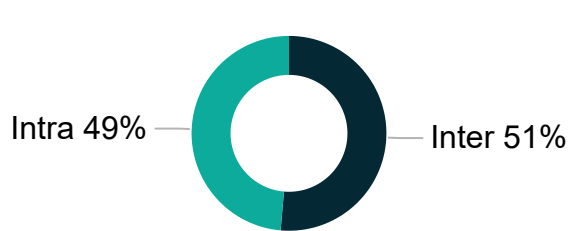
Peak Hours



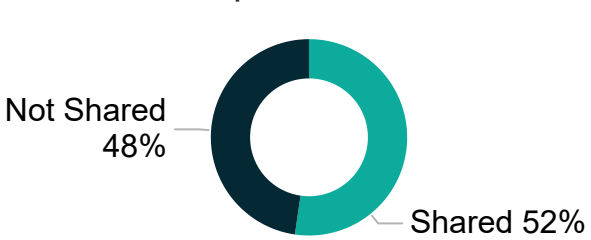
Service Type



Trip Type



Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	116	150	266
App	2979	3095	6074
Subscription		134	134
Total	3095	3379	6474



# NT+ (Contract) Voyago 2025 (Q1) Service Metrics - Niagara Falls

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

2,179

Number of Trips

1,925

Number of Accessible  
Trips

680

Number of Micro Trips with  
an Accessibility Device

2

Average Direct Distance  
(km)

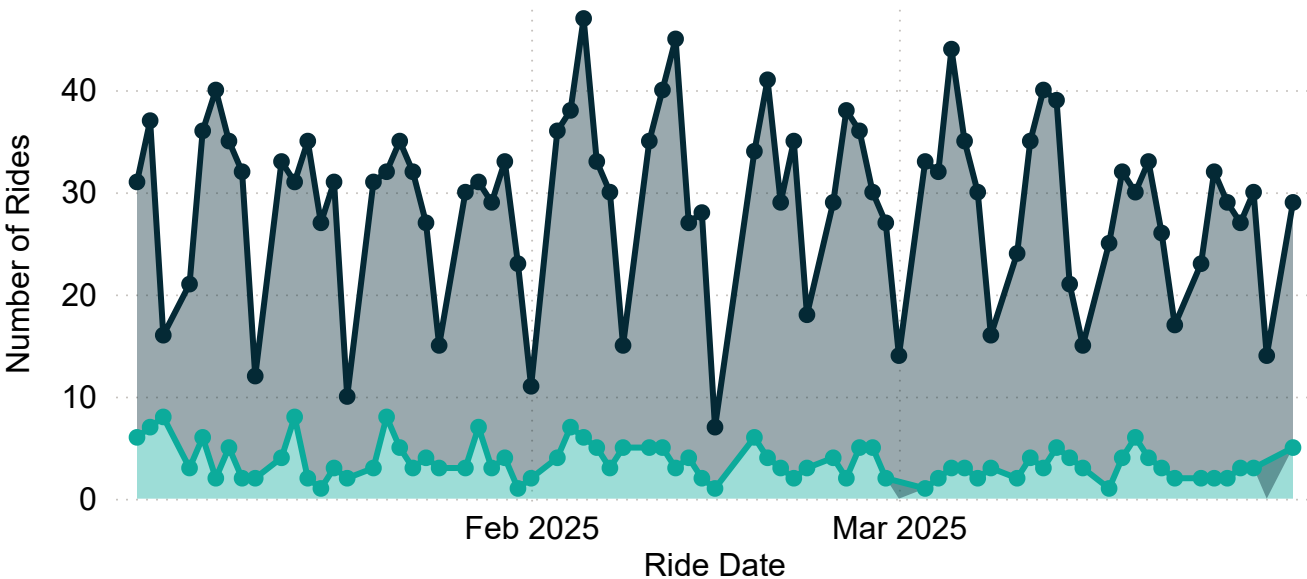
20.30

Average Time On-Board  
(min)

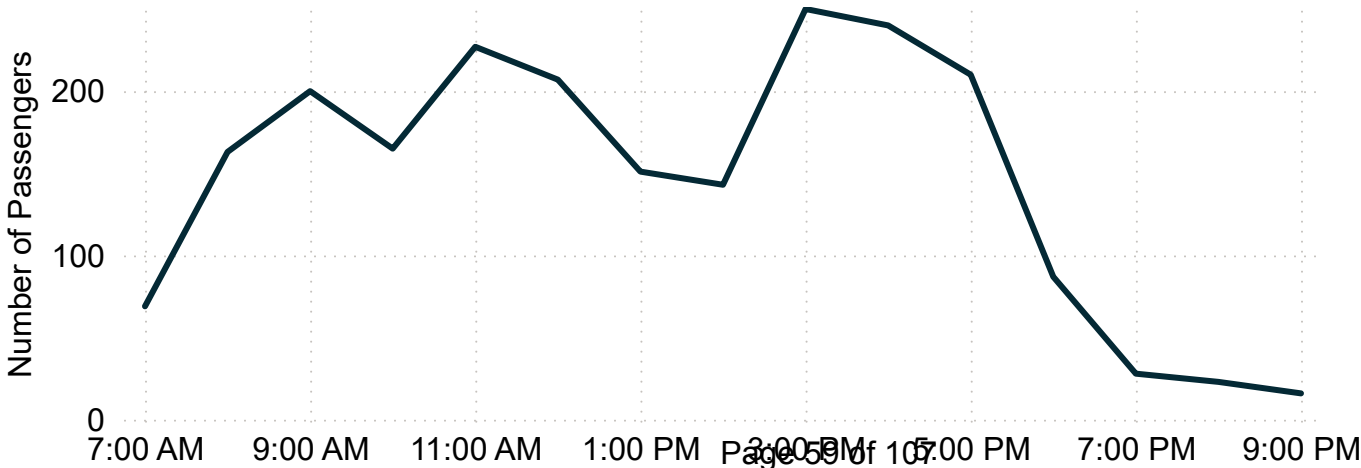
33.30

## Daily Ridership

● Micro ● Specialized



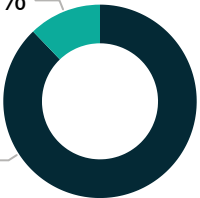
## Peak Hours



## Service Type

Micro 12%

Specialized  
88%



## Trip Type

Inter 100%



## Trip Utilization

Not Shared  
47%

Shared 53%



Booking Method	Day Of	Pre-Booked	Total
Agent	62	596	658
App	123	642	765
Subscription		502	502
Total	185	1740	1925

NT+ (Contract) Voyago 2025 (Q1) Service Metrics - Niagara-on-the-Lake

Power BI Desktop

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

15,736

Number of Trips

14,549

Number of Accessible Trips

332

Number of Micro Trips with an Accessibility Device

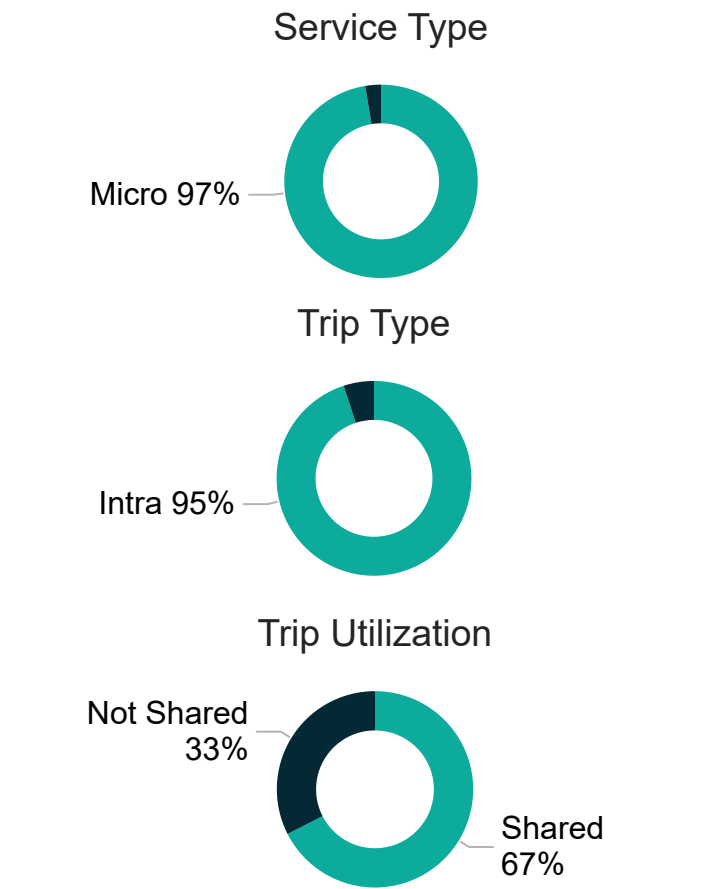
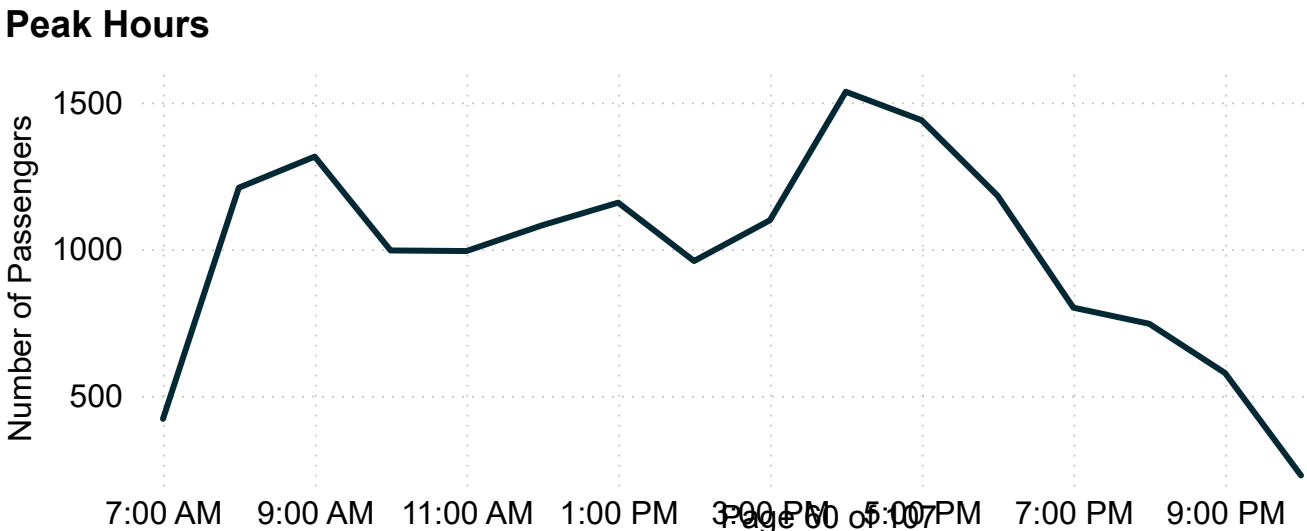
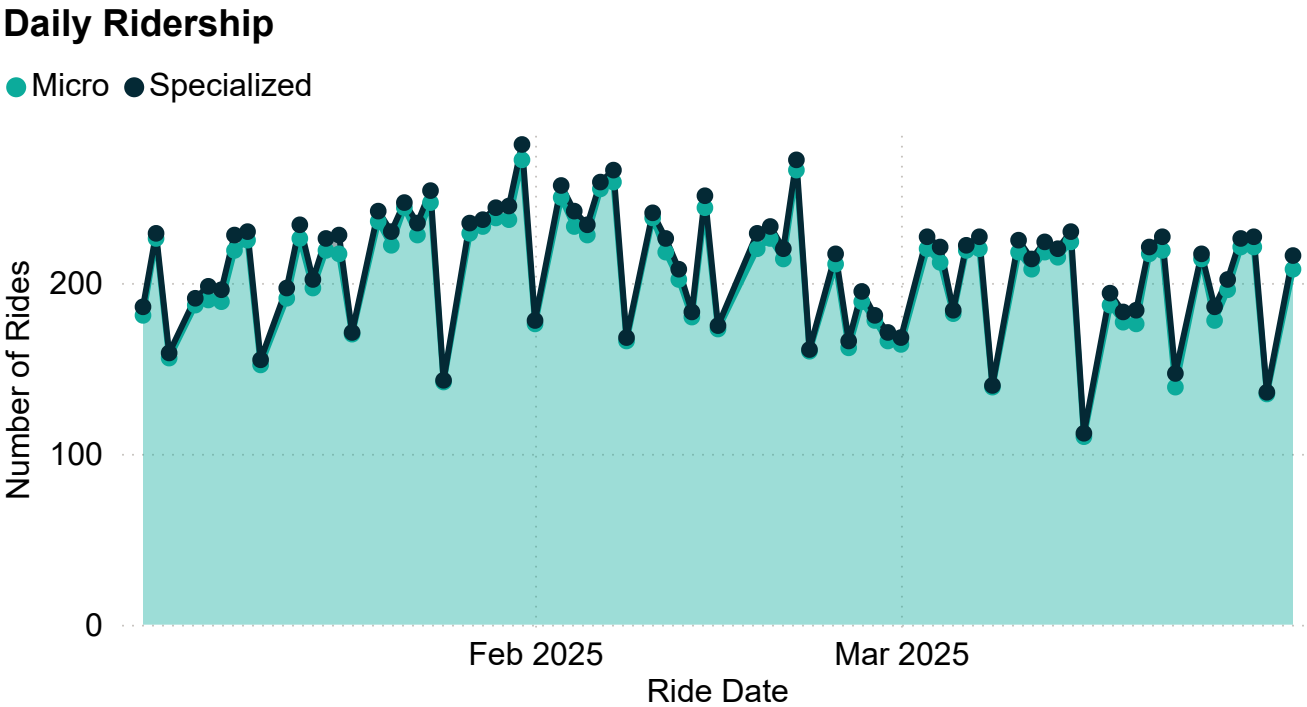
214

Average Direct Distance (km)

7.42

Average Time On-Board (min)

14.69



Booking Method	Day Of	Pre-Booked	Total
Agent	118	112	230
App	8910	5300	14210
Subscription		109	109
Total	9028	5521	14549

# NT+ (Contract) Voyago 2025 (Q1) Service Metrics - Pelham

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers  
**1,520**

Number of Trips  
**1,458**

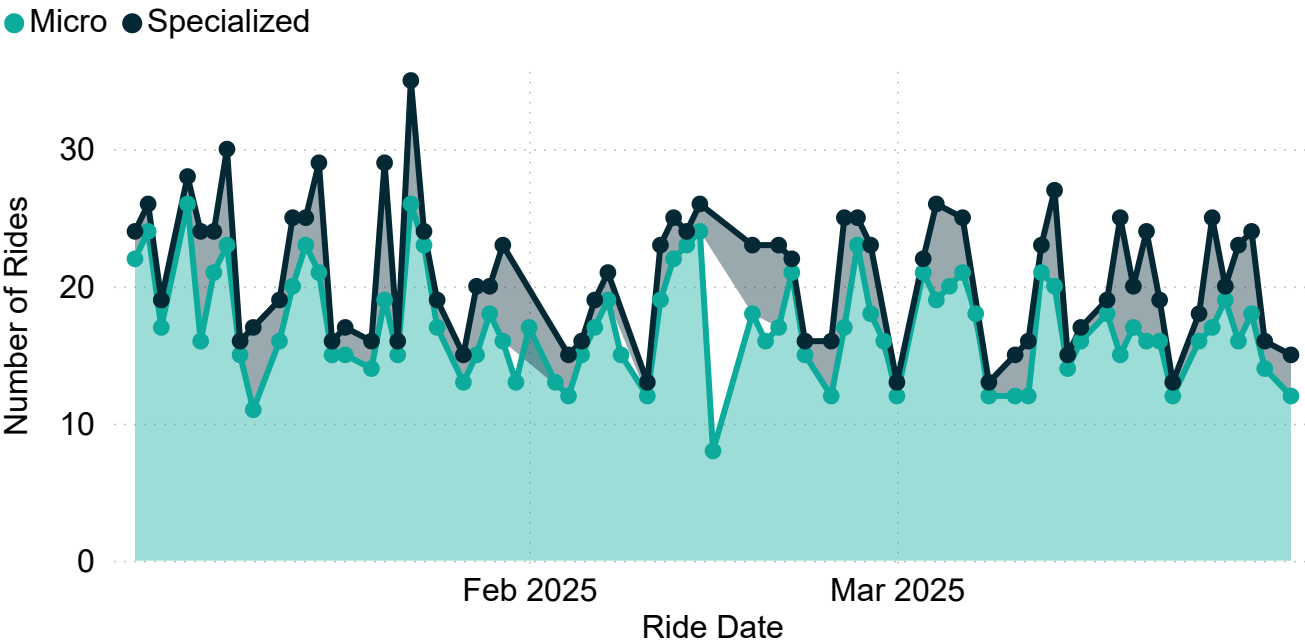
Number of Accessible Trips  
**210**

Number of Micro Trips with an Accessibility Device  
**79**

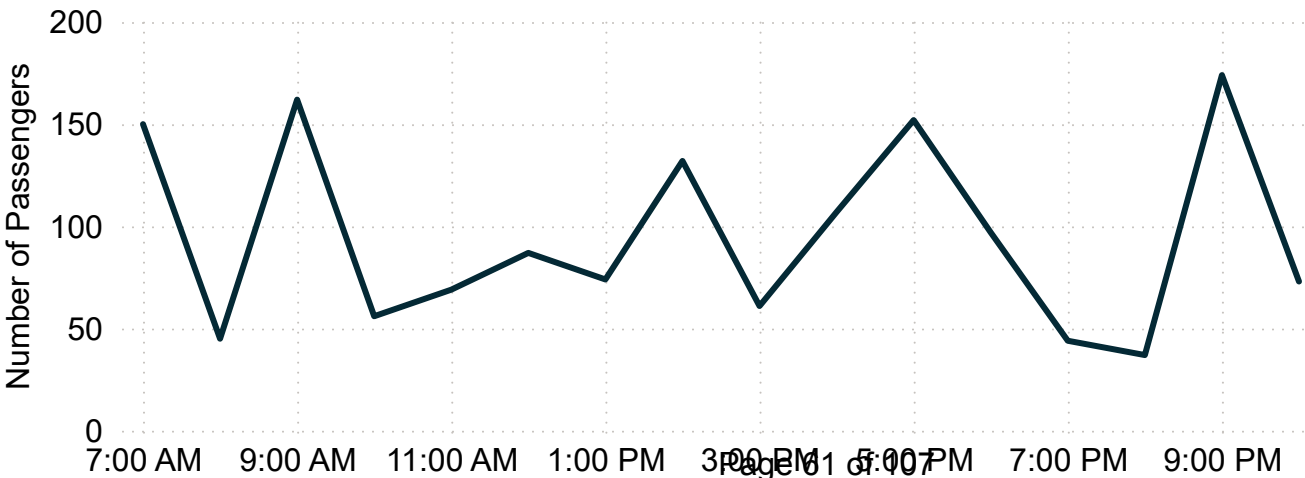
Average Direct Distance (km)  
**11.03**

Average Time On-Board (min)  
**18.14**

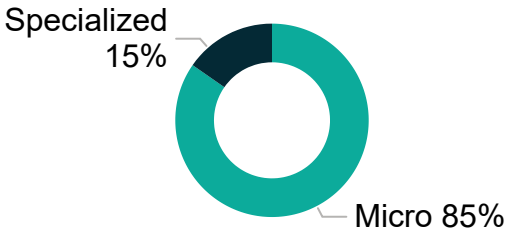
Daily Ridership



Peak Hours



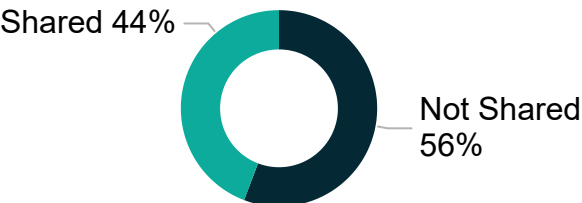
Service Type



Trip Type



Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Subscription		97	97
App	506	666	1172
Agent	45	144	189
Total	551	907	1458

# NT+ (Contract) Voyago 2025 (Q1) Service Metrics - Port Colborne

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

3,750

Number of Trips

3,157

Number of Accessible Trips

205

Number of Micro Trips with an Accessibility Device

38

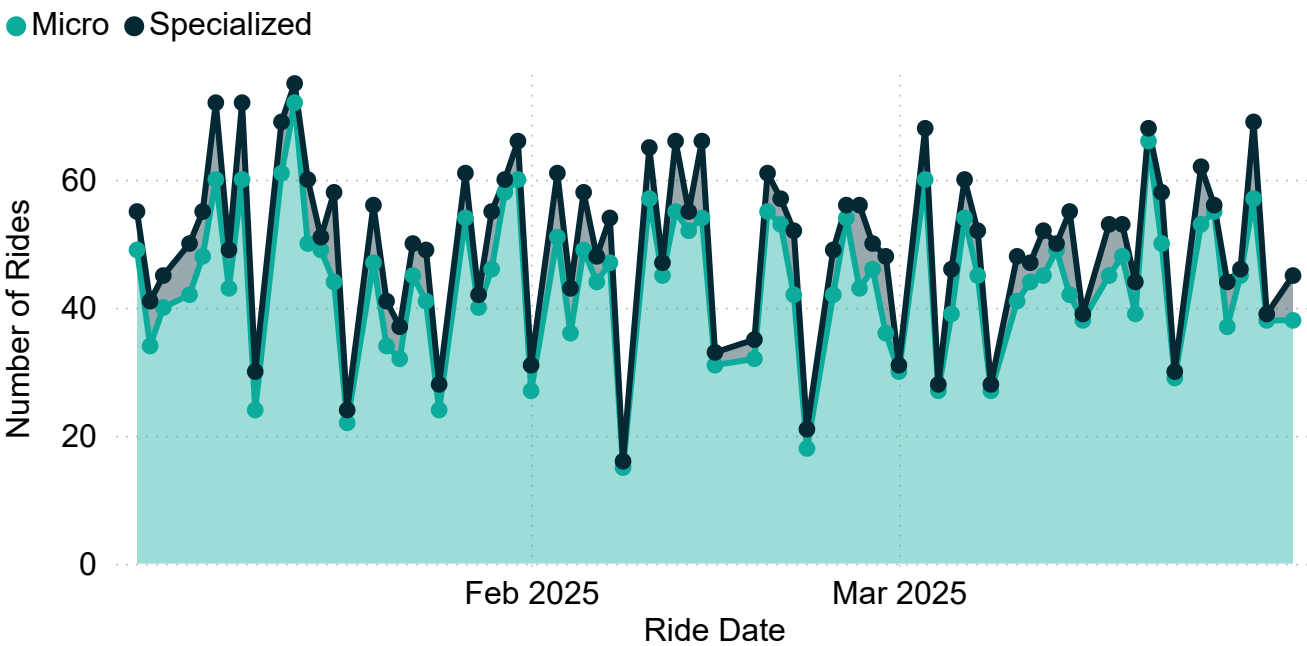
Average Direct Distance (km)

6.62

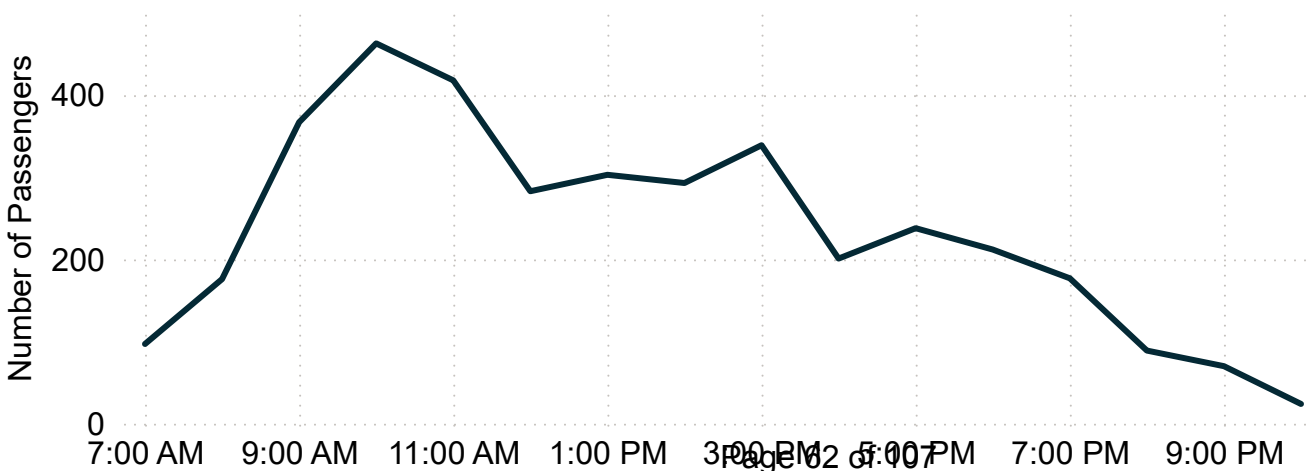
Average Time On-Board (min)

13.19

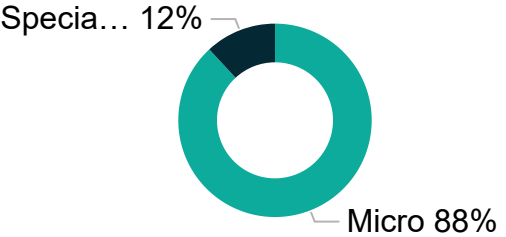
Daily Ridership



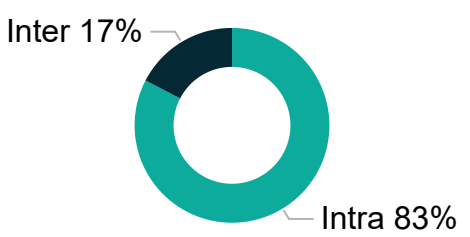
Peak Hours



Service Type



Trip Type



Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	106	247	353
App	1609	982	2591
Subscription		213	213
Total	1715	1442	3157

# NT+ (Contract) Voyago 2025 (Q1) Service Metrics - St. Catharines

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

4,509

Number of Trips

4,112

Number of Accessible Trips

813

Number of Micro Trips with an Accessibility Device

14

Average Direct Distance (km)

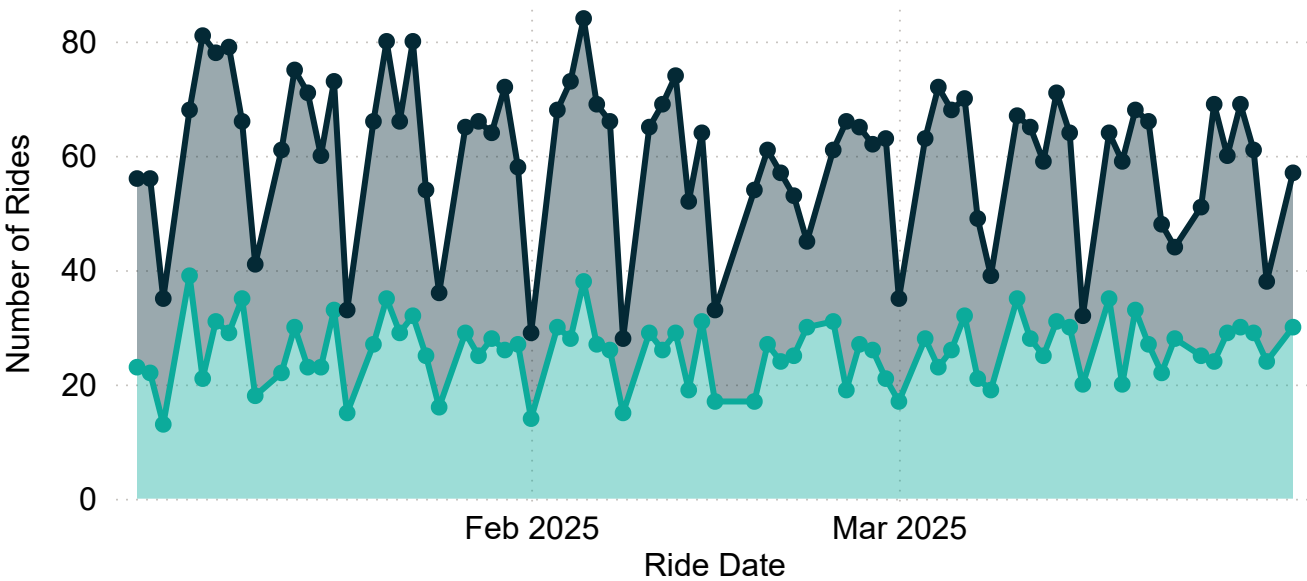
21.32

Average Time On-Board (min)

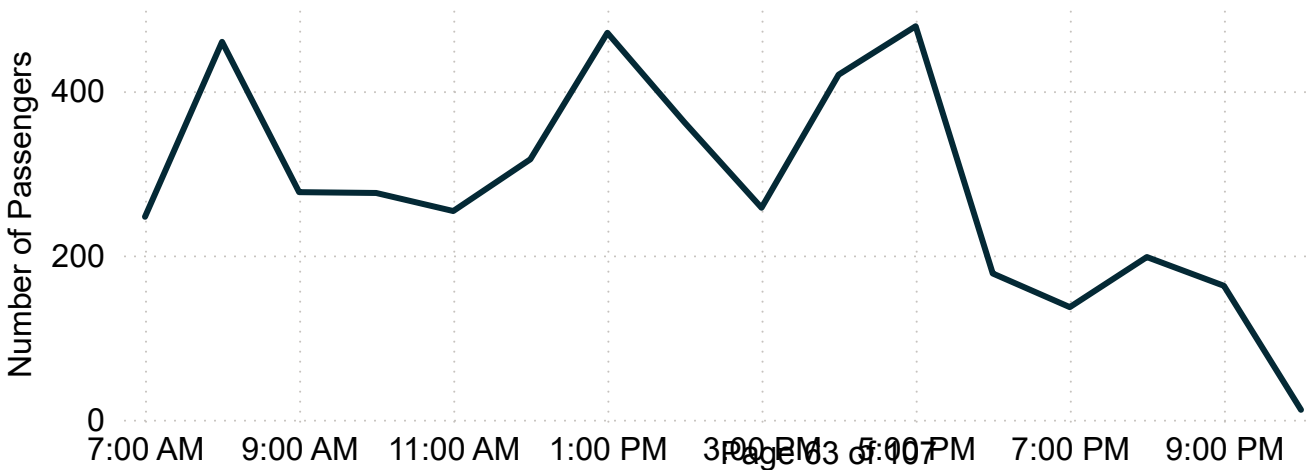
29.74

Daily Ridership

● Micro ● Specialized



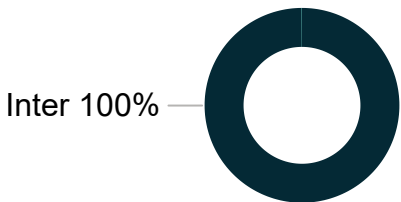
Peak Hours



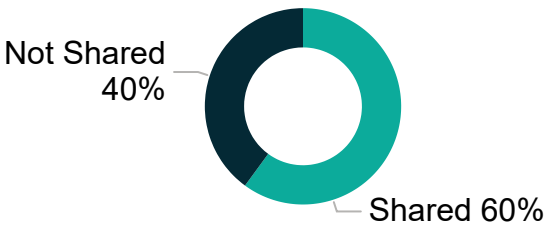
Service Type



Trip Type



Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	98	710	808
App	525	2295	2820
Subscription		484	484
Total	623	3489	4112

# NT+ (Contract) Voyago 2025 (Q1) Service Metrics - Thorold

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers  
**1,101**

Number of Trips  
**907**

Number of Accessible Trips  
**379**

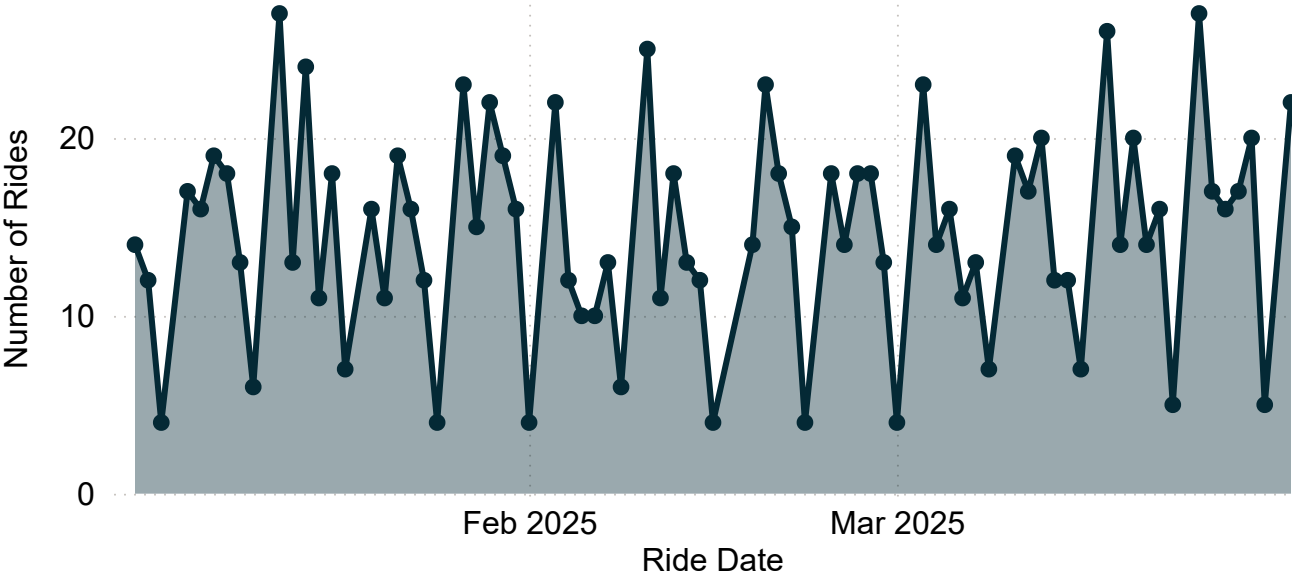
Number of Micro Trips with an Accessibility Device  
**(Blank)**

Average Direct Distance (km)  
**10.77**

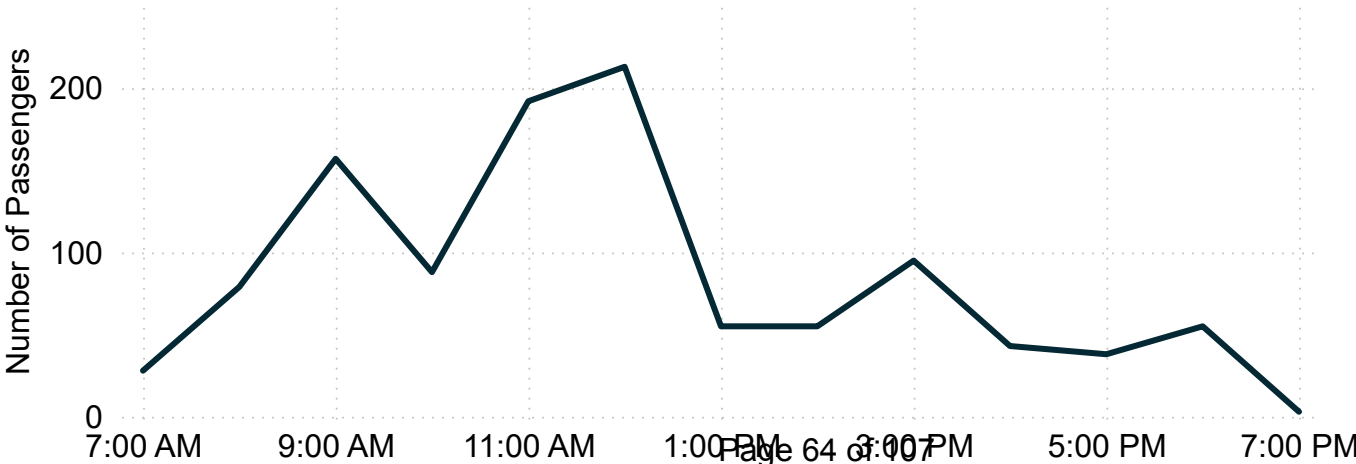
Average Time On-Board (min)  
**21.70**

Daily Ridership

● Specialized



Peak Hours



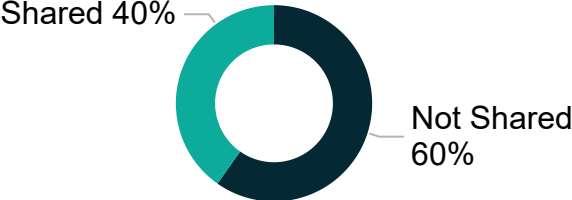
Service Type



Trip Type



Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	22	299	321
App	29	431	460
Subscription		126	126
Total	51	856	907

# NT+ (Contract) Voyago 2025 (Q1) Service Metrics - Wainfleet

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

225

Number of Trips

219

Number of Accessible Trips

17

Number of Micro Trips with an Accessibility Device

2

Average Direct Distance (km)

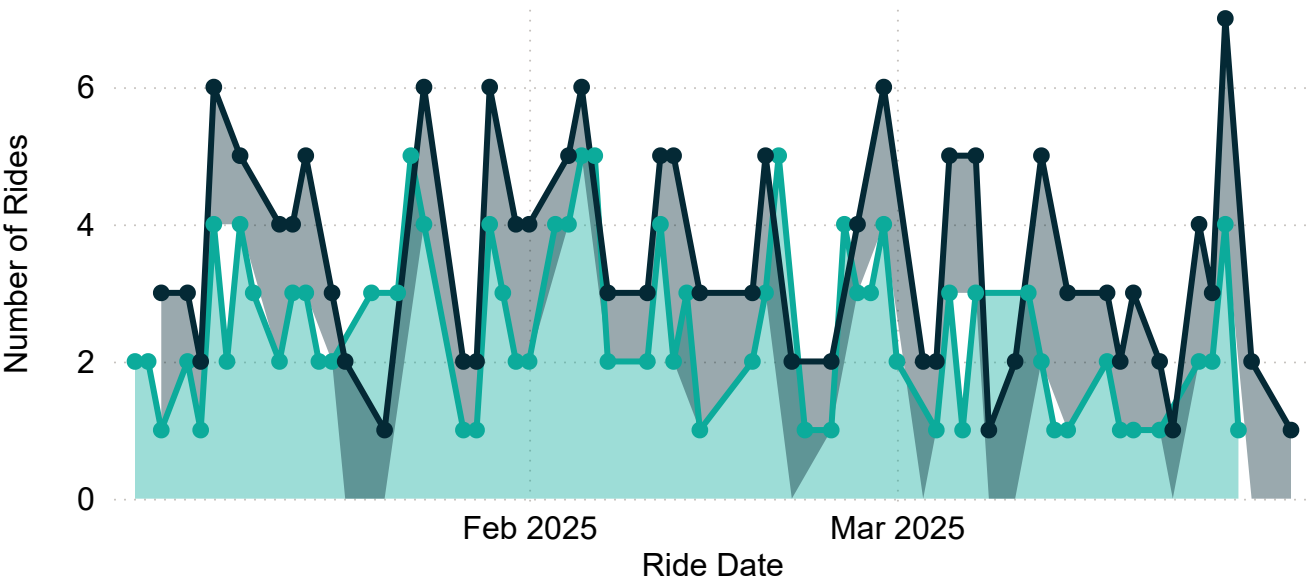
20.72

Average Time On-Board (min)

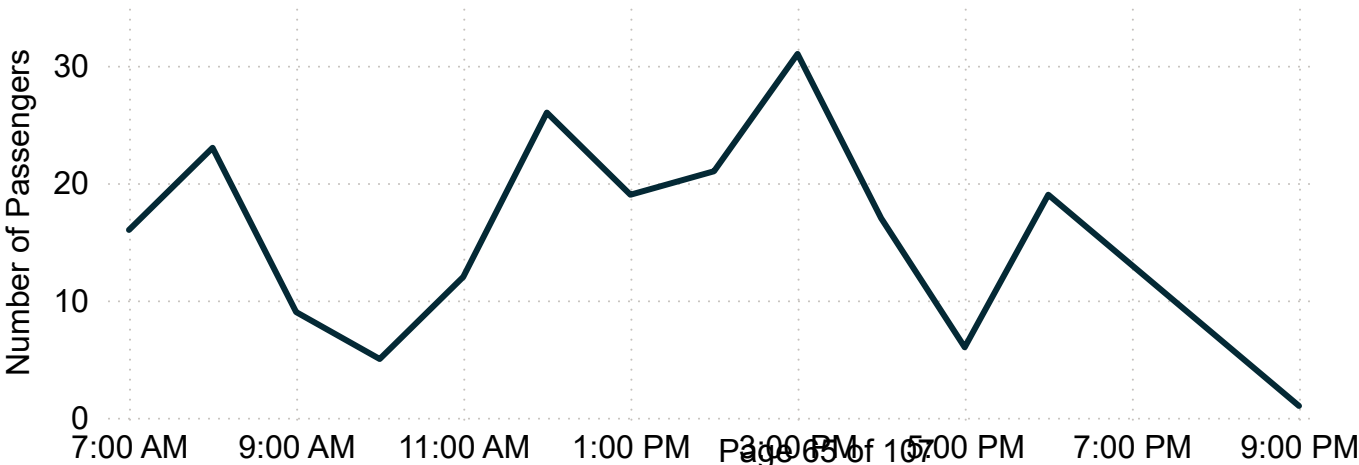
25.99

## Daily Ridership

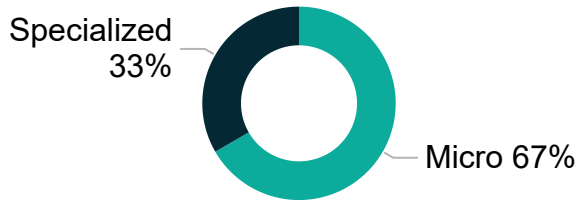
● Micro ● Specialized



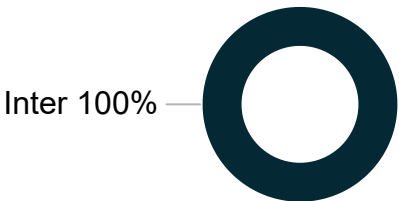
## Peak Hours



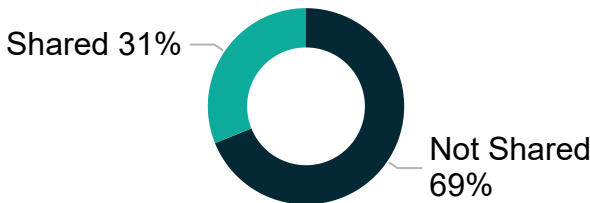
## Service Type



## Trip Type



## Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	4	36	
App	39	138	177
Subscription		2	2
Total	43	176	219



# NT+ (Contract) Voyago 2025 (Q1) Service Metrics - Welland

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

2,407

Number of Trips

2,204

Number of Accessible Trips

651

Number of Micro Trips with an Accessibility Device

4

Average Direct Distance (km)

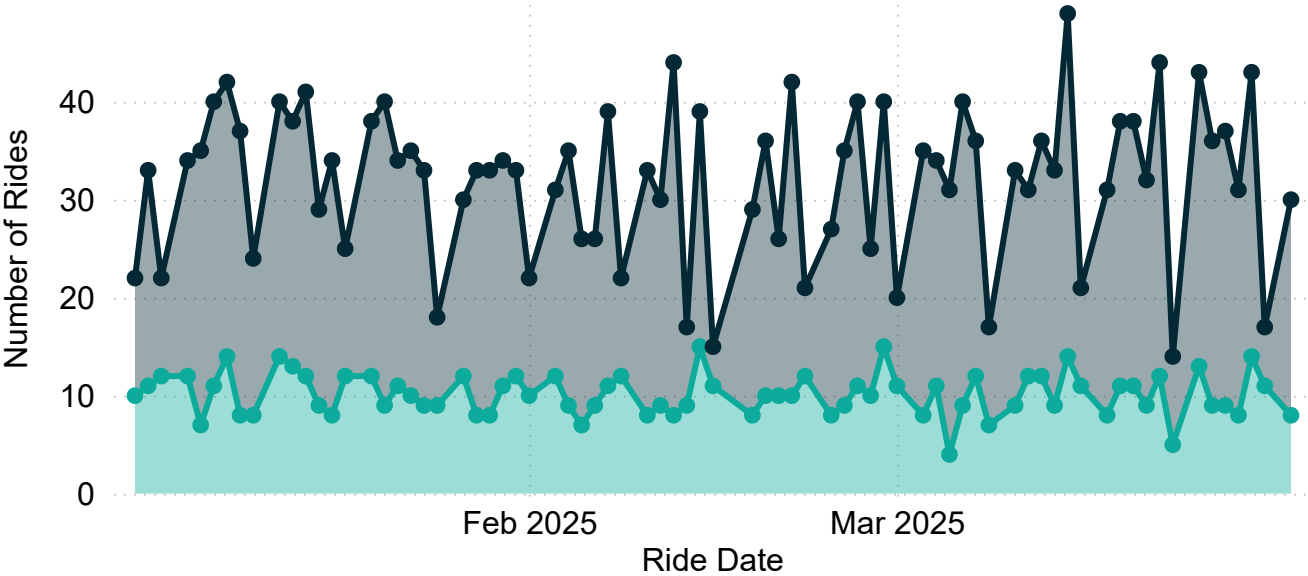
20.32

Average Time On-Board (min)

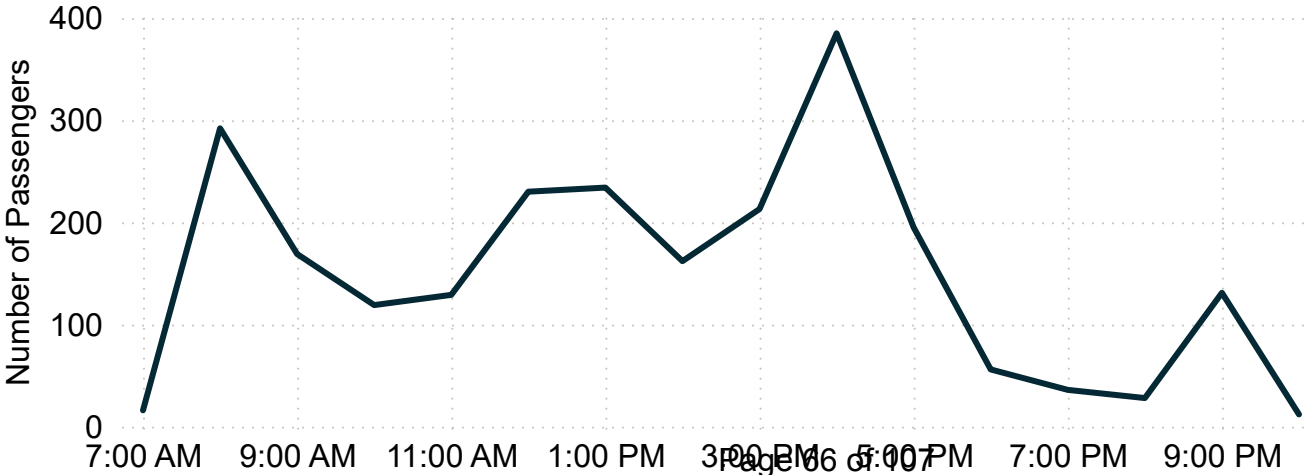
31.66

Daily Ridership

Micro Specialized



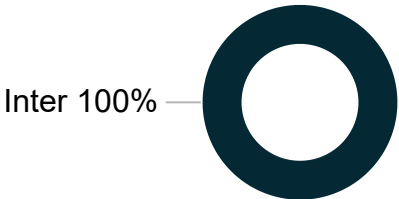
Peak Hours



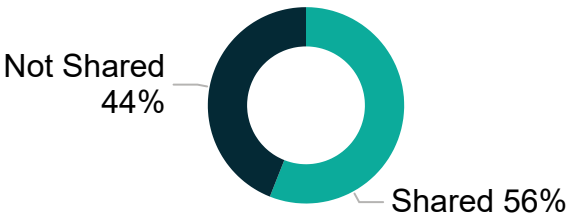
Service Type



Trip Type



Trip Utilization



Booking Method	Day Of	Pre-Booked	Total
Agent	45	370	415
App	217	965	1182
Subscription	1	606	607
Total	263	1941	2204

# NT+ (Contract) Voyago 2025 (Q1) Service Metrics - West Lincoln

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Number of Passengers

819

Number of Trips

773

Number of Accessible Trips

29

Number of Micro Trips with an Accessibility Device

20

Average Direct Distance (km)

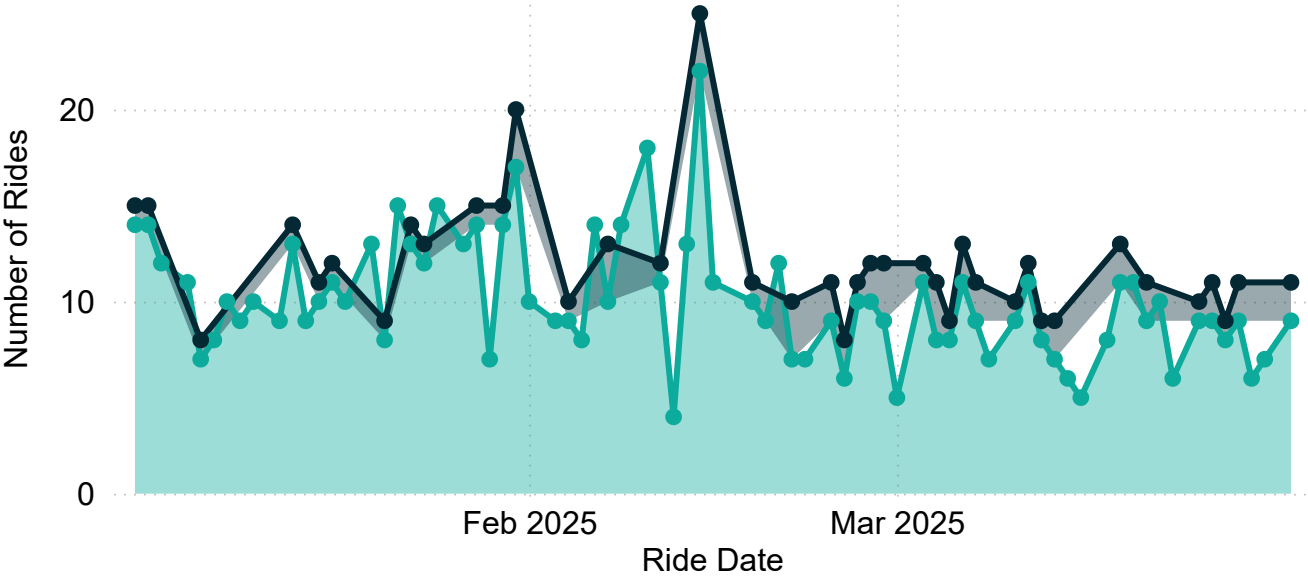
21.31

Average Time On-Board (min)

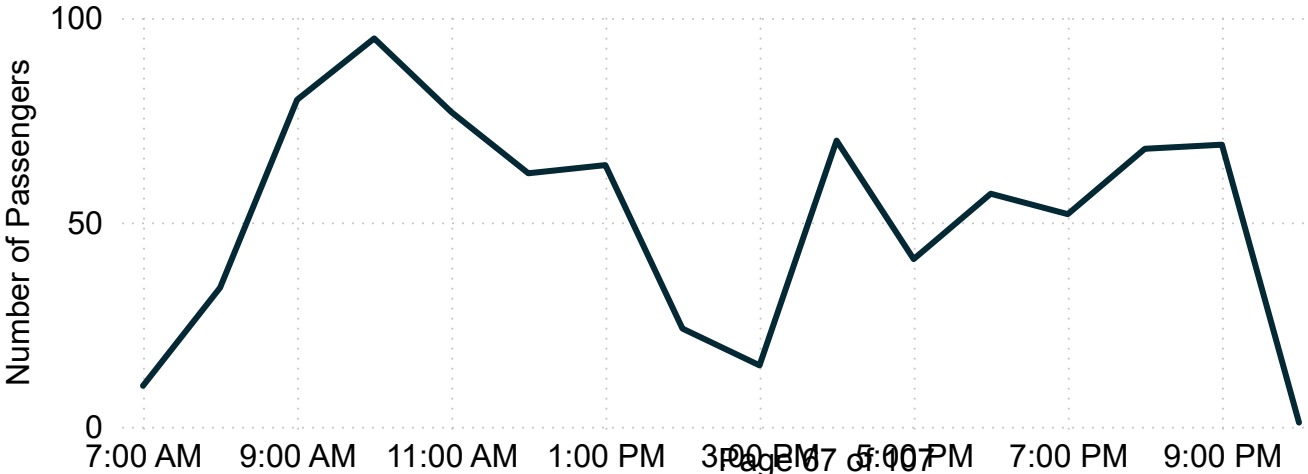
28.33

Daily Ridership

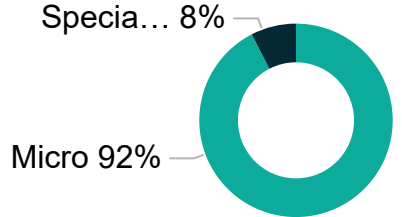
● Micro ● Specialized



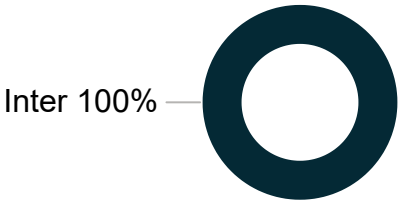
Peak Hours



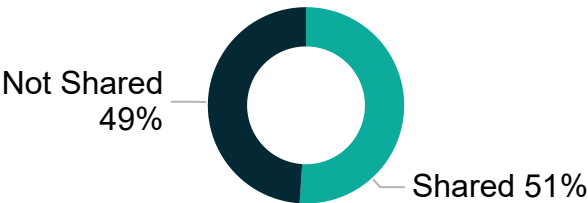
Service Type



Trip Type



Trip Utilization

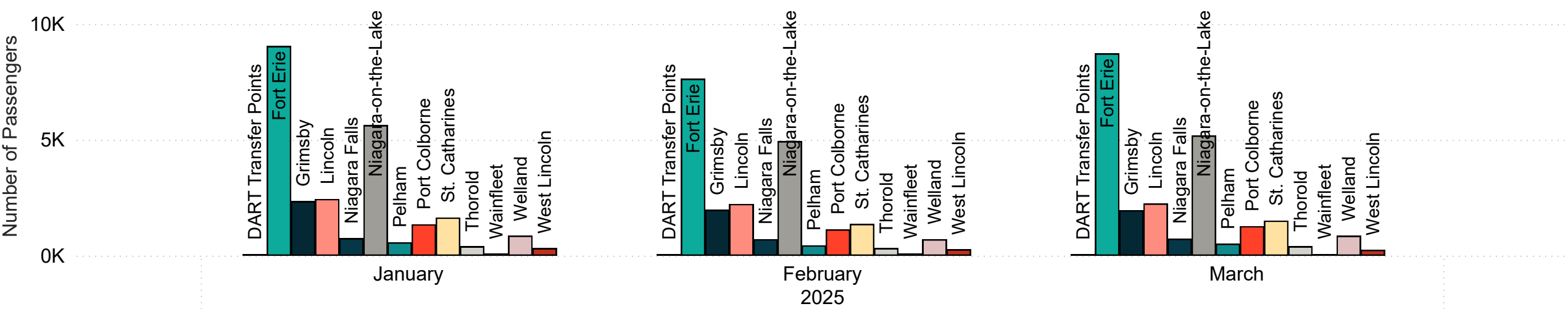


Booking Method	Day Of	Pre-Booked	Total
Agent	10	12	22
App	226	512	738
Subscription		13	13
Total	236	537	773

# Overall NT+ (Contract) Voyago Trip Origin Metrics - 2025 (Q1)

NTC-C 14-2025  
April 15, 2025  
Appendix 1

Ridership By Trip Origin



Origin Municipality	DART Transfer Points	Fort Erie	Grimsby	Lincoln	Niagara Falls	Niagara-on-the-Lake	Pelham	Port Colborne	St. Catharines	Thorold	Wainfleet	Welland	West Lincoln	Total
DART Transfer Points		5	1		8	1			18	1		7		41
Fort Erie	5	24670			200	3		125	133	33		220		25389
Grimsby	1		3910	1070	13	1	29	33	871	9	4	46	279	6266
Lincoln			1147	3362	17	36	32	31	1768	25	5	249	242	6914
Niagara Falls	9	152	12	23		351	1	20	912	137	13	549		2179
Niagara-on-the-Lake	1	2	1	40	457	14942	20		221	43		9		15736
Pelham			39	27	7	20	498	30	282	19	14	576	8	1520
Port Colborne		100	22	5	25		28	3098	24	5	78	342	23	3750
St. Catharines	19	116	829	1378	880	268	227	28	2	283	15	326	138	4509
Thorold	1	32	16	25	141	65	18	5	323	402		65	8	1101
Wainfleet				4	13		21	53	15	1		108	10	225
Welland	8	234	10	277	507	8	514	331	340	62	68		48	2407
West Lincoln			270	279	1		17	4	141	31	18	58		819
Total	44	25311	6257	6490	2269	15695	1405	3758	5050	1051	215	2555	756	70856

- **Agent Booking Method** - Rides that are booked by phoning in and speaking with a customer service representative
- **App Booking Method** - Rides that are booked by using the Niagara Transit Plus application on a mobile device
- **Average Direct Distance** - The average distance in kilometres it would take to drive directly from origin to destination without any stops
- **Average Time On-Board** - The average time a passenger is spending on-board the vehicle
- **Day of Booking Type** - Rides that are booked on the same day of use
- **Inter Trip Type** - Rides that travel from one municipality to another, crossing municipal boundaries
- **Intra Trip Type** - Rides that stay within the municipal boundary in which the trip originated
- **Micro Daily Ridership** - Number of passengers taking micro transit trips per day
- **Micro Service Type** - Number of trips that are using the micro transit service
- **Number of Accessible** - Number of trips that are using either the micro or specialized transit service that are accessible, where the passenger is using a mobility device
- **Number of Micro Trips with Accessible Device** - Number of trips using the micro transit service that are accessible, where the passenger is using a mobility device
- **Number of Passengers** - Total number of passengers that have completed trips
- **Number of Trips** - Total number of trips being completed
- **Peak Hours** - Hours of the day that have the highest demand for ridership
- **Pre-Book Booking Type** - Rides that are booked in advance of the requested trip day
- **Specialized Daily Ridership** - Number of passengers taking specialized transit trips per day
- **Specialized Service Type** - Number of trips that are using the specialized transit service
- **Subscription Booking Method** - Trips that are booked once and happen on a recurring schedule ie. trips to dialysis

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**OPERATIONS DEPARTMENT  
MEMORANDUM**

**DATE:** May 26, 2025

**TO:** Mayor and Members of Council

**FROM:** Mike DiPaola, Director, Infrastructure

**SUBJECT:** **Vision Zero Automated Speed Enforcement**

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In response to Council's request for clarification on the distribution of Automated Speed Enforcement revenues, staff have confirmed that the Niagara Region allocates 50% of net revenues from the program to local area municipalities. This information can be found in [Schedule 5 of JBM-C-3-2025](#). This distribution is not based on the number of fines issued in each municipality, but rather on each municipality's proportional share of the Region's 2024 returned roll property assessment, as provided by MPAC.

For Council's information, the following reports and memos submitted to Niagara Regional Council provide further background on the ASE program and related initiatives:

- [JBM-C 3-2025 - 2024 Year End Report for Provincial Offences Court](#)
- [PW16-2025 - Vision Zero Road Safety Strategic Plan](#)
- [PW12-2025 - Updated Speed Limit Policy and Signs in School Zones](#)
- [CWCD 2025-22 – Automated Speed Enforcement – 2024 Results](#)
- [PW11-2024 - Vision Zero: Automated Speed Enforcement Preliminary Results and Next Steps](#)

Staff have also contacted the Niagara Region to confirm a date for Regional staff to attend a future Council meeting to provide a direct update and respond to questions regarding the ASE program. The attached reports should provide an overview of the results of the program, which should help ground the conversation with the Niagara Regional staff sometime in the future.

Sincerely,



**Mike DiPaola, Director, Infrastructure**

**DATE:** May 26, 2025

**REPORT NO:** CS-04-2025

**SUBJECT:** **2025 Event Series Options**

**CONTACT:** Cynthia Summers, Director Community and Protective Services  
Wendy Beaty, Coordinator of Recreational Services

**OVERVIEW:**

- The purpose of this Report is to provide Council with options for the 2025 Event Series in light of the hosting opportunity of the 2025 International Plowing Match (IPM)
- The IPM will bring approximately 75,000 people into West Lincoln with opportunities to capture economic activity for local business by attracting IPM event goers into Smithville to attend events at the West Lincoln Community Centre and shop locally
- The report presents three options:
  - Option One – Continue with the same summer event schedule as 2024 and not offer additional programming for the IPM.
  - Option Two – Reduce the number of Music Market and Park It events by three and add three community line-dancing events at the West Lincoln Community Centre to take place over the course of the IPM in September.
  - Option Three – Continue with the same summer event schedule as 2024 and add three additional community line dancing events at the West Lincoln Community Centre over the course of the IPM.

**RECOMMENDATION:**

1. That, Recommendation Report CS-04-2025, titled “2025 Event Series Options” dated May 26, 2025 be received; and,
2. That, Administration be directed to proceed with the Option \_\_\_\_\_

**ALIGNMENT TO STRATEGIC PLAN:**

**Theme # 1**

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

**Theme # 3**

- **ENRICH** – our strong agricultural legacy.

## **BACKGROUND:**

The Music, Market and Park It event series was successfully delivered in 2024, combining a weekly open market, musical performances, and a community car show at the West Lincoln Community Centre. Community feedback was largely positive, with strong attendance at musical events and vendor participation. However, low farm vendor engagement continues to be a challenge, limiting eligibility to operate as a formal Farmers' Market under FMO.

Key 2024 performance outcomes included:

- Average concert attendance: 137
- Average vendors per event: 16
- Average market shoppers: 42
- Car show participation varied due to weather but peaked at 20 cars
- Strong community satisfaction with music and vendor quality
- Feedback emphasized the desire for better promotion and more vendors

Survey responses and observations highlighted interest in enhancing community events while also addressing opportunities to increase local economic activity, especially given the anticipated tourism influx from the 2025 IPM.

## **CURRENT SITUATION:**

To guide 2025 planning and budgeting, Administration has developed three event delivery options for Council's consideration:

### **OPTION 1 – Status Quo (Same as 2024 Event Series)**

- 6 weekly Music, Market and Park It events (mid-July to August)
- 1 Canada Day market
- 1 Parade Day holiday market
- No changes in structure, location, or budget
- Total cost: within existing approved Recreation operating budget

Pros:

- Proven format with positive community feedback
- Minimal planning adjustments required
- Fits within existing staffing and financial resources

Cons:

- Does not capitalize on economic opportunities related to IPM
- Limited innovation in programming
- Ongoing struggle to recruit farm vendors

### **OPTION 2 – Reduced Series with IPM Alignment**

- Change Music, Market and Park It events to Music only events, and reduce the number from 6 to 3,
- Add 3 community dance events during the IPM in September at the West Lincoln Community Centre
- The dances aim to attract IPM visitors into Smithville and to promote local shopping and dining and provide local residents additional programming.
- Participation at the dances will be by donation, with the donations going to a local West Lincoln charity
- Total cost: within existing operating budget by reallocating resources from reduced number of summer events

#### **Pros:**

- Taps into tourism spin-offs from IPM
- New and inclusive programming (community dances)
- Flexible use of existing budget
- Supports economic development goals

#### **Cons:**

- Reduces frequency of Music, Market and Park It events
- Potential dissatisfaction from regular attendees and vendors
- Requires targeted promotion and coordination with IPM activities

### **OPTION 3 – Expanded Programming with Additional Line Dancing Events**

- Maintain full 2024 event schedule
- Add 3 community line dancing nights at West Lincoln Community Centre
- Additional cost of \$14,000 to support facility use, instructors, and planning and promotion
- Requires funding from Contingency Reserve

#### **Pros:**

- Preserves successful summer event model
- Enhances community offerings with inclusive, low-barrier programs
- Leverages increased community interest in dance and music
- Potential to build partnerships with IPM organizers and rural audiences

#### **Cons:**

- May require funding from Contingency Reserve in the amount of \$14,000 in order to cover additional costs. This amount includes the need for additional resources for the additional programming, including part-time staffing and entertainment (musicians and dancing instructors).
- Higher staff resource demands
- Risk of low attendance at new events if not effectively marketed

### **FINANCIAL IMPLICATIONS:**



As noted above, Administration has provided three options to Council in regards to how to approach and deliver the 2025 Recreation Program Event Series. The financial implication of each option is noted below:

**Option 1:** No additional funding required; the costs are within the approved 2025 budget.

**Option 2:** No additional funding required; the overall costs are covered within the approved 2025 budget. This will be achieved by reallocating resources and costs, through a reduction in the number of Music Market and Park It events, with an addition of the IPM related events in September at the WLCC.

**Option 3:** If this Option were selected by Council, this would allow for the full event programming that was in place in 2024 to continue in 2025, along with the addition of the IPM line dancing night events. There would be an additional cost of approximately \$14,000 in order to offer the IPM related programming. At the current time, Administration is forecasting that revenues within the Youth Recreation Programming subfunction will be higher than budgeted. This will help to offset the additional cost noted above.

In the event that these costs exceed the available budget, there is an opportunity to offset these costs by funding through the Contingency Reserve, up to a maximum of \$14,000. The Contingency Reserve was established to fund tax revenue shortfalls and one-time operating expenditures. Given the IPM event (and any programming related to this) is considered to be a one-time event/expenditure, this Reserve is the appropriate funding source for this request. If Council wishes to approve this Option, the Township programming related to the IPM could be funded through a transfer from the Contingency Reserve, as required, up to a maximum of \$14,000.

#### **INTER-DEPARTMENTAL COMMENTS:**

This Report was reviewed by the CAO, the Director of Corporate Services/CFO and the Clerk's Department.

#### **CONCLUSION:**

All three options offer unique benefits to the community. Option 1 maintains continuity, Option 2 leverages the IPM to drive economic activity, and Option 3 builds on momentum while offering new community engagement. Staff seek Council's direction to proceed with one of the proposed approaches.

**Prepared & Submitted by:**

**Approved by:**

**Cynthia Summers**

Director Community and Protective Services

**Truper McBride**

Chief Administrative Officer



**TOWNSHIP OF WEST LINCOLN  
GROWTH AND SUSTAINABILITY  
COMMITTEE MINUTES**

**MEETING NO. FOUR**

**May 12, 2025, 6:30 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

Council: Councillor Joann Chechalk, Chair  
Councillor Shelley Bradaric  
Councillor Jason Trombetta  
Councillor Mike Rehner  
Councillor William Reilly  
Councillor Greg Maychak

Staff: Jessica Dyson, Director, Legal and Legislative Services  
Gerrit Boerema, Director, Growth and Sustainability  
Justin Paylove, Manager, Legislative Services/Clerk  
Kevin Geoghegan, IT Help Desk Analyst  
Truper McBride, CAO  
Mike DiPaola, Director, Infrastructure

Absent with regrets: Mayor Cheryl Ganann, Notification Provided

Attendees Albert Witteveen  
Beverley Johnson  
David Castellan  
Joan Packham  
Sandra Goodale  
Elizabeth Comfort  
Wayne Young  
Diane Young  
Keith Bousfield  
Lyse McMaster  
Rhonda McMillan  
Bonnie McMillan

Deb Meidersoma  
Nancy Neville  
Gord Szash  
Jody Couture  
LeeAnna Van Iperen  
Jesta Klemendorf  
Rodger Vaughan  
Kathy Whybourne

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**1. CHAIR - Councillor Joann Chechalk**

Prior to commencing with the Growth and Sustainability meeting agenda, Chair Chechalk will provide the following announcements:

1. Comments can be made from members of the public for a matter that is on the agenda by advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.
2. The public may submit written comments for matters that are on the agenda to [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 Hattiwendaronk, 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. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST**

Public Meeting(s)

**4. PUBLIC MEETING(S)**

**4.1 1806018 Ontario Inc. (Linde Truck and Trailer) (4426 Regional Road 20) File #1601-014-24**

Re: Application for Zoning By-law Amendment for the proposal to facilitate an expansion of 492 square metres to the existing truck and vehicle repair and service shop and outdoor storage in the front yard.

**4.2 171 Mill Street (Legion Villa) File # 1601-003-25**

Re: Application for Zoning By-law Amendment submitted by Quartek Group Inc. (Consultant-Agent) pm behalf of Branch 393 Royal Canadian Legion Senior Citizens Complex - Legion Villa (owner/applicant)

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

There were no change in order of items on agenda

**6. APPOINTMENTS**

There were no appointments

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

**NOTE: Section 10.13 (5) & (6) – 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. A person who wishes to discuss a planning application or a matter that can be appealed, will be permitted to speak for ten (10) minutes.

Chair to inquire if there are any members of the public present who wish to address any items on the Growth and Sustainability Committee agenda.

**8. CONSENT AGENDA ITEMS**

**8.1 ITEM GS23-25**

There were no consent agenda items.

**9. COMMUNICATIONS**

**9.1 ITEM GS24-25**

Re: Legion Villa New Build Support

**Moved By** Councillor Greg Maychak  
**Seconded By** Councillor William Reilly

That, the correspondence received from the Legion Villa on April 30, 2025 be received for information.

**Carried**

## **10. STAFF REPORTS**

### **10.1 ITEM GS25-25**

Manager, Community Planning and Design, (Susan Smyth) and Director, Growth and Sustainability, (Gerrit Boerema)

Re: Recommendation Report PD-18-2025 - Proposed Street Naming for Station Meadows West Subdivision (P. Budd Developments) (File No. 2000-89-19)

**Moved By** Councillor Jason Trombetta  
**Seconded By** Councillor Shelley Bradaric

1. That Recommendation Report PD-18-2025 titled "Recommendation Report - Proposed Street Naming for Station Meadows West Subdivision (P. Budd Development) (File No. 2000-89-19)," dated May 12, 2025 be received; and,
2. That, Council approves "Skipton Street, Chester Road, Evans Place, Meredith Street, Kennedy Street, and Petersfield Drive" as street names for the Station Meadows West Subdivision Development and that the Mayor and Clerk be authorized to sign a by-law as found attached to this report.

**Carried**

### **10.2 ITEM GS26-25**

Manager, Community Planning and Design, (Susan Smyth) and Director of Growth and Sustainability, (Gerrit Boerema)

Re: Information Report PD-19-2025 - Zoning By-law Amendment for 4426 Regional Road 20 (File No. 1601-014-24) for 18606018 Ontario Inc.(Linde Truck and Trailer)

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Shelley Bradaric

1. That, Information Report PD-19-2025, titled “Zoning By-law Amendment for 4426 Regional Road 20 (File No. 1601-014-24) for 1806018 Ontario Inc. (Linde Truck and Trailer)”, dated May 12, 2025 be received.

**Carried**

### **10.3 ITEM GS27-25**

Chief Building Official, (Ben Agro)

Re: Recommendation Report BLDG-06-2025 - Site Alteration Permit,  
1664 Abingdon Road

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Mike Rehner

1. That Recommendation Report BLDG-06-2025 titled “Site Alteration Permit 1664 Abingdon Road”, dated May 12th, 2025 be received; and,
2. That, the application for site alteration to import 220 loads (2,200 cubic metres) of topsoil be approved, subject to a site alteration agreement which requires additional security, regulates the number of trucks per day, imposes truck traffic control, regulates dust and road fowling, and provides a timeline to complete the works; and,
3. That, Council pass a bylaw to Authorize the Mayor and Clerk to sign and enter into the site alteration agreement with the owners as found in Schedule E.

**Carried**

### **10.4 ITEM GS28-25**

Manager, Community Planning and Design, (Susan Smyth), and Director of Growth and Sustainability, (Gerrit Boerema)

Re: Information Report PD-20-2025 - Zoning By-law Amendment for 171 Mill Street (File No. 1601-003-25)

**Moved By** Councillor Jason Trombetta  
**Seconded By** Councillor Greg Maychak

1. That, Information Report PD-20-2025, title “Zoning By-law Amendment for 171 Mill Street (File No. 1601-003-25) for Legion Villa Senior Residence”, dated May 12, 2025 be received.

**Carried**

**11. OTHER BUSINESS**

**11.1 ITEM GS29-25**

Members of Committee

Re: Other Business Matters of an Informative Nature

**12. 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).

**13. CONFIDENTIAL MATTERS**

There were no confidential items.

**14. ADJOURNMENT**

The Chair declared the meeting adjourned at the hour of 8:11PM

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JUSTIN PAYLOVE, MANAGER,  
LEGISLATIVE SERVICES/CLERK

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COUNCILLOR JOANN  
CHECHALK, CHAIR





## **TOWNSHIP OF WEST LINCOLN**

### **OPERATIONS COMMITTEE**

#### **MINUTES**

#### **MEETING NO. THREE**

**May 12, 2025, 7:30 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

Council: Councillor William Reilly, Chair  
Councillor Mike Rehner  
Councillor Shelley Bradaric  
Councillor Jason Trombetta  
Councillor Joann Chechalk  
Councillor Greg Maychak

Staff: Mike DiPaola, Director, Infrastructure  
Jessica Dyson, Director, Legal and Legislative Services  
Kevin Geoghegan, IT Help Desk Analyst  
Justin Paylove, Manager, Legislative Services/Clerk  
Truper McBride, CAO  
Gerrit Boerema, Director, Growth and Sustainability  
Ray Vachon, Manager, Capital Design Delivery

Absent with regrets: Mayor Cheryl Ganann, Notification Provided

Attendees: Kathy Whybourne

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#### **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**

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

## **5. APPOINTMENTS**

There were 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.

Kathy Whybourne

Kathy Whybourne noted a concern in regards to the Vision Zero Report, specifically page 4 with the financial implications sections.

The chair inquired to the Director, Infrastructure Mike DiPaola, in response to Kathy Whybourne's question. The Director, explained at this time he had no information to provide, and that this is a Regional initiative. The Regional Reports would provide more information, and he noted he would get back to Kathy Whybourne with that information.

## **7. CONSENT AGENDA ITEMS**

### **7.1 ITEM OC13-25**

There were no consent agenda items.

## **8. COMMUNICATIONS**

There were no communications.

## **9. STAFF REPORTS**

### **9.1 ITEM OC14-25**

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

Re: Information Report O-15-2025 - 2024 CLI-ECA Annual Performance Reports

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Greg Maychak

1. That, Information Report O-15-2025 titled, "2024 CLI-ECA Annual Performance Reports", dated May 12, 2025, be received.

**Carried**

### **9.2 ITEM OC15-25**

Director, Infrastructure, (Mike DiPaola)

Re: Recommendation Report O-13-2025 - Vision Zero Automated Enforcement Program Revenue – Road Safety Action Plan

**Moved By** Councillor Greg Maychak

**Seconded By** Councillor Shelley Bradaric

1. That, Recommendation Report O-13-2025, titled "Vision Zero Automated Enforcement Program Revenue – Road Safety Action Plan", dated May 12, 2025 be received; and,
2. That, Council approve the proposal to utilize the Township's share, totalling \$56,954, of the Automated Enforcement Program revenue

to develop and issue a Request for Proposal to retain a qualified consultant to create a comprehensive Road Safety Action Plan; and,

3. That, Budget Amendment BA2025-05 reflecting a project budget of \$56,954, with funding from the Vision Zero Program revenues, be approved.
4. That, administration be directed to return with a memorandum at the next Council Meeting in regards to how revenue disbursement was conducted from the Niagara Region Vision Zero Automated Enforcement program; and,
5. That Administration be directed to invite Regional staff to present to Council updates regarding the Niagara Region Vision Zero Automated Enforcement program.

**Carried as Amended**

**Amending Motion:**

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Mike Rehner

1. That, administration be directed to return with a memorandum at the next Council Meeting in regards to how revenue disbursement was conducted from the Niagara Region Vision Zero Automated Enforcement program; and,
2. That Administration be directed to invite Regional staff to present to Council updates regarding the Niagara Region Vision Zero Automated Enforcement program.

**Carried**

9.3 ITEM OC16-25

Manager, Civil Land Development, (Jennifer Bernard) and Director, Infrastructure, (Mike DiPaola)

Re: Information Report O-14-2025 - Ownership Change of Kimbo Road

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Greg Maychak

1. That, Information Report O-14-2025 titled, "Ownership Change of Kimbo Road", dated May 12, 2025, be received.

**Carried**

9.4 ITEM OC17-25

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

Re:: Recommendation Report O-09-2025 - Small Container Water Fill Station

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Joann Chechalk

1. That, Recommendation Report O-09-2025 titled, "Small Container Water Fill Station", dated May 12, 2025, be received; and
2. That, Administration proceed with Option 1; and,
3. That notice be posted physically on site as well as the Township website.

**Carried as Amended**

**Amending Motion:**

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Shelley Bradaric

1. That, Administration pursue Option 1; and,
2. That notice be posted physically on site as well as the Township website.

**Carried**

9.5 ITEM OC18-25

Director, Infrastructure, (Mike DiPaola)

Re: Information Report O-07-2025 - Pavement and Bridge Management

Systems - Status Report  
**POWERPOINT PRESENTATION**

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Mike Rehner

1. That, Information Report O-07-2025 titled, "Pavement and Bridge Management Systems – Status Report" dated May 12, 2025, be received for information.

**Carried**

**10. OTHER BUSINESS**

10.1 ITEM OC19-25

Members of Council

Re: Other Business Items of an Informative Nature

Councillor William Reilly

Re: Mayor's Luncheon

Councillor Greg Maychack

Re: Kidney Donation, for West Lincoln resident

Flag Raising for Niagara Community Foundation

Councillor Joann Chechalk

Re: Niagara Strikes Back - Bowling

**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 were no confidential matters.

**13. DISCLOSURE OF CONFIDENTIAL MATTERS**

**14. ADJOURNMENT**

The Chair to declare the meeting adjourned at the hour of 9:43 p.m.

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JUSTIN PAYLOVE, MANAGER,  
LEGISLATIVE SERVICES/CLERK

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COUNCILLOR WILLIAM REILLY,  
CHAIR

**TOWNSHIP OF WEST LINCOLN  
CORPORATE SERVICES COMMITTEE  
MINUTES**

**MEETING NO. FOUR**

**May 20, 2025, 6:30 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

Council: Councillor Shelley Bradaric, Chair  
Councillor Jason Trombetta  
Councillor Mike Rehner  
Councillor Joann Chechalk  
Councillor Greg Maychak

Staff: Justin Paylove, Manager, Legislative Services/Clerk  
Jessica Dyson, Director, Legal and Legislative Services  
Truper McBride, CAO  
Katelyn Repovs, Director, Corporate Services/CFO  
Kevin Geoghegan, IT Help Desk Analyst  
Tim Hofsink, Fire Chief  
Cynthia Summers, Director, Community and Protective Services  
Brienne Parsons, Recreation and Wellness Programmer

Absent with regrets: Mayor Cheryl Ganann, Notification Provided  
Councillor William Reilly, Notification Provided

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**1. CHAIR - Councillor Shelley Bradaric**

Prior to commencing with the Corporate Services Committee meeting agenda, Chair Bradaric 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 Hattiwendaronk, 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.

## **4. CHANGE IN ORDER OF ITEMS ON AGENDA**

There were no change in order of Items on Agenda

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

## **5. APPOINTMENTS**

### **5.1 ITEM CS36-25**

Bruce Squires and Aaron Levo, West Lincoln Memorial Hospital  
Re: Rebuilding of West Lincoln Memorial Hospital  
**POWERPOINT PRESENTATION**

## **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 were any members of the public present who wish to address any items on the Corporate Services Committee agenda.

## **7. CONSENT AGENDA ITEMS**

7.1 ITEM CS37-25

There were no consent agenda items.

**8. COMMUNICATIONS**

8.1 ITEM CS38-25

Joint Accessibility Advisory Committee

Re: Minutes - May 8, 2025

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Greg Maychak

1. That, the minutes from the Joint Accessibility Advisory Committee dated May 8, 2025; be received.

**Carried**

**9. STAFF REPORTS**

9.1 ITEM CS39-25

Director of Corporate Services/CFO, (Katelyn Repovs)

Re: Recommendation Report T-10-2025 - Unsuccessful Tax Sale Property

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor Joann Chechalk

1. That, Recommendation Report T-10-2025, titled "Unsuccessful Tax Sale Property", dated May 20, 2025, be received; and,
2. That, the Treasurer be authorized, under Sections 354(2) and (3) of the Municipal Act, to write-off outstanding taxes, penalties and interest as uncollectible, in the amount of \$263,576.53, for the property described as Roll #2602 010 003 12300, PIN 46068-0099; and,
3. That, the Treasurer be authorized, under Sections 353(2) and (3) of the Municipal Act, to charge back the proportionate uncollectible amounts to the Region of Niagara and the applicable Boards of Education; and,
4. That, the Treasurer be authorized to place the property up for tax sale following the adjustments in Recommendations #2 and #3 above.

**Carried**

**10. OTHER BUSINESS**

**10.1 ITEM CS40-25**

Members of Committee

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

Councillor Maychak

Re: Township of West Lincoln Senior Seminar – Friday June 6, 2025

Councillor Chechalk

Re: Junk and Trunk Annual Sale at the West Niagara Agricultural Society  
May 24, 2025

**10.2 ITEM CS41-25**

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**

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

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Greg Maychak

**12.1** Manager, Legislative Services/Clerk (Justin Paylove)

Re: Citizen Appointments on Boards and Committees - Heritage Committee

**APPLICATION PROVIDED UNDER SEPARATE COVER**

Applicable closed session exemption(s):

- Personal matters about an identifiable individual, including municipal or local board employee(s).

**Carried**

12.1 Manager of Legislative Services/Clerk (Justin Paylove)

Re: Citizen Appointments on Boards and Committees - Heritage  
Committee

**13. DISCLOSURE OF CONFIDENTIAL MATTERS**

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Joann Chechalk

That administration proceed as directed in closed session.

**Carried**

**14. ADJOURNMENT**

The Chair declared the meeting adjourned at the hour of 7:49 PM

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JUSTIN PAYLOVE, MANAGER,  
LEGISLATIVE SERVICES/CLERK

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COUNCILLOR SHELLEY  
BRADARIC, CHAIR



**TOWNSHIP OF WEST LINCOLN**  
**COMMUNITY AND PROTECTIVE SERVICES COMMITTEE**  
**MINUTES**

**MEETING NO. FOUR**

**May 20, 2025, 7:30 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

Council:                      Councillor Jason Trombetta, Chair  
                                     Councillor Shelley Bradaric  
                                     Councillor Mike Rehner  
                                     Councillor Joann Chechalk  
                                     Councillor Greg Maychak

Staff:                              Justin Paylove, Manager, Legislative Services/Clerk  
                                     Jessica Dyson, Director, Legal and Legislative Services  
                                     Truper McBride, CAO  
                                     Katelyn Repovs, Director, Corporate Services/CFO  
                                     Kevin Geoghegan, IT Help Desk Analyst  
                                     Tim Hofsink, Fire Chief  
                                     Cynthia Summers, Director, Community and Protective Services  
                                     Brianne Parsons, Recreation and Wellness Programmer

Absent with regrets:      Mayor Cheryl Ganann, Notification Provided  
                                     Councillor William Reilly, Notification Provided

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**1. CHAIR - Councillor Jason Trombetta**

Prior to commencing with the Community and Protective Services Committee meeting agenda, Chair Trombetta 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](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, 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 were no change in order of items on agenda

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

## **5. APPOINTMENTS**

There were 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 Community and Protective Services Committee agenda.

## **7. CONSENT AGENDA ITEMS**

### **7.1 ITEM CPS01-25**

There were no Consent Agenda Items

## **8. COMMUNICATIONS**

### **8.1 ITEM CPS02-25**

Maidens of the Mist Renaissance Festival

Re: Request for Designation of a Community Festival

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Joann Chechalk

1. That, the correspondence from Greg Schuurman, CEO, Faires.ca, dated April 28 2025, requesting that Maidens of the Mist Renaissance Festival be designated as a "Community Festival" in order to obtain a Special Events Permit from the Ontario Alcohol & Gaming Commission, be received; and,
2. That, the Council of the Corporation of the Township of West Lincoln hereby designate the Maidens of the Mist Renaissance Festival as a "Community Festival of Municipal Significance" in accordance with the Liquor Licence Act of Ontario and the Alcohol and Gaming Commission of Ontario, which festival is to be held from Friday, June 6th to and including Sunday, June 8th, 2025 at the West Niagara Agricultural Centre, 7402 Mud Street, Grassie ON.

**Carried**

### **8.2 ITEM CPS03-2025**

International Plowing Match and Rural Expo

Re: Request for Designation of a Community Festival

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Greg Maychak

1. That, the correspondence from Renate MacGillivray, dated March 20, 2025, requesting that International Plowing Match Expo be designated as a "Community Festival" in order to obtain a Special Events Permit from the Ontario Alcohol & Gaming Commission, be received; and,
2. That, the Council of the Corporation of the Township of West Lincoln hereby designate the International Plowing Match Expo as

a "Community Festival of Municipal Significance" in accordance with the Liquor Licence Act of Ontario and the Alcohol and Gaming Commission of Ontario, which festival is to be held from Tuesday September 16th, to and including Saturday, September 20th, 2025 at the West Niagara Agricultural Centre, 7402 Mud Street, Grassie ON.

**Carried**

8.3 ITEM CPS04-2025

West Lincoln Age Friendly Advisory Committee  
Re: Minutes of April 4, 2025

**Moved By** Councillor Greg Maychak

**Seconded By** Councillor Shelley Bradaric

1. That, the minutes from the West Lincoln Age Friendly Advisory Committee dated April 4, 2025; be received

**Carried**

8.4 ITEM CPS05-25

Mayor's Youth Advisory Committee  
Re: Minutes of April 2, 2025

**Moved By** Councillor Mike Rehner

**Seconded By** Councillor Joann Chechalk

1. That, the minutes from the Mayor's Youth Advisory Committee dated April 2, 2025; be received

**Carried**

**9. STAFF REPORTS**

9.1 ITEM CPS06-24

Fire Chief, (Tim Hofsink)  
Re: Information Report WLFD-04-2025 - Monthly Update - April 2025

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Greg Maychak



That, Information Report WLFD-04-2025 titled “Monthly Update – April 2025” dated May 20, 2025, be received for information.

**Carried**

9.2 ITEM CPS07-25

Director, Community and Protective Services, (Cynthia Summers)  
Re: Information Report CS-02-2025 - West Lincoln Community Centre (WLCC) 2024 Update

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Shelley Bradaric

That, Information Report CS-02-2025, titled “West Lincoln Community Centre (WLCC) 2024 Update”, dated May 20, 2025, be received for information.

**Carried**

**10. OTHER BUSINESS**

10.1 ITEM CPS08-25

Members of Council  
Re: Other Business Items of an Informative Nature

Councillor Trombetta  
Re: Drive through BBQ at the West Lincoln Fire Station 2

**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 were no confidential matters.

**13. ADJOURNMENT**

The Chair to declare the meeting adjourned at the hour of 8:22 p.m.

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JUSTIN PAYLOVE, MANAGER,  
LEGISLATIVE SERVICES/CLERK

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COUNCILLOR JASON  
TROMBETTA, CHAIR

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

**BY-LAW 2025-29**

**A BY-LAW TO AMEND BY-LAW 2024-82, CONSOLIDATED USER FEES AND CHARGES BY-LAW**

**WHEREAS** the Municipal Act, 2001 requires that all fees and charges be established by by-law as of January 1, 2003;

**WHEREAS** Section 391 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that despite any Act, a municipality may pass by-laws imposing fees or charges on any class of persons for services or activities provided or done by or on behalf of it and for the use of its property, including property under its control;

**AND WHEREAS** the Council of the Corporation of the Township of West Lincoln, at its meeting on February 24, 2025, passed a Resolution approving the enactment of a By-law to amend By-law 2024-82 to incorporate water and wastewater utility user fees;

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

1. That By-law 2024-82 be and the same is hereby amended by appending the attached Schedule of Water and Wastewater Utility User Fees and Charges to the current By-law 2024-82.
2. This By-law shall be known as the "Consolidated User Fees and Charges By-law".
3. That the schedule pertaining to Water and Wastewater Utility User Fees and Charges within By-law 2023-90, be and are hereby repealed.
4. That this By-law come into force and take effect on July 1, 2025.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
26 DAY OF MAY, 2025.**

---

**MAYOR CHERYL GANANN**

---

**JUSTIN PAYLOVE, CLERK**

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

**BY-LAW NO. 2025-30**

**A BY-LAW TO NAME ROADS WITHIN THE STATION MEADOWS  
WEST SUBDIVISION BEING SKIPTON STREET, CHESTER ROAD,  
EVANS PLACE, MEREDITH STREET, KENNEDY STREET, AND  
PETERSFIELD DRIVE, TOWNSHIP OF WEST LINCOLN**

**WHEREAS** Section 11 (3) of the Municipal Act, 2001, provides for spheres of jurisdiction and states that a lower tier municipality and an upper tier municipality may pass by-laws respecting transportation systems other than highways, including parking and private roads; and,

**WHEREAS** notice of the public meeting was circulated to Council and in the newspaper on March 13, 2025 for consideration; and,

**WHEREAS** a public meeting was held on April 14, 2025 to hear any person(s) who wished to give written correspondence on this matter; and,

**WHEREAS** no public comments have been received, and

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

1. That Council hereby confirms that Skipton Street (Street A); Chester Road (Street B); Evans Place (Street C); Meredith Street (Street D); Kennedy Street (Street E); and Petersfield Drive (Street F) as shown in the Stations Meadows West Subdivision Draft Plan illustrated on Schedule A attached hereto be approved.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
26 DAY OF MAY, 2025.**

---

**MAYOR CHERYL GANANN**

---

**JUSTIN PAYLOVE, CLERK**



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

**BY-LAW NO. 2025-31**

**A BY-LAW TO AUTHORIZE A SITE ALTERATION AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN AND DAVID CASTELLAN AND MEGAN GRIFFITHS, FOR LANDS LEGALLY DESCRIBED AS CONCESSION 4 PART LOT 16 CAISTOR, PART 4 OF RP 30R11882, IN THE TOWNSHIP OF WEST LINCOLN.**

**WHEREAS** the Corporation of the Township of West Lincoln deems it expedient to enter into a Site Alteration Agreement with David Castellan and Megan Griffiths, for lands legally described as Concession 4 Part Lot 16 Caistor, Part 4 of RP 30R11882, In the Township of West Lincoln;

**AND WHEREAS** approval and authority for such Agreement is required;

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

1. That the Council of the Corporation of the Township of West Lincoln enter into a Site Alteration Agreement with David Castellan and Megan Griffiths, for lands legally described as Concession 4 Part Lot 16 Caistor, Part 4 of RP 30R11882, in the Township of West Lincoln;
2. That the Mayor and Clerk be and each of them is hereby authorized to sign the said Site Alteration Agreement and any other document or documents necessary to implement the intent of this By-law and the said Site Alteration Agreement, and the Clerk is hereby authorized to affix the Corporate Seal thereto and deliver the same to the appropriate parties.
3. That a copy of the said Site Alteration Agreement and any supplementary Agreements, when executed by the said parties shall be attached hereto as “Schedule A”, and shall form part of this By-law, upon registration on title.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
26 DAY OF MAY, 2025.**

\_\_\_\_\_  
**MAYOR CHERYL GANANN**

\_\_\_\_\_  
**JUSTIN PAYLOVE, CLERK**

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

**BY-LAW NO. 2025-32**

**A BY-LAW TO AMEND BY-LAW 2023-03 WHICH CONFIRMED  
VARIOUS APPOINTMENTS AND/OR RECOMMENDATIONS  
FOR APPOINTMENTS TO BOARDS, COMMITTEES &  
MUNICIPAL POSITIONS**

**WHEREAS** the Council of the Corporation of the Township of West Lincoln enacted By-law 2023-03 which confirmed various appointments and/or recommendations for appointments to Boards, Committees and Municipal positions;

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

1. That Schedule B of By-law 2023-03 be deleted and replaced with the attached amended Schedule B, Heritage Committee by appointing Rinki Haque

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
26 DAY OF MAY, 2025.**

---

**MAYOR CHERYL GANANN**

---

**JUSTIN PAYLOVE, CLERK**

**SCHEDULE “B” TO BY-LAW 2023-03  
(As Amended by By-law 2025-32)**

**APPOINTMENTS TO THE WEST LINCOLN HERITAGE COMMITTEE**

That, the following persons be and are hereby appointed to serve as members on the West Lincoln Heritage Committee for the rest of the term, or until their successors are appointed:

Darren Draaistra  
Wendy Veldman  
Rob Cosby  
Rinki Haque

Council Representative: Councillor Shelley Bradaric



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

**BY-LAW NO. 2025-33**

**A BY-LAW TO APPOINT TRAY BENISH AS “OVERALL RESPONSIBLE OPERATOR” AND LINO SOLOMITA AND ZACH LANE AND NATHAN LEWIS AS ALTERNATE “OVERALL RESPONSIBLE OPERATORS” FOR THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN (WATER AND WASTEWATER)**

**WHEREAS** the *Municipal Act*, S.O. 2001, c.25, confers authority upon the municipality to conduct its affairs as it considers necessary and appropriate;

**AND WHEREAS** Section 23(1) of Ontario Regulation 128/04, relating to the Safe Drinking Water Act, 2002, states that the owner or operating authority of a municipal residential subsystem shall designate as overall responsible operator of the subsystem an operator who holds a certificate for that type of subsystem and that is of the same class as or higher than the class of that subsystem.

**AND WHEREAS** Section 17(5) of Ontario Regulation 129/04, being the Licensing of Sewage Works Operators Regulation under the Ontario Water Resources Act R.S.O. 1990, states that the owner of a facility shall designate as overall responsible operator of the facility an operator who holds a licence that is applicable to that type of facility and that is of the same class as or higher than the class of the facility

**AND WHEREAS** Tray Benish, Lino Solomita, Zach Lane and Nathan Lewis have the required qualifications;

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

1. That Tray Benish be and is hereby appointed as “Overall Responsible Operator” for the Corporation of the Township of West Lincoln.
2. That in the absence of Mr. Tray Benish, Mr. Lino Solomita and/or Mr. Zach Lane and/or Mr. Nathan Lewis be and are hereby appointed as Alternate “Overall Responsible Operator(s)”.
3. That By-law 2023-21 be and is hereby repealed.
4. That this By-Law shall come into effect on the date of its passing thereof.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
26 DAY OF MAY, 2025.**

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**MAYOR CHERYL GANANN**

---

**JUSTIN PAYLOVE, CLERK**

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

**BY-LAW NO. 2025-34**

**A BY-LAW TO ADOPT, CONFIRM AND RATIFY  
MATTERS DEALT WITH BY COUNCIL RESOLUTION**

**WHEREAS** the Municipal Act 2001, S.O. 2001, Chapter 25, as amended, Section 5(1), provides that the powers of a municipal corporation shall be exercised by its Council;

**AND WHEREAS** the Municipal Act 2001, S.O. 2001, Chapter 25, as amended, Section 5(3) provides that a municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** Section 11(2) of the said Act provides that a lower tier municipality may pass by-laws respecting matters within the spheres of jurisdiction as set out in the said Act;

**AND WHEREAS** in many cases, action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual by-law;

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

1. That the actions of the Council at its regular meetings of May 26, 2025 in respect of which recommendations contained in the reports of the committees considered at each meeting and in respect of each motion, resolution and other action taken by the Council at its meeting are, except where the prior approval of the Ontario Land Tribunal or other authority is required by law, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the above mentioned minutes or with respect to the exercise of any powers by the Council in the above mentioned minutes, then this By-law shall be deemed for all purposes to be the By-law required for approving and authorizing and taking of any action authorized therein or thereby, or required for the exercise of any powers therein by the Council.
3. That the Mayor and the proper officers of the Corporation of the Township of West Lincoln are hereby authorized and directed to do all things necessary to give effect to the said action of the Council or to obtain approvals where required and, except where otherwise provided, the Mayor, Clerk, and/or the Administrator are hereby directed to execute all documents necessary on behalf of the Corporation of the Township of West Lincoln and to affix thereto the corporate seal of the Corporation of the Township of West Lincoln.
4. That this By-law shall come into force and take effect on the date of its final passing.

**READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED THIS  
26 DAY OF MAY, 2025.**

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**MAYOR CHERYL GANANN**

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**JUSTIN PAYLOVE, CLERK**