



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN
COUNCIL AGENDA

MEETING NO. TWELVE

Monday, August 11, 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.

Pages

1. **SINGING OF "O CANADA" - Smithville Public School**

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

1. Comments from the public for a matter that is on the agenda may be provided in person by attending the meeting and advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.
2. For those individuals that are unable to attend the meeting in person, you may submit comments for matters that are on the agenda by either
(1) emailing 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 OR
(2) by contacting the Clerk's Department to request a Zoom Link to attend the meeting virtually.
3. This meeting will be livestreamed as well as recorded and available on the Township's website by visiting events.westlincoln.ca/meetings

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 Greg Maychak

4. 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)

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. PUBLIC MEETING(S)

- 7.1 2853972 Ontario inc. (Owner) and NPG Planning Solutions (Agent)
An application was submitted for an Official Plan Amendment, File No. 1701-002-25, Zoning By-law Amendment, File No. 1601-004-25, Draft Plan of Subdivision, File No. 2000-002-25, Draft Plan of Condominium File No. 2002-003-25 CDM and Site Plan Approval File No. 2100-004-25 to facilitate a residential development consisting of three blocks of street townhouses and 9 stacked townhouse blocks consisting of 144 units.

8. APPOINTMENTS/PRESENTATIONS

- 8.1 Staff Sergeant Dylan Bourgeois Niagara Regional Police Service
Re: Introduction of New Staff Sergeant

9. REGIONAL COUNCILLOR'S REMARKS

10. CONFIRMATION OF MINUTES

- 10.1 Council (Includes all Committees)
Re: Minutes - July 14, 2025

Moved By Councillor Jason Trombetta

1. That, the minutes relating to the July 14, 2025 Council (including all Committees) Meeting, and the recommendations contained therein, be accepted.

10.2 Public Meeting under the Planning Act
Re: Minutes - July 14, 2025

23

Moved By Councillor Joann Chechalk

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

11. COMMUNICATIONS

11.1 Mayor Cheryl Ganann
Re: Support H.E.R. Elect Respect Campaign

30

Moved By Councillor Greg Maychak

WHEREAS democracy is healthy when everyone is able to participate fully and safely
and contribute to the well-being of their community;

AND WHEREAS we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions;

AND WHEREAS Ontario's municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats and harassment;

AND WHEREAS social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office;

AND WHEREAS better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables;

AND WHEREAS the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office;

AND WHEREAS in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and called on elected officials to uphold the highest standards of

conduct;

AND WHEREAS H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials that encourages individuals to participate in the political process;

AND WHEREAS on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan “Parliamentary Civility Pledge” to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, modelled after the pledge developed in Halton by representatives of H.E.R.

NOW THEREFORE BE IT RESOLVED:

THAT Township of West Lincoln Council supports the Elect Respect pledge and commits to:

- Treat others with respect in all spaces—public, private, and online,
- Reject and call out harassment, abuse, and personal attacks,
- Focus debate on ideas and policies, not personal attacks,
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and
- Model integrity and respect by holding one another to the highest standards of conduct.

AND THAT the Township of West Lincoln Council calls on elected officials, organizations and community members to support the Elect Respect campaign and sign the online pledge at www.electrespect.ca

AND THAT a copy of this resolution be sent to the Association of Municipalities of Ontario, Ontario’s Big City Mayors, the Federation of Canadian Municipalities, Mayors and Regional Chairs of Ontario, relevant MPs and MPPs, Regional Police, the Ontario Provincial Police and the Royal Canadian Mounted Police.

11.2 Niagara Region
Re: Endorse the Development of a Code of Conduct for Human Trafficking Prevention in Niagara Region

Moved By Councillor Joann Chechalk

32

WHEREAS human trafficking in Niagara is currently a persistent challenge impacting the hospitality and tourism sectors;

WHEREAS human trafficking is a critical issue due to the region's proximity to the U.S. border and the thriving tourism and hospitality sectors, which create environments where sexual and labour exploitation can go unnoticed;

WHEREAS women, newcomers, racially-marginalized people, people experiencing poverty, people living with disabilities, and children in the child welfare system are disproportionately targeted and impacted by the harms perpetuated by traffickers;

WHEREAS 60% of human trafficking cases in Ontario occur along the corridor linking Toronto and Niagara;

WHEREAS data from the Niagara Regional Police Service comparing 2023 to 2024 indicates the number of human trafficking investigations increased by 61%; the number of victims identified increased by 700%; the number of accused charged increased by 190%; the number of criminal charges laid increased by 75%; and the number of referrals from NRPS' Human Trafficking Unit to Victim Services Niagara increased by 133%;

WHEREAS human trafficking thrives in secrecy, but with leadership and commitment, local government can be on the front line of prevention and protection;

WHEREAS local businesses and organizations are key to preventing human trafficking through proactive measures such as The 4 Ps: prevention, protection, partnership, and prosecution;

WHEREAS local area municipalities have already begun to assist in making the Niagara region inhospitable to human traffickers;

WHEREAS Tools of Empowerment for Success (TOES) Niagara and Brock University have undertaken work funded by Women and Gender Equality Canada to develop a Code of Conduct to Prevent Human Trafficking in the Niagara Region through education, increasing awareness, and providing resources, including prevention strategies; and

WHEREAS TOES Niagara and Brock University created a Steering Committee of representatives from across tourism, business, education, law enforcement, government, and non-profit sectors to engage in broad community collaboration through focus groups, surveys, and feedback sessions to develop the Code of Conduct for Human Trafficking Prevention in the Niagara Region.

NOW THEREFORE BE IT RESOLVED:

1. That Township of West Lincoln recognize that human trafficking in Niagara has serious impacts on the health and wellness of

local residents and their families, as well as negative economic impacts on local businesses and communities;

2. That Township of West Lincoln Council endorse the work of TOES Niagara and Brock University in developing a Code of Conduct for the Prevention of Human Trafficking in the Niagara Region;
3. That Township of West Lincoln commit to reviewing and assessing the applicable local government sectoral guidelines and responsibilities outlined in The Code upon its finalization, with the intent to implement measures that align with Regional priorities and capacity;
4. That the Township of West Lincoln write letters to all of Niagara's 12 Local Area Municipalities encouraging them to also endorse the work of TOES Niagara and Brock University in the development of the Code of Conduct for the Prevention of Human Trafficking in the Niagara Region and commit to reviewing and assessing the applicable local government sectoral guidelines and responsibilities outlined in The Code upon its finalization, with the intent to implement measures that align with municipal priorities and capacity; and
5. That a copy of this motion be sent to Niagara's four MPs; Niagara's four MPPs; the Association of Municipalities of Ontario (AMO); the Federation of Canadian Municipalities (FCM); Mayors and Regional Chairs of Ontario (MARCO); Ontario's Big City Mayors (OBCM); and the Ontario and Canadian Associations of Chiefs of Police.

11.3 Mayor's Youth Advisory Committee Minutes
Re: Minutes - June 4, 2025

36

Moved By Councillor Mike Rehner

1. That, the minutes relating to the June 4, 2025 Mayor's Youth Advisory Committee Meeting, and the recommendations contained therein, be accepted

11.4 Age Friendly Advisory Committee Minutes
Re: Minutes - May 2, 2025

38

Moved By Councillor Greg Maychak

1. That, the minutes relating to the May 2, 2025 Age Friendly Advisory Committee Meeting, and the recommendations contained therein, be accepted

12. MAYOR'S REMARKS

13. REPORT OF COMMITTEE

13.1 Growth and Sustainability Committee

1. Director, Growth and Sustainability (Gerrit Boerema) and Senior Planner (Robin Shugan) 40
Re: Information Report PD-29-2025 - Overview on Bill 17- Protect Ontario by Building Faster and Smarter Act, and Bill 5, Protect Ontario by Unleashing Our Economy Act

Moved By Councillor Joann Chechalk

1. That Information Report PD-29-2025 titled “Overview on Bill 17 - *Protect Ontario by Building Faster and Smarter Act*,
2. Senior Planner (Robin Shugan) and Manager, Planning and Design (Susan Smyth) 47
Re: Recommendation Report PD-32-2025 - Recommendation Report – Removal of Holding Provision (H-13) for Lot 34 Plan M89

Moved By Councillor Jason Trombetta

1. That, Recommendation Report PD-32-2025 titled “Recommendation Report – Removal of Holding Provision (H-13) for Lot 34 Plan M89, dated August 11, 2025, be received; and,
2. That, Council authorize the removal of the Holding Provision (H-13) on the subject lands as identified on the attached By-law referenced as Schedule A.
3. Manager, Community Planning and Design (Susan Smyth) and Director, Growth and Sustainability (Gerrit Boerema) 54
Re: Information Report PD-31-2025 - 32 College Street – Official Plan Amendment (File No. 1701-002-25); Zoning By-law Amendment (File No.1601-004-25); Draft Plan of Subdivision (File No. 2000-002-25); Draft Plan of Condominium (File No. 2000-003-25CDM); Site Plan Approval (File No. 2100-004-25)

Moved By Councillor Shelley Bradaric

1. That, Information Report PD-31-2025 titled, “Information Report: 132 College Street – Official Plan Amendment (File No. 1701-002-25); Zoning By-law Amendment (File No.1601-004-25); Draft Plan of Subdivision (File No. 2000-002-25); Draft Plan of Condominium (File No. 2000-003-25CDM); Site Plan Approval (File No. 2100-004-25)”, dated August 11, 2025 be received for information.

4. Manager, Community Planning and Design and Director, Growth and Sustainability (Gerrit Boerema) 94
Re: Recommendation Report PD-30-2025 - Removal of Holding Provision (H-11) for 4944 Concession 4 Road (Silverdale Sports Centre Ltd.)

Moved By Councillor Greg Maychak

1. That, Recommendation Report PD-30-2025 titled "Recommendation Report – Removal of Holding Provision (H-11) for 4944 Concession 4 Road (Silverdale Sports Centre Ltd.)", dated August 11, 2025, be received; and
2. That, Council authorize a bylaw for the removal of the Holding Provision (H-11) on the subject lands as identified on the attached By-law referenced as Schedule A.

13.2 Corporate Services Committee

1. Director of Corporate Services/CFO (Katelyn Repovs) 100
Re: Recommendation Report T-11-2025 - 2026 Budget Process and Schedule

Moved By Councillor Shelley Bradaric

1. That, Recommendation Report T-11-2025, titled "2026 Budget Process and Schedule", dated August 11, 2025, be received; and,
 2. That Council approve the reduction of the time period as set out in subsection 7(3) of O. Reg 530/22, being the Council Amendment Period, from 30 calendar days to 15 calendar days; and,
 3. That, Council adopt the proposed 2026 Budget Timeline as attached as Schedule "A".
2. Manager, Legislative Services/Clerk (Justin Paylove) and Coordinator of Legislative Services/Deputy Clerk (Barbara Hutchinson) 106
Re: Recommendation Report LLS-08-2025 - Amendment to Delegation of Authority By-law – Addition of Director, Growth and Sustainability and Director, Corporate Services/Treasurer Schedules

Moved By Councillor Jason Trombetta

1. That Recommendation Report LLS-08-2025 titled "Amendment to Delegation of Authority By-law – Addition of Director, Growth and Sustainability and Director, Corporate Services/Treasurer Schedules" dated August 11, 2025, be received; and,

2. That, an amending by-law such as the one attached as Schedule “A” be approved.

13.3 Operations Committee

1. Manager, Capital Design and Delivery (Ray Vachon)
Re: Recommendation Report O-18-2025, titled “St. Ann’s Road Reconstruction – Tender Award – Budget Amendment BA 2025-07

114

Moved By Councillor Mike Rehner

1. That Recommendation Report O-18-2025, titled “St. Ann’s Road Reconstruction – Tender Award – Budget Amendment BA 2025-07”, dated August 11, 2025, be received; and,
2. That the construction tender for the above project be awarded to Baiocco Construction Corp. in the amount of \$3,024,209.62 (excluding HST); and,
3. That the Construction Administration and Construction Inspection for the construction be awarded to Urban & Environmental Management Inc. in the amount of \$249,983.30 (excluding HST); and,
4. That geotechnical testing for the project be awarded to Landtek Limited at an upset 1. That Recommendation Report O-18-2025, titled “St. Ann’s Road Reconstruction – Tender Award – Budget Amendment BA 2025-07”, dated August 11, 2025, be received; and,
5. That, Budget Amendment BA 2025-07, as outlined in Schedule C, to reallocate the budgeted expenditures and financing, be approved; and,
6. That, a By-Law authorizing the Mayor and Clerk to enter into an agreement with Baiocco Construction Corp. be passed.

2. Manager, Civil Land Development (Jennifer Bernard) and Director, Infrastructure (Mike DiPaola)
Re: Recommendation Report O-20-2025 - Sanitary Sewer CCTV Inspections Tender Authorization

123

Moved By Councillor Jason Trombetta

1. That, Recommendation Report O-20-2025, titled “Sanitary Sewer CCTV Inspections Tender Authorization”, dated August 11th, 2025 be received; and,

2. That, Council accept the tender submission by Bob Robinson & Son Construction for the Sanitary Sewer CCTV Inspections Tender, in the amount of \$164,254.75 (plus HST); and,
3. That, Council approve the expenditure of \$190,000.00 to complete this project; and,
4. That, a By-law be passed to authorize the Mayor and Clerk to enter into an agreement with Bob Robinson & Son Construction.

3. Manager, Capital Design and Delivery (Ray Vachon) and Director, Infrastructure (Mike DiPaola) 128
Re: Recommendation Report O-19-2025 - Wade Road and Regional Road 20 Reconstruction Project – Cost Sharing Agreement Execution – Budget Amendment BA 2025-08

Moved By Councillor Joann Chechalk

1. That Recommendation Report O-19-2025 titled “Wade Road and Regional Road 20 Reconstruction Project – Cost Sharing Agreement Execution – Budget Amendment BA 2025-08” dated August 11, 2025, be received; and,
2. That, Budget Amendment BA2025-08, as outlined in Schedule B, to reflect a project budget reduction of \$1,270,000, with new funding from the HEWSF Grant and reduced funding from Development Charges, Capital Reserve, Sidewalk Reserve, Sewer Reserve, Debenture, and CCBF Grant, be approved; and,
3. That the Mayor and Clerk be authorized to execute the Cost Sharing Agreement with the Niagara Region.

13.4 Community and Protective Services Committee

1. Fire Chief (Tim Hofsink) 135
Re: Information Report WLFD-07-2025 - Monthly Update – July 2025

Moved By Councillor Jason Trombetta

1. That, Information Report titled “Monthly Update – July 2025” dated August 11, 2025, be received for information.

14. 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.

15. NOTICE OF MOTION TO RESCIND

16. OTHER BUSINESS

16.1 Members of Council
Re: Council Remarks

17. NEW ITEMS OF BUSINESS

18. CONFIDENTIAL MATTERS

There are no Confidential Matters

19. BY-LAWS

Moved By Councillor Jason Trombetta

1. That leave be granted to introduce By-Laws 2025-50, 2025-51, 2025-52, 2025-53, 2025-54 and 2025-55 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 2025-50
A By-law to amend By-law 2025-02, Delegate Powers and Duties to Officers, to add Schedule "C", Director, Corporate Services/CFO and Schedule "D", Director, Growth and Sustainability | 139 |
| 19.2 | BY-LAW 2025-51
A By-law to authorize an agreement between the Corporation of the Township of West Lincoln and Bob Robinson & Son Construction for the Sanitary Sewer CCTV Inspections Tender. | 144 |
| 19.3 | BY-LAW 2025-52
A By-law to authorize an agreement between the Corporation of the Township of West Lincoln and Baiocco Construction Corporation for the St. Ann's Road Reconstruction Work Project | 145 |
| 19.4 | BY-LAW 2025-53
A By-law to amend Zoning By-Law No. 2017-70, as amended, of the Township of West Lincoln
Silverdale Sports Centre Ltd. (Joan E. Miller) | 146 |
| 19.5 | BY-LAW 2025-54
A By-law to amend Zoning By-law No.2017-70, as amended, of the Township of West Lincoln
Tri-Point Homes Inc. (Olufemi Oyegbami) | 149 |

19.6	BY-LAW 2025-55	152
	A By-law to adopt, confirm and ratify matters dealt with by Council resolution.	

20. **ADJOURNMENT**
The Chair to declare this meeting adjourned at the hour of _____.



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN
COUNCIL MINUTES

MEETING NO. ELEVEN

July 14, 2025, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

Staff: Jessica Dyson, Director, Legislative Services
Justin Paylove, Manager, Legislative Services/Clerk
Kevin Geoghegan, IT Help Desk Analyst
Truper McBride, CAO
Cynthia Summers, Director, Community and Protective Services
Susan Smythe, Manager, Community Planning and Design
Gerrit Boerema, Director, Growth and Sustainability
Tim Hofsink, Fire Chief
Zoli Rakonjac, Deputy Fire Chief
Mike DiPaola, Director, Infrastructure

Absent with regrets: Councillor Jason Trombetta, notification provided

Attendees: Gary and Gale Davis*
John Ganann
Dave Van Sickle*
Dave Chappelle*
Chris Giftopoulos
Fred Sheffley*
Mark and Joyce Hodge*
Lori Bourdages*
Rob Perks*
Mary Malh*

Teresa Thompson
Kevin Nunn, Weston Consulting Inc.
Martin Quarcoopome, Weston Consulting Inc.
Nick Yamich, Quartek
Ethan Laman, UCC

*Attended Part Time

1. SINGING OF "O CANADA" - Gainsborough Public School

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

1. Comments from the public for a matter that is on the agenda may be provided in person by attending the meeting and advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.
2. For those individuals that are unable to attend the meeting in person, you may submit comments for matters that are on the agenda by either(1) emailing 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 or(2) by contacting the Clerk's Department to request a Zoom Link to attend the meeting virtually.
3. This meeting will be livestreamed as well as recorded and available on the Township's website by visiting events.westlincoln.ca/meetings

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. PUBLIC MEETING(S)

- 4.1 Upper Canada Consultants(Agent/Consultant) on behalf of RVL Contracting Inc.

An application was submitted for a Zoning By-law Amendment and Draft Plan of Subdivision with the proposal to create six (6) rural residential lots (7283 Regional Road 20), 1601-002-25 and 2000-001-25

4. CHANGE IN ORDER OF ITEMS ON AGENDA

There were no change in order of Items on Agenda

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

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

6.1 Conflict of Interest:

Mayor Cheryl Ganann – **Report PD-27-2025**

Was not in attendance of the Public Meeting May 12, 2025

7. 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.

8. APPOINTMENTS/PRESENTATIONS

There were no appointments/presentations

9. CONFIRMATION OF MINUTES

9.1 Council Minutes

Re: Minutes June 23, 2025

Moved By Councillor Greg Maychak

Seconded By Councillor Joann Chechalk

1. That, the minutes relating to the June 23, 2025 Council Meeting, and the recommendations contained therein, be accepted.

Carried

10. COMMUNICATIONS

10.1 Kaeli, Lexi and Sarayah Killins

Re: Representing Canada at the World Jump Rope Championships in Kawasaki, Japan - July 27 to August 3, 2025

Moved By Councillor Shelley Bradaric

Seconded By Councillor Greg Maychak

1. That, the correspondence received from Kim Killins, on July 2, 2025 regarding the World Jump Rope Championships be accepted; and,
2. That, Council support Kaeli, Lexi, and Sarayah in their competition.

Carried

11. MAYOR'S REMARKS

Mayor Ganann read from a prepared statement attached as Schedule "A".

12. REPORT OF COMMITTEE

12.1 Growth and Sustainability Committee

1. Manager, Community and Planning Design (Susan Smyth) and Senior Planner (Robin Shugan)

Re: Information Report PD-16-2025 - Zoning By-law Amendment and Draft Plan of Subdivision for 7283 Regional Road 20 (Joshua Court Subdivision)

Moved By Councillor Joann Chechalk

Seconded By Councillor William Reilly

1. That, Information Report PD-16-2025, titled "Zoning By-law Amendment and Draft Plan of Subdivision for 7283 Regional Road 20 (Joshua Court Subdivision)", dated July 14, 2025 be received.

Carried

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

Re: Recommendation Report PD-26-2025 - Recommendation Report Update - Elite Smithville Developments Inc. Zoning By-law Amendment (File No. 1601-009-24) and Draft Plan of Subdivision (File No. 2000-94-24)

Mayor Cheryl Ganann declared a conflict on this item. (Was not in attendance of the Public Meeting)

Moved By Councillor Greg Maychak

Seconded By Councillor Joann Chechalk

1. That, Recommendation Report PD-26-2025, titled "Recommendation Report Update – Elite Smithville Developments Inc. Zoning By-law Amendment (File No. 1601-009-24) and Draft Plan of Subdivision (File No. 2000-94-24) dated July 14, 2025 be received; and,
2. That, Application for Zoning By-law Amendment File No. 1601-009-24 to change the Development 'D' zone to site-specific Medium Density 'RM3' and High Density 'RH' Residential, Open Space 'OS', Environmental Protection 'EP', Low Density 'R3' with Holding Provision, and Development 'D' zone, be approved in accordance with the amending Zoning By-law and Schedule contained in Schedule A to this report and that, Council authorize the Mayor and Clerk to sign the by-law; and,
3. That, Application for Draft Plan of Subdivision (File No. 2000-94-24), be approved, in accordance with the provisions of the Planning Act, R.S.O., 1990, Chapter P.13, and regulations thereunder, subject to draft plan approval conditions contained in Schedule B to this report; and,
4. That, the Owner/Applicant is advised the Township's draft approval of this Plan of Subdivision will lapse three years from the date of approval unless Township Council grants an extension of the approval period prior to the lapsing date. If an extension is requested, an updated review will occur and revisions to the conditions of draft plan approval may be necessary at that time.

Carried

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

Re: Recommendation Report PD-27-2025 - Zoning By-law Amendment for 171 Mill Street (File No. 1601-003-25) for Legion Villa Senior Residence

Mayor Cheryl Ganann declared a conflict on this item. (Was not in attendance of the Public Meeting)

Moved By Councillor Shelley Bradaric

Seconded By Councillor Greg Maychak

1. That, Recommendation Report PD-27-2025, titled "Recommendation Report - Zoning By-law Amendment for 171 Mill Street (File No. 1601-003-25) dated July 14, 2025 for Legion Villa Senior Residence, be received; and,
2. That, application for Zoning By-law Amendment File No. 1601-003-25 to modify the Institutional (1-19) zone with additional site-specific provisions contained in Schedule B, be approved in accordance with the attached amending Zoning By-law and Schedule, and that Council authorize the Mayor and Clerk to sign the necessary by-law.

Carried

12.2 Operations Committee

1. Director, Infrastructure (Mike DiPaola)

Re: Recommendation Report O-16-2025 - Response to Participation Request – Niagara Region Automated Speed Enforcement (ASE) Program Expansion

Moved By Councillor Greg Maychak

Seconded By Councillor Joann Chechalk

1. That, Recommendation Report O-16-2025, titled "Response to Participation Request – Niagara Region Automated

Speed Enforcement (ASE) Program Expansion”, dated June 9, 2025 be received; and

2. That, Council direct Administration to notify Niagara Region that the Township of West Lincoln will not participate in the ASE program expansion for 2026, but will reassess the potential benefits of participation in future program phases.

Carried

12.3 Community and Protective Services Committee

1. Fire Chief (Tim Hofsink)

Re: Information Report WLFD-06-2025 - Monthly Update - June 2025

Moved By Councillor Joann Chechalk

Seconded By Councillor William Reilly

1. That, Information Report titled “Monthly Update – June 2025” dated July 14, 2025, be received for information.

Carried

12.4 Corporate Services Committee

1. Director, Legal and Legislative Services (Jessica Dyson)

Re: Information Report LLS-06-2025 - By-law Enforcement Services Mid-Year Update

Moved By Councillor Shelley Bradaric

Seconded By Councillor Joann Chechalk

1. That, Information Report LLS-06-2025 titled, “By-law Enforcement Services Mid-Year Update”, dated July 14, 2025 be received.

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 Joann Chechalk

Re: Canada Day

Councillor Shelley Bradaric

Re: Reminder of Music, Market and Park It - July 16, 2025

Thanked Public Works and Recreation staff

Councillor Greg Maychak

Re: Welcomed Zoli Rakonjac as the new Deputy Fire Chief

CAO year service

Camp Program

Mayor Cheryl Ganann

Re: Fiddle Sticks reminder on July 16, 2025 at the Music, Market and Park It.

16. NEW ITEMS OF BUSINESS

17. CONFIDENTIAL MATTERS

There were no confidential matters

18. BY-LAWS

Moved By Councillor Joann Chechalk

Seconded By Councillor Shelley Bradaric

1. That leave be granted to introduce By-Laws 2025-44, 2025-45, 2025-46, 2025-47, 2025-48 and 2025-49 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

18.1 BY-LAW 2025-44

A By-law to amend Zoning By-law No. 2017-70, as amended, of the Township of West Lincoln.

Elite Smithville Developments Inc.

18.2 BY-LAW 2025-45

A By-law to amend Zoning By-law No. 2017-70, as amended, of the Township of West Lincoln.

171 Mill Street, Legion Villa

18.3 BY-LAW 2025-46

To appoint the Deputy Clerk as a Issuer/Registrar authorized to issue Marriage Licences for the Township of West Lincoln

18.4 BY-LAW 2025-47

Being a By-law to appoint a Deputy Fire Chief for the West Lincoln Fire Department

Zoli Rakonjac

18.5 BY-LAW 2025-48

To appoint the Clerk as a Issuer/Registrar authorized to issue Marriage Licences for the Township of West Lincoln

18.6 BY-LAW 2025-49

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

19. ADJOURNMENT

The Chair to declare this meeting adjourned at the hour of 8:25 p.m.

JUSTIN PAYLOVE, MANAGER OF
LEGISLATIVE SERVICES/CLERK

MAYOR CHERYL GANANN

Schedule "A" to the July 14, 2025 Council and All Committee Meeting

Mayor's Remarks - July 14/25 - All Committees and Council

Since it has not been a full month since our June 23rd Council meeting, my remarks are somewhat shorter tonight.

Representing West Lincoln, I attended an AMO Webinar regarding communication strategies for Mayors and CAO's during a community disaster that would necessitate the EOC being enacted,

I also attended an Economic Development event sponsored by the West Lincoln, Lincoln, Grimsby and Hamilton Chambers of Commerce and hosted by Gabe DeSantis in the DeSantis corporate headquarters showroom area. Speakers on the topic of Economic Development during the time in which we now find ourselves were from both the Niagara Region and Hamilton. Councillor Chechalk and our Manager of Legislative Services, Justin Paylove representing our CAO, were also in attendance.

It was my pleasure, along with MP Dean Allison and MPP Sam Oosterhoff, to bring greetings to those in attendance at our Canada Day event. Staff did an excellent job in pulling this event together for so many West Lincoln families to enjoy! Thank you to all staff involved in organizing this day and to the West Lincoln Fire Department for entertaining, as always, the many kids of all ages who enjoy both seeing the fire apparatus up-close and chatting with the firefighters.

Thank you also to our Communication Specialist Beth Audet for capturing in photos, so many wonderful moments as the community celebrated being Canadian at the West Lincoln Leisureplex. There certainly were lots of positive comments on social media about this year's Canada Day event.

Summer Camp is now in full swing at our Community Centre, but I was able to attend along with 3 members of the Mayor's Youth Advisory Committee, one of the camp leader training sessions during the end of June. MYAC has entered into an informal agreement with camp staff to have attendees participate in our Corporate Greeting Card competition for 2025. Rainy Day activities and perhaps even a Christmas in July theme will hopefully provide budding young West Lincoln artists with materials and ideas for entry creations.

CAO McBride and I also met this past week with a member of the St. Ann's Community Church Leadership Team to discuss potential possibilities for partnering to enhance community activities and support identified community needs.

A good news story has come to my attention regarding the Region's Compost Donation and Food Drive Event this past May. In exchange for non-perishable food items or cash donations, residents were able to collect up to 3 20- litre bags of compost just in time for gardening season!

During that week of May 5-10, in exchange for 2,100 bags of compost, residents generously donated \$2,245 and 520 kg. of food to 6 local organizations, one of which was West Lincoln Community Care. This is such a great example of a win/win situation whereby the composted brush does not take up landfill space, people are able to acquire compost if needed and local food banks benefit as well.

On Friday July 11th, I attended as both a volunteer and a donor, our local Blood Donor Clinic. Over the past few years the Canadian Blood Services Clinic has had to move locations for a variety of reasons. I would like to thank our Director of Community and Protective Services, Cynthia Summers for recognizing this clinic as a desirable and much needed event in our community and her proactive work in securing a regular home for our local Blood donation clinics at our Community Centre. Donors on Friday were extremely pleased to have this clinic located in the gym area as it is bright and airy, climate controlled and easily accessible to both members of our community and others from outside of West Lincoln who book on-line appointments to donate. What's more, staff of Canadian Blood Services are also very pleased to be able to set-up and collect the much-needed blood in this favourable location.

My final remarks this evening are in regard to our CAO, Mr. Truper Mc Bride who has just this weekend marked being with the Township of West Lincoln for one year. Truper accepted this important role in our corporate organization and has readily made his presence known in an extremely positive manner. We have come to greatly appreciate his friendly yet professional manner in dealing with our Council, all levels of West Lincoln staff, members of the public including our business and development communities and his CAO colleagues and Senior Staff at the Region. Moving forward, I promise to no longer introduce you, Truper as our "New" CAO but rather just West Lincoln's CAO.



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

July 14, 2025, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

Staff: Jessica Dyson, Director, Legislative Services
Justin Paylove, Manager, Legislative Services/Clerk
Kevin Geoghegan, IT Help Desk Analyst
Truper McBride, CAO
Cynthia Summers, Director, Community and Protective Services
Susan Smyth, Manager, Community Planning and Design
Gerrit Boerema, Director, Growth and Sustainability
Tim Hofsink, Fire Chief
Zoli Rakonjac, Deputy Fire Chief

Absent with regrets: Councillor Jason Trombetta, notification provided

Attendees: Gary and Gale Davis*
John Ganann
Dave Van Sickle*
Dave Chappelle*
Chris Giftopoulos
Fred Sheffley*
Mark and Joyce Hodge*
Lori Bourdages*
Rob Perks*
Mary Malh*

Teresa Thompson*
Kevin Nunn, Weston Consulting Inc.*
Martin Quarcoopome, Weston Consulting Inc.*
Nick Yamich, Quartek*
Ethan Leman, UCC*

*Attended Part Time

1. Regional Road 12, (Ethan Leman, Upper Canada Consultants, Agent) RVL Contracting Inc. (Owner) - Zoning By-law Amendment and Draft Plan of Subdivision, Joshua Court

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

The Chair advised that this public meeting was being consider an application for a Zoning By-Law Amendment and Draft Plan of Subdivision for the proposal to create six (6) rural residential lots.

3. **EXPLANATION OF THE PURPOSE AND EFFECT OF THE APPLICATION**

An Application was submitted for a Zoning By-law Amendment and Draft Plan of Subdivision (Joshua Court Subdivision) by Upper Canada Consultants (Agent/Consultant) on behalf of RVL Contracting Inc. (Owner/Applicant) to rezone the property and propose to create six (6) rural residential lots. (Regional Road 12).

The Zoning By-law Amendment seeks to rezone the lands from Development 'D' to a Rural Residential 'RuR' zone with a site specific provision for a reduced lot frontage and an Open Space 'OS' zone for the stormwater management facility.

4. **Purpose of the Public Meeting**

The Chair stated that the Planning Act requires Section 34(12) and Section 39 that before passing a Zoning By-Law Amendment, Council must hold at least one public meeting for the purpose of informing the public in respect of the application to create six (6) rural residential lots (Regional Road 12).

The purpose of this public meeting is to receive comments and answer questions from the public regarding the proposed Zoning By-Law Amendment.

We stress that, at this point, no decision has been made on the proposed amendment and any comments received will be taken into account by Council in their consideration.

5. Public Meeting

The Chair states that the Planning Act requires through Section 34(13) that Council advise the public that if a person or public body does not make oral submissions at the public meeting or make written submissions to the Township of West Lincoln before the by-law is passed, the person or public body is not entitled to appeal the decision of Council for the Township of West Lincoln to the Ontario Land Tribunal (OLT).

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

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

The Chair inquired to the Manager, Community Planning and Design, Susan Smyth, to explain the purpose and reason for the proposed Zoning By-law Amendments.

In response to the inquiry from the Chair, Manager, Community Planning and Design, Susan Smyth, 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.

Ethan Laman, Senior Planner for Upper Canada Consulting representing RVL Contracting the applicant for the development being considered presented a brief presentation. The property being considered is located on the west side of Regional Road 12, North of Regional Road 20. The residential development portion is in the hamlet boundary for the proposed six (6) lots to be created, this proposal aligns with the Township Policies.

The Chair asked if there are any oral or written submissions from anyone present in the meeting (either in-person or Zoom) regarding the Zoning By-law Amendment and Draft Plan of Subdivision. I would like to stress that this may be the only Public Meeting held with respect to this application, therefore if any Members of the Public that are in attendance at this Public Meeting would like to make comments and/or provide written comments, they should do so now. If you are attending virtually and would like to provide comments, you can do so by using one of the two options:

Option 1: Using a computer or smart phone to select the "Raise Your Hand" control that can be found on the Zoom options list displayed on your screen.

Option 2: Using a landline or telephone and dial *9 (star 9). This will notify staff

that you have “Raised Your Hand”.

Once you have been acknowledged to speak, please unmute your microphone and once you are finished, please mute your microphone. Prior to speaking, please provide your name and address for the record.

There were no oral or written submissions from any members of the Committee.

Chris Giftopoulos

Chris Giftopoulos stated that his concerns were with the drainage and flooding to his property with this new development.

The Director of Growth and Sustainability, Gerrit Boerema advised Mr. Giftopoulos that drainage is looked at through the process with the consultants and were trying to make it so that they don't have to raise up the property and the water will drain to the back, also looking into storm water options.

Gary Davis

Gary Davis also stated concerns with the drainage, there are two (2) main drainage areas that run through his property, how will they be diverted.

The Director, Growth and Sustainability, Gerrit Boerema, explained to Mr. Davis that he will respond once a drainage plan is in place.

Dave Chappel

Dave Chappel submitted questions previously but also wanted to add concerns with environmental specifically noise.

Chris Giftopoulos

Chris Giftopoulos had another concern with regards to his property, worried about his assessment and taxes going up because of this development.

Chair Mayor Ganann reassured Mr. Giftopoulos that this development will not have any impact on his assessment.

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 Bradaric inquired to both the Director, Growth and Sustainability, Gerrit Boerema and the Senior Planner, Ethan Laman for Upper Canada regarding the drainage and the private swale and how it will be maintained.

In response to Councillor Bradaric the Director, Growth and Sustainability, Gerrit Boerema explained that with the submitted storm water plan they would need to obtain a legal easement, Township Staff do not believe that this easement is legal since there is no regulated feature. This easement just crosses farm land. There are other options that could be done, however, that would require raising the property and changing the grades.

The Township collects securities and holds for a year and if works need to be maintained the developer would do that. After completion it's on the Township to assume that liability of that infrastructure even if it's an easement, and would have an agreement with language that The township would be able to go in there and maintain it if required.

Councillor Maychak inquired on the timeline for the residents that had concerns about the drainage. What would be the approximate timeline that there might be a drainage plan in place and would we be able to respond.

In response to Councillor Maychak, Director, Growth and Sustainability, Gerrit Boerema explained that there is drainage plan , but it's contingent on the applicants being able to secure that easement, typically after this public meeting, and have heard all the comments from the public and committee members, they will have the opportunity to reflect on those and provide responses, make modifications to their plan as needed, regarding the concerns around drainage, we will inform those before bringing this back to committee.

In further response to Councillor Maychak's inquiry, the Senior Planner, Ethan Laman for Upper Canada Consultants stated that it is contingent on the stormwater management strategy we'll be working to get responses as quickly as possible.

Councillor Rehner inquired to the Manager, Community Planning and Design, Susan Smyth with regards to the minor variance for the frontage of 45 m to be reduced to 18 m for four units.

In response to Councillor Rehner inquiry, Manager, Community Planning and Design, Susan Smyth explained the process for the zoning by-law is to capture all deficiencies under a specific by-law. The current zone is Development (D) now and it's going to a Rural Residential (RUR) Zone which is typical to the balance of the surrounding area. The deviation of the lot frontage from 45 m to 18 is primarily because of the awkward configuration of these lots. The 18 metres is essentially for four of the lots on the interior of the proposed private new public road that is seeking the decreased lot frontage.

Councillor Rehner further inquired about the easement on the agricultural land to the Director, Growth and Sustainability, Gerrit Boerema.

In response to Councillor Rehner further inquiry, the Director, Growth and Sustainability, Gerrit Boerema explained that if they want to continue with this storm water management plan they'll need to secure the easement. There might be other options to handle storm water if they're not able to secure that easement, but that might involve lifting up the property to change how the drainage works. If the applicants were not able to secure that easement, the configuration may still work, but maybe have to change grades in a different way to get the drainage to flow in a different direction.

Basically there are three (3) steps one being the approval step if Council grants draft plan approval. Step (1) of the requirements will be a full engineering submission which they have provided us with a grading plan, although additional work is required based on the comments from the public that shows there is no impact to the surrounding residential properties. Step (2) Once the development has started, preliminary grading plan will be submitted to make sure they line up with the master plan and step (3) is once construction begins and building permits are submitted, with individual grading plans, for each lot they are checked with the master plan. There are securities collected to undertake these investigative site check and held prior to being released until everything lines up and staff is satisfied.

Councillor Chechalk stated that the developer has completed a very comprehensive number of studies that was completed prior to the Public Meeting. This is where comments are taken for Staff to work with the developers to determine if there are issues or concerns. Councillor Chechalk further inquired about the 45 metre frontage.

In response to Councillor Chechalk the Senior Planner of Upper Canada, Ethan Laman, explained regarding the lot frontage and the proposal of the 18 metres which doesn't represent the full width of the lot but still achieves the one acre lot minimum, the reasoning for the frontage being 18m is due to the storm water management block, however the width is functional land its just the technical frontage requirement that was required to change.

Councillor Chechalk further inquired to the Manager, Community Planning and Design, Susan Smyth in regards to the septic systems and cisterns and stated that the hamlets were created for development.

In response to the inquiry from Councillor Chechalk the Manager, Community Planning and Design, Susan Smyth explained that a hydrogeological assessment was a requirement and that was conducted by a professional to do an assessment in terms of the sufficient size and the types of septic systems that is appropriate for each of these lots. She further noted that there are some areas that have smaller lots and there are new types of tertiary systems, that can

adequately support a private system on smaller lots. She also stated that pre-consultation meetings are the opportunity or chance for any proposal to come to Staff to see if the proposals meet the official plan policies in terms of Hamlet designations.

The Chair stated that an Information Report was being considered by Council later, as part of this evening's Committee 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 Manager, Legislative Services/Clerk, Justin Paylove, at 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.

6. Adjournment

The Chair declared the meeting adjourned at the hour of 7:27 p.m.

JUSTIN PAYLOVE,
MANAGER, LEGISLATIVE
SERVICES/CLERK

MAYOR, CHERYL GANANN,
CHAIR

Council Resolution

Council Meeting Date: July 14, 2025

Letter of Support for H.E.R. Elect Respect Campaign

Council Resolution: 2025-140

Moved: Mayor Post

Seconded: Councillor Andrews

WHEREAS democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community;

AND WHEREAS we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions;

AND WHEREAS Ontario's municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats and harassment;

AND WHEREAS social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office;

AND WHEREAS better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables;

AND WHEREAS the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office;

AND WHEREAS in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and called on elected officials to uphold the highest standards of conduct;

AND WHEREAS H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials that encourages individuals to participate in the political process;

AND WHEREAS on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan "Parliamentary Civility Pledge" to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, modelled after the pledge developed in Halton by representatives of H.E.R.

NOW THEREFORE BE IT RESOLVED:

THAT Orangeville Council supports the Elect Respect pledge and commits to:

- Treat others with respect in all spaces—public, private, and online,
- Reject and call out harassment, abuse, and personal attacks,
- Focus debate on ideas and policies, not personal attacks,
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and
- Model integrity and respect by holding one another to the highest standards of conduct.

AND THAT Orangeville Council calls on elected officials, organizations and community members to support the Elect Respect campaign and sign the online pledge at www.electrespect.ca.

AND THAT a copy of this resolution be sent to the Association of Municipalities of Ontario, Ontario's Big City Mayors, the Federation of Canadian Municipalities, Mayors and Regional Chairs of Ontario, relevant MPs and MPPs, Regional Police, the Ontario Provincial Police and the Royal Canadian Mounted Police.

Result: Carried Unanimously



Office of the Regional Chair | Jim Bradley

1815 Sir Isaac Brock Way, PO Box 1042 Thorold, ON L2V 4T7

Telephone: 905-980-6000 Toll-free: 1-800-263-7215 Fax: 905-685-6243

Email: jim.bradley@niagararegion.ca

www.niagararegion.ca

July 16, 2025

CL 9-2025, June 26, 2025

Local Area Municipalities

SENT ELECTRONICALLY

At its June 26, 2025 meeting, Regional Council passed a motion endorsing the work of TOES (Tools Of Empowerment for Success) Niagara and Brock University in continuing to develop a Code of Conduct for the Prevention of Human Trafficking. At the direction of Regional Council, I am writing to your municipality to encourage your support as well.

Unfortunately, human trafficking is a very real problem in Niagara. In fact, 60 per cent of human trafficking cases in Ontario occur along the corridor linking Toronto and Niagara. Among those who are disproportionately affected are women, newcomers, racially-marginalized people, people experiencing poverty, people living with disabilities, and children in the child welfare system.

Stopping this activity will require strong information-sharing and fruitful collaboration between all of Niagara's municipalities, police and emergency services organizations, community agencies and citizens.

To kickstart this collaboration, TOES Niagara and Brock University have created a Steering Committee of representatives from across the tourism, business, education, law enforcement, government, and non-profit sectors to engage in broad community collaboration through focus groups, surveys, and feedback sessions.

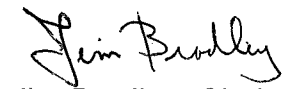
On behalf of Regional Council, I would like to encourage your municipality to join Niagara Region in its support of this ongoing work and commit to reviewing and assessing the applicable local government sectoral guidelines and responsibilities outlined in The Code upon its finalization, with the intent to implement measures that align with municipal priorities and capacity.

I understand that several area municipalities have already begun to assist in making Niagara inhospitable to human traffickers. Thank you for your hard work and diligence in this regard.

Human trafficking thrives in secrecy, but with leadership and commitment, local government can be on the front lines of prevention and protection. I truly believe that together we can put a stop to these deplorable activities and ensure that no one needs to live in fear of being trafficked.

The full motion passed by Regional Council is attached for your reference.

Respectfully,

A handwritten signature in black ink, appearing to read "Jim Bradley". The signature is written in a cursive, flowing style.

Jim Bradley, Chair
Niagara Region

Niagara Regional Council

June 26, 2025

Motion to Endorse the Development of a Code of Conduct for Human Trafficking Prevention in Niagara Region:

WHEREAS human trafficking in Niagara is currently a persistent challenge impacting the hospitality and tourism sectors;

WHEREAS human trafficking is a critical issue due to the region's proximity to the U.S. border and the thriving tourism and hospitality sectors, which create environments where sexual and labour exploitation can go unnoticed;

WHEREAS women, newcomers, racially-marginalized people, people experiencing poverty, people living with disabilities, and children in the child welfare system are disproportionately targeted and impacted by the harms perpetuated by traffickers;

WHEREAS 60% of human trafficking cases in Ontario occur along the corridor linking Toronto and Niagara;

WHEREAS data from the Niagara Regional Police Service comparing 2023 to 2024 indicates the number of human trafficking investigations increased by 61%; the number of victims identified increased by 700%; the number of accused charged increased by 190%; the number of criminal charges laid increased by 75%; and the number of referrals from NRPS' Human Trafficking Unit to Victim Services Niagara increased by 133%;

WHEREAS human trafficking thrives in secrecy, but with leadership and commitment, local government can be on the front line of prevention and protection;

WHEREAS local businesses and organizations are key to preventing human trafficking through proactive measures such as The 4 Ps: prevention, protection, partnership, and prosecution;

WHEREAS local area municipalities have already begun to assist in making the Niagara region inhospitable to human traffickers;

WHEREAS Tools of Empowerment for Success (TOES) Niagara and Brock University have undertaken work funded by Women and Gender Equality Canada to develop a Code of Conduct to Prevent Human Trafficking in the Niagara Region through education, increasing awareness, and providing resources, including prevention strategies; and

WHEREAS TOES Niagara and Brock University created a Steering Committee of representatives from across tourism, business, education, law enforcement, government, and non-profit sectors to engage in broad community collaboration through focus groups, surveys, and feedback sessions to develop the Code of Conduct for Human Trafficking Prevention in the Niagara Region.

NOW THEREFORE BE IT RESOLVED:

1. That Niagara Region **RECOGNIZE** that human trafficking in Niagara has serious impacts on the health and wellness of local residents and their families, as well as negative economic impacts on local businesses and communities;
2. That Niagara Regional Council **ENDORSE** the work of TOES Niagara and Brock University in developing a Code of Conduct for the Prevention of Human Trafficking in the Niagara Region;
3. That Niagara Region **COMMIT** to reviewing and assessing the applicable local government sectoral guidelines and responsibilities outlined in The Code upon its finalization, with the intent to implement measures that align with Regional priorities and capacity;
4. That the Regional Chair **WRITE** letters to all of Niagara's 12 Local Area Municipalities encouraging them to also endorse the work of TOES Niagara and Brock University in the development of the Code of Conduct for the Prevention of Human Trafficking in the Niagara Region and commit to reviewing and assessing the applicable local government sectoral guidelines and responsibilities outlined in The Code upon its finalization, with the intent to implement measures that align with municipal priorities and capacity; and
5. That a copy of this motion **BE SENT** to Niagara's four MPs; Niagara's four MPPs; the Association of Municipalities of Ontario (AMO); the Federation of Canadian Municipalities (FCM); Mayors and Regional Chairs of Ontario (MARCO); Ontario's Big City Mayors (OBCM); and the Ontario and Canadian Associations of Chiefs of Police.

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

MEETING NO. FIVE: Wednesday, June 4, 2025 – 3:30 p.m. Council Chambers

Chair: Josh Harkin

Mayor Ganann
Syd Kivell
Tamas Hunter
George Witt
Carson McFarlane
Sawyer McFarlane
Carter Pataran
Joshua Reilly

Staff: Cynthia Summers, Director, Community and Protective Services
Brianne Parsons, Recreation and Wellness Programmer
Jacquie Thrower, Executive Assistant

1. Welcome and Introduction of members/guests - Cynthia Summers, Director, Community and Protective Services and Brianne Parsons, Recreation and Wellness Programmer

Mayor Ganann introduced Cynthia and Brianne to the Committee and welcomed them to the meeting. Mayor Ganann advised that Cynthia and Brianne were in attendance to discuss the Holiday Card Contest and the possibility of summer camp attendees participating in the contest.

2. Business Arising from Minutes – Acceptance of Minutes – May 7

The Committee Members accepted the May 7, 2025 Minutes.

3. Holiday Card Plan for 2025

Mayor Ganann advised that she had invited Cynthia and Brianne to inquire if summer camp attendees would be able to participate in the Township's annual Holiday Card Contest.

Cynthia and Brianne both agreed that the Holiday Card Contest would be a great project for the Summer Camp attendees to take part in this year.

Brianne advised that Summer Camp attendees are West Lincoln residents and the camp age groups are as follows:

6-8

9 and over

Brianne advised that approx. eighty children attend camp each week and there are eight weeks of camp therefore we could have approx. 300 entries from summer camp attendees. It was the consensus of the committee that elementary schools be invited to participate and the Committee advised that the more submission we have the better.

Brianne advised that she would be conducting camp training June 25,26 and 27 and it was the consensus of the Committee that MYAC representatives with the Mayor attend a session wearing their T-shirt to present to the staff the holiday card contest showing samples of past work. Brianne will advise Jacquie of the times in order for her to send out a calendar invite to the MYAC members.

The Committee Members discussed the pros and cons regarding markers, pencil crayons, or crayons and no preference would be stipulated. All submissions should have full name and age on the back of their submission.

It was the consensus of the Committee that all art work from the summer camp attendees would be displayed. It was suggested that the contest information be posted on social media and elementary schools be invited to participate.

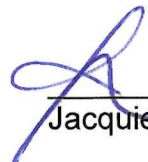
Brianne advised that one of the prizes could be a punch card that allows for 10 visits to the West Lincoln Community Centre, the price per program is \$3.00 therefore the value of the prize would be \$30.00.

Committee members discussed prizes such as a candy basket, a sport basket, a Dollarama Gift Card. The 1st prize winner could pick their choice of gift and then the 2nd prize winner could pick and then the remaining prize could go to the 3rd place winner.

It was the consensus of the Committee members that only one meeting be held in the summer, Wednesday, August 6 at 10:00 a.m.

The Meeting adjourned at 4:30 p.m.


Mayor Cheryl Ganann


Jacquie Thrower, Executive Assistant

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

MEETING NO. FIVE HELD: May 2, 2025, Township Administration Building, 318 Canborough Street, and Smithville – 9:00 a.m. Council Chambers

PRESENT:

Chair:	Kitty McGrail
Members:	Mayor Cheryl Ganann Councillor Greg Maychak Kitty McGrail Sue Langdon Stuart Lord Denise Lipiec Linda Sivyer Karen Parker Toni Mills
Regrets:	John Ganann Deb Thomas
Guests:	Marianna Felvus Ursula Hudson, CARP Niagara Advocacy Chair Deb Leishman
Staff:	Jacquie Thrower, Executive Assistant Brienne Parsons, Recreation and Wellness Programmer

1. Welcome and Introduction of members/guests

There were two new guests in attendance, Ursula Hudson, CARP Niagara Advocacy Chair and Deb from the Community.

2. Ratification of Minutes from last meeting – April 4

The minutes of Friday, April 4th, 2025 were ratified by the Committee.

3. Business Arising from Minutes

a) Preparation for June 6 - setting committee and timelines

There was general discussion regarding the poster for the June 6th event and it was

noted that going forward all posters be easy to read with larger font and lighter colours. It was suggested that white on green and yellow or white on blue is more striking and easier to read, especially for larger, more detailed posters.

There was general discussion regarding the June 6 Event and the following schedule was confirmed:

Stuart – Land Acknowledgement Statement

Toni – Introduce McMaster Research Team Sharing Road Less Travelled Study
Attendees – Dr. Evelyn Durocher (McMaster Associate Professor of Occupational Therapy and Karina Tavernese, Research Assistant

Councillor Maychak – Introduce Cheryle Laba, Team Lead, Community Support Services of Niagara, Happy in my Home

John – Presentation of Gift Cards

Brianne advised that the space is booked until 12 noon, therefore the Committee will meet at 11:30 a.m. to set up.

4. Next Meeting – Summer Recess? Late August Planning Sessions Aug 8, 22 and Sept 5 for Sept 26 Event

There was general discussion regarding a summer recess and it was the consensus of the committee that additional meetings may be required in preparation for our Sept 26 Event.

Jacque will send out calendar invites as follows:

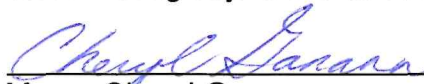
Aug 8
Sept 5
Aug 22

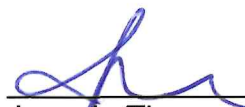
5. Roundtable Discussion

Ursula advised that she would like to continue to attend future meetings in her capacity as Advocacy Chair for CARP.

6. Adjournment

The meeting adjourned at 10:03 a.m.


Mayor Cheryl Ganann


Jacquie Thrower, Executive Assistant

DATE: August 11, 2025

REPORT NO: PD-29-2025

SUBJECT: **Overview on Bill 17- Protect Ontario by Building Faster and Smarter Act, and Bill 5, Protect Ontario by Unleashing Our Economy Act**

CONTACT: Robin Shugan, Senior Planner
Gerrit Boerema, Director, Growth and Sustainability

OVERVIEW:

- The Province has recently introduced two bills, Bill 17- *Protect Ontario by Building Faster and Smart Act*, and Bill 5- *Protect Ontario by Unleashing Our Economy Act* earlier this year.
- Both Bill 17 and Bill 5 received Royal Assent on June 5, 2025, however, portions of these bills are not yet in effect until the Lieutenant Governor sets a date for their enactment.
- Bill 17 has made amendments to the *Development Charges Act*, *Planning Act*, *Building Code Act*, and other various Acts
- Bill 5 makes amendments to *Environmental Assessment Act*, and enacts the *Special Economic Zones Act*, repeals the *Endangered Species Act* with *Species Conservation Act*, as well as other amendments to various Acts.
- The most significant changes include:
 - More exemptions under the Development Charges Act
 - Deferral of Development Charges to occupancy
 - As of right variance approval for setback reductions less than 10%
 - Significant reductions to protected endangered species habitat
- This report is to provide Committee and Council with information related to these bills.

RECOMMENDATION:

1. That Information Report PD-29-2025 titled “Overview on Bill 17 - *Protect Ontario by Building Faster and Smarter Act*, and Bill 5- *Protect Ontario by Unleashing Our Economy Act*” dated August 11, 2025 be received.

ALIGNMENT TO STRATEGIC PLAN:**Theme #**

- **Build a safe, connected, caring and active community**
- **Champion strategic and responsible growth**
- **Enrich our strong agricultural community**
- **Advance organizational capacity and effectiveness**

BACKGROUND:

The Province introduced two omnibus Bills, Bill 17- *Protect Ontario by Building Faster and Smarter Act* and Bill 5- *Protect Ontario by Unleashing Our Economy Act*, on April 17, 2025. The stated goal of Bill 17 is to speed up the construction of infrastructure and homes to support the economy and community growth as well keep workers on the job and get shovels in the ground faster and protect Ontario workers by modifying various Acts such as the *Planning Act*, *Building Code Act* and *Development Charges Act*. The primary goal of Bill 5 is to accelerate the delivery of major infrastructure and resource development projects by streamlining the approvals and permitting processes by modifying several environmental acts such as *Endangered Species Act*, *Environmental Act*, *Ontario Heritage Act*, and creating Special Economic Zones.

A summary of the changes can be found below:

CURRENT SITUATION:**[Bill 17- Protect Ontario by Building Faster](#)**

Bill 17 makes changes to following eight Acts, *Planning Act*, 1990, *Development Charges Act*, 1997; *Building Code Act*, 1992, *Transit-Oriented Communities Act*, 2020; *City of Toronto Act*, 2006; *Building Transit Faster Act*, 2020; *Ministry of Infrastructure Act*, 2011; and *Metrolinx Act*, 2006. This report will focus on the changes from Bill 17 made to the *Planning Act*, *Building Code Act* and *Development Charges Act*.

Amendments to the *Planning Act* (Schedule 7)**Complete Application Requirements and Prescribed Professionals**

- A new provision requiring the Minister's written approval for any official plan amendment that would change the information or material (including studies) applicants must provide for a "complete" planning application. Any official plan amendment made on or after May 12, 2025, without the Minister's approval is deemed not to have been adopted (i.e. voided);
- Requiring municipalities to accept, without response, information or material (including studies) prepared by a person authorized to practice a prescribed profession. The list of prescribed professions will be outlined in a future regulation;

- Providing the Province with regulation-making powers to limit the studies a municipality can require as part of a complete application for different applications. Currently, the Province is proposing that municipalities be prohibited from requiring the following studies/reports: sun/shadow studies, wind studies, urban design studies, and lighting studies; not yet been approved [ERO 025 0462](#).

As of Right Variations from Setback Requirements

- A new regulation-making power to allow reductions for setback requirements of up to 10% without the need for a minor variance provided the land is within an urban residential land; not yet approved [ERO 025 0463](#).

Schools and Ancillary Uses Permitted As-of-Right in Urban Residential Land

- Portable classroom placement on school grounds will be exempt from site plan approval processes.
- Municipal zoning by-laws cannot prohibit the establishment of publicly funded schools (from kindergarten to Grade 12), including associated childcare facilities, on lands zoned for urban residential use.

Minister's Zoning Order

- Providing the Minister with the authority to impose preconditions requiring satisfaction prior to a Minister's Zoning Order coming into effect. These conditions can be imposed on both the municipality and/or proponents, helping to improve accountability and ensuring projects meet the Province's objectives;

Inclusionary Zoning Regulation (Decision Provided)

- The Inclusionary Zoning Regulation (O. Reg. 232/18) has been amended to set a maximum requirement of 5% affordable units in designated major transit station areas. Additionally, affordability obligations will be capped at a 25-year period.

Amendments to the *Building Code Act* (Schedule 1)

Bill 17 introduces a new subsection 35(1.1) to the *Building Code Act, 1992*, specifying that municipalities do not have the authority under the *Municipal Act, 2001* to enact by-laws related to building construction or demolition that impose unique standards beyond those established by the provincial Building Code (such as local green building requirements). This change is intended to create consistency in construction standards across Ontario, reducing the need for developers to alter their designs to meet varying local regulations. However, the practical application of subsection 35(1.1) remains uncertain, as it does not clearly state whether existing municipal by-laws on building construction and demolition will be invalidated.

Additionally, Bill 17 introduces amendments to the *Building Code Act, 1992* aimed at removing the requirement for an additional provincial approval for innovative

construction materials already approved by the Canadian Construction Materials Centre.

Amendment to the *Development Charges Act* (Schedule 4)

Bill 17 updates several sections of the *Development Charges Act, 1997*, revising the methodology and framework to enhance consistency, predictability, and transparency in the way development charges (“DCs”) are determined, applied, and collected across municipalities.

New regulatory powers include the ability to:

- Merge related service categories for DC credits, enabling developers to receive credit for work completed across a wider range of services;
- Clarify the definition of local services to differentiate those covered by local service infrastructure policies from those funded by DCs, aiming to reduce conflicts between developers and municipalities;
- Set limits and exceptions on eligible capital costs, including those related to land;
- Require municipalities to allocate or spend at least 60% of their DC reserve funds annually on all DC-related services, while permitting provincial consultation to enhance public reporting of DC information
- Allow builders to defer DC payments for residential development from the issuance of building permits until occupancy;
- Remove interest on deferred DC payments for rental and institutional developments;
- Permit municipalities to introduce DC exemption or discount programs without needing to conduct a new background study or meet certain procedural requirements;
- Enable the Province to establish methodologies for calculating the benefits of new infrastructure on existing developments, providing greater clarity and cost certainty for homebuilders;
- Permanently exempt long-term care homes from DCs; and
- Stipulate that developments are charged the lower of either the frozen DC rate at the time of site plan or zoning application or the current DC rate if rates decrease during the freeze period.

Most of these changes to the *Development Charges Act* will be implemented through accompanying regulations.

Amendments to the *Building Transit Faster, Metrolinx, and Ministry of Infrastructure Acts* (Schedule 2, 5, and 6)

The amendments to these three Acts are connected, each aiming to speed up the implementation of provincial transit initiatives and the growth of transit-oriented communities (TOCs). The changes in these Acts have no major impact for the Township.

Bill 5 - Protect Ontario by Unleashing Our Economy Act

This section of the report will provide an overview of the amendments made by Bill 5 to the *Ontario Heritage Act*, *Introduction to Special Economic Zones*, *Endangered Species Act*, and *Environmental Protection Act*. Other Acts amended by Bill 5 include, *Environmental Assessment Act*, *Electricity Act*, *1998 Ontario Energy Board Act*, *1998*; *Mining Act* and *Rebuilding Ontario Place Act*, 2023.

Amendments to the Ontario Heritage Act (Schedule 7)

- Expanded inspection powers: The Ministry has been granted expanded authority to examine land for archaeological sites and artifacts, with the Minister now able to mandate site assessments.
- Enforcement and limitations: New rules outline how offences can be prosecuted and establish a time frame within which legal action must be taken.
- Exemptions-The proposed changes allow the Cabinet to exempt certain properties from archaeological and heritage preservation rules if such exemptions support defined provincial priorities (as outlined in regulations).

Introduction to Special Economic Zones (Schedule 9)

The *Special Economic Zones Act*, 2025 will give government the power to designate zones through regulation if certain criteria are met.

A zone will be a geographic area that could include one or more projects of critical or strategic importance. Zones could vary significantly in size, from a small parcel of land to a large area.

Once a zone is set up, vetted projects in the zone with reliable proponents that meet high standards for operation, safety, and the environment can benefit from things like:

- faster permitting
- streamlining some permits and approvals
- simplified requirements
- priority access to one-window services

Authorities

The *Special Economic Zones Act*, 2025 includes regulation-making authority to:

- make criteria for designating:
 - special economic zones
 - vetted projects

- trusted proponents that meet high operating, safety and environmental standards
- designate:
 - special economic zones
 - vetted projects
 - trusted proponents that meet high operating, safety and environmental standards
- identify which regulations, permits, processes, approvals, and similar requirements will be exempted, altered or continue to apply

Endangered Species Act, 2007 replaced with Species Conservation Act (Schedule 2 and 10)

- Replaces the existing law with a weaker “Species Conservation Act” framework.
- Shrinks protected habitat definitions (e.g., caribou habitat limited to calving areas), removes mandatory recovery plans and species tracking, and shifts enforcement to voluntary registries

Amendments to the Environmental Protection Act (Schedule 4)

- Fee refund flexibility: The Minister now has the power to refund fees for registrations removed from the Environmental Activity and Sector Registry.

FINANCIAL IMPLICATIONS:

There are no financial implications as a review of this report, however, there will be financial implications as a result of the changes made through these bills, most notably changes to the Development Charges Act. The changes to the Act include further development exemptions for Development Charges, now including long term care homes, and deferral of Development Charge collection to time of occupancy. These changes will impact development related revenues and create challenges around development charge collection.

INTER-DEPARTMENTAL COMMENTS:

Bills 17 and 5 have received Royal Assent, therefore no comments are required.

The changes to the Development Charges Act have been discussed with Building and Finance staff to being looking at approached to deal with the deferral of development charges at occupancy. As these changes are not yet enacted, Administration will be reviewing options to address these changes prior to its enactment.

CONCLUSION:

The Province has approved a number of significant changes to the various Acts mention in

this this report in particular to the *Planning Act* and *Development Charges Act*. These amendments will influence how municipalities manage growth and allocate the costs associated with future development. The Town of West Lincoln continues to support growth and housing needs of the community while protecting its valuable natural features and agricultural lands.

Prepared & Submitted by:

Robin Shugan, CPT, ACST
Senior Planner

Approved by:

Gerrit Boerema RPP, MCIP
Director, Sustainability and Growth

Truper McBride
CAO

DATE: August 11, 2025

REPORT NO: PD-32-2025

SUBJECT: **Recommendation Report – Removal of Holding Provision (H-13) Applied to RM2-220**

CONTACT: Robin Shugan, Senior Planner
Susan Smyth, Manager, Planning and Design

OVERVIEW:

- On January 16, 2023, a Public Meeting was held and the Township's Planning/Building/Environmental Committee received Information Report [PD-03-2023](#) that provided the request to amend the Town's Zoning By-law and Official Plan for the lands located on the north side of Mill Street, being legally described as Lot 34, Plan M89.
- The Official Plan Amendment was to re-designate the subject property from Medium Density to High Density to permit the townhouses.
- Zoning By-law Amendment was to rezone the subject property from Residential Low Density (R1B) to a site specific High Density Residential (RM2 Zone) and applied Holding Provisions (H –13) to ensure the Applicant entered into a Development Agreement with the Township prior to issuance of a Building Permit.
- The Recommendation Report [PD-10-2023](#) was presented to the Township's Planning/Building/Environmental Committee for approval of the amendments to the Official Plan and Zoning By-law to permit the three street townhouse development subject to entering into a Development Agreement.
- The Owner signed and entered into a Development Agreement with the Township on January 30, 2025.
- In March 2025, a building permit was issued for the construction of the three street townhouses and construction is underway.

RECOMMENDATION:

1. That, Recommendation Report PD-32-2025 titled "Recommendation Report – Removal of Holding Provision (H-13) for Lot 34 Plan M89, dated August 11, 2025, be received; and,
2. That, Council authorize the removal of the Holding Provision (H-13) on the subject

lands as identified on the attached By-law referenced as Schedule A.

ALIGNMENT TO STRATEGIC PLAN:

Theme #2

- Champion Strategic and Responsible Growth

BACKGROUND:

On February 27, 2023 a combined Official Plan Amendment (By-law 2023-16) and Zoning By-law Amendment (By-law 2023-17) were passed to re-designate the lands from Medium Density Residential to High Density Residential and to rezone the subject land from Low Density Residential (R1B) to Residential Medium Density (RM2-220) to permit the three street townhouses. The site specific zoning permits a minimum lot area of 172 square metres and lot frontage of 5.6 metres for the centre unit, and an east side yard setback of 1.2 metres for eastern unit and a maximum garage width of 63% of the frontage for the western unit.

The Holding Provision (H-13) was applied to the RM2-220 zone to ensure that the Owner enters into a Development Agreement with the Township to address concerns concerns of parking obstructions during time of construction along Mill Street by adding additional parking regulations into the Development Agreement.

As part of the Zoning By-law Amendment the Holding Provision (H-13) was placed on the subject property to ensure that a development agreement was executed prior to the issuance of a building permit for the approved development. The Development agreement was to include addressing the concerns of parking obstructions during time of construction along Mill Street by adding additional parking regulations into the Development Agreement.

CURRENT SITUATION:

On January 14, 2025 the Owner formally requested the removal of the Holding (H-13) Zone.

On January 30, 2025 the Owner signed and entered into a Development Agreement with the Township.

On March 2025, a building permit was issued for the construction of the development, and is currently under construction.

The Applicant has requested that the Holding provision be removed and have paid the required fee.

FINANCIAL IMPLICATIONS:

There are no financial implications associated with the removal of the Holding (H-13) Provision.

INTER-DEPARTMENTAL COMMENTS:

Comments from external and internal agencies were previously addressed through the Official Plan and Zoning By-law Amendment application stage.

The *Planning Act* does not require a statutory public meeting or notice to be given for the removal of Holding Zones, therefore no additional comments were required.

CONCLUSION:

The Owner has requested the removal of the Holding Provisions (H-13) By-law 2023-17 from the Residential Medium Density (RM2-220) Zone as the Owner has entered into a Development Agreement with the Township.

This report has provided the information to advise Committee and Council that the holding symbol can be removed by the approval of Council. The amending by-law found in Attachment 2 amends Zoning By-law No. 2023-17, as amended by removing the (H-13) from the subject lands.

ATTACHMENTS:

Schedule A: Amending By-law for Removal of Holding Provision

Prepared & Submitted by:

Robin Shugan
Senior Planner

Susan Smyth
Manager, Planning and Design

Approved by:

Gerrit Boerema
Director, Growth and Sustainability

Truper McBride
CAO

SCHEDULE A - PD-32-2025

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-XX

A BY-LAW TO AMEND ZONING BY-LAW NO. 2017-70, AS AMENDED, OF THE TOWNSHIP OF WEST LINCOLN

WHEREAS the Township of West Lincoln Council is empowered to enact this By-Law by virtue of the Provisions of Section 34 of the Planning Act, 1990, as amended;

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

- 1. THAT Schedule ‘A’ Map ‘S5’ to Zoning By-law No. 2017-70, as amended, is hereby amended by changing the zoning on Lot 34, Plan M89, in the former Township of South Grimsby, in the Township of West Lincoln, Regional Municipality of Niagara, shown as the subject lands on Schedule ‘A’, attached hereto and forming part of this By-law.
- 2. THAT Map ‘S5’ to Schedule ‘A’ to Zoning By-law No. 2017- 70, as amended, and lands zoned as Residential Medium Density- (RM2-220) with Holding Provision (H-13) is subject to this by-law.
- 3. THAT Part 13 of Zoning By-law 2017-70, as amended, is hereby amended by removing the holding provision (H-13) from Table 28.

Holding Provision #	Map #	Parent Zone	Permitted Uses Subject to Holding Provisions	Holding Provisions
H-13 By-law 2023-17	S5	RM2	All permitted uses of the parent zone, except existing uses	No building permits shall be issued until a development agreement is approved

- 4. THAT, all other provisions of Zoning By-law 2017-70, as amended continues to apply;
- 5. THAT, this By-law shall become effective from and after the date of passing thereof.

READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS ____
DAY OF _____, 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE
MANAGER, LEGISLATIVE SERVICES/CLERK

EXPLANATION OF THE PURPOSE AND EFFECT OF BY-LAW NO. 2025-XX

Location:

This By-law involves a parcel of land located on the north side of Mill Street in the cul-de-sac.

Subject lands are legally described as Lot 34, Plan M89.

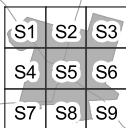
Purpose & Effect:






The subject lands have a site specific Residential Medium Density RM2-220 zone that permits the three street townhouse development.

The holding provision was applied until such time as the Owner enter into a Development Agreement. The agreement was signed on January 30, 3025 and the credit/security along with the administration fee was paid. Therefore, the holding provision can be removed.

File: 1601-007-25

Tri-Point Homes Inc. (Olufemi Oyegbami)



-  Settlement Area Boundary
 Zone Boundary
 EC
 EP
 Waste Management Facility Assessment Area

Township of West Lincoln

Schedule A
Zoning By-law No.2017-70

Map

1:6,000



0 150 m

Last Updated: July 2019

S5

DATE: August 11, 2025

REPORT NO: PD-31-2025

SUBJECT: Information Report: 132 College Street – Official Plan Amendment (File No. 1701-002-25); Zoning By-law Amendment (File No. 1601-004-25); Draft Plan of Subdivision (File No. 2000-002-25); Draft Plan of Condominium (File No. 2000-003-25CDM); Site Plan Approval

CONTACT: Susan Smyth, Manager, Community Planning and Design
Gerri Boerema, Director, Growth and Sustainability

OVERVIEW:

- Applications for Official Plan Amendment, Zoning By-law Amendment, Draft Plan of Subdivision and Condominium, and Site Plan Approval have been submitted by NPG Planning Solutions (Agent/Consultant) on behalf of 2853972 Ontario Inc. (Phelps Homes) (Owner/Applicant).
- The subject lands are located where the former College Street Public School was situated on the east side of College Street south of Morgan Avenue. The school was demolished in January 2025 and is currently vacant.
- The proposal is to facilitate a residential infill development consisting of 13 townhouse dwelling units contained in three separate buildings fronting on Morgan Avenue; 144 stacked townhouse dwelling units contained in nine separate buildings with access from a private road connecting to College Street.
- The Official Plan Amendment is requesting to increase the density of the street townhouse dwelling units fronting on Morgan Avenue from 20 to 40 units per hectare up to a maximum of 50 units per hectare.
- The Zoning By-law Amendment is requesting changes including: the reduction in the interior side yard; reduction in the separation distance between dwellings on the same lot; permit 16 stacked townhouse dwelling units per block; reduced lot area per unit; increased projections for balconies/decks; reduced garage width; reduced parking for stacked townhouse dwelling units; reduced setback for private parking on private street to a public road and to side or rear lot line; and reduced planting strip.
- The Draft Plan of Subdivision Application is required for the townhouse dwelling units fronting on Morgan Avenue and Draft Plan of Condominium and Site Plan Approval Applications are required for the stacked townhouse dwelling units with frontage on the interior private condominium road.
- This report is to provide background information in support of the statutory public meeting.

RECOMMENDATION:

1. That, Information Report PD-31-2025 titled, “Information Report: 132 College Street – Official Plan Amendment (File No. 1701-002-25); Zoning By-law Amendment (File No.1601-004-25); Draft Plan of Subdivision (File No. 2000-002-25); Draft Plan of Condominium (File No. 2000-003-25CDM); Site Plan Approval (File No. 2100-004-25)”, dated August 11, 2025 be received for information.

ALIGNMENT TO STRATEGIC PLAN:**Theme #1 and 2**

- Build a safe, connected, caring and active community
- Champion strategic, responsible growth

BACKGROUND:

In 2019, the Township with its consultant MHBC completed redevelopment plans for the former schools (College Street Public School located at 132 College Street and St. Martins School located at 186 Margaret Street). The redevelopment plan process was a planning exercise to designate and zone the parcels for new infill and intensification purposes for residential and mixed uses with higher density yields to meet the Provincial standards and take advantage of existing municipal services.

Refer to Figure 1 for the location of the College Street Public School and Subject Lands

Figure 1: Location of College Street Public School and Subject Lands



The Recommendation Report [PD-103-20](#) presented in July 2020 for Council approval provided the amendments for the schools to promote the most efficient and cost effective land use pattern within a designated growth area in Smithville.

Council granted approval of Official Plan Amendment #54 (By-law 2020-100) and Zoning By-law Amendment (By-law 2020-101) for 132 College Street in October 2020. The amendment to the Official Plan was to change the Institutional use to High Density Residential Use (Special Policy 6.11.1) although in April 2023 through By-law 2013-58, a technical memo was presented to Council for approval to correct clerical errors and mapping corrections and change the High Density Residential use to Residential/Mixed use with a minimum gross density of 40 units per hectare.

The amendment to the Zoning By-law rezoned a portion of the subject lands from Institutional 'I' to 'RM2' Residential Medium Density for lands that fronted on Morgan Avenue. A second portion of the lands were rezoned from Institutional 'I' to 'RM3-194' Residential Medium Density with a site specific exception to permit mixed use development by enabling service commercial uses to be established on the ground floor with residential uses above. The final portion of the subject lands were rezoned from 'RM2' Residential Medium Density to 'RM3' Residential Medium Density to permit denser form of townhouses than the RM2 zone currently permits.

Refer to Figure 2 for the College Street Demonstration Plan prepared by MHBC. This plan illustrated the potential for a higher density mixed residential and commercial use development consisting of two-storey townhouse units, stacked townhouse units, and an apartment building with some commercial uses on the ground floor that could reach up to four-storeys. The total number of residential units represented in this concept was 103 units. It is important to note that this is only a conceptual plan, understanding that there are multiple ways that this property could develop under the existing official plan policy and zoning regulations.

The subject lands are surrounded by a mix of residential and commercial uses. North of the subject lands along Morgan Avenue are single detached dwellings, generally 1-2 storeys in height. To the west, across College Street, are residential townhouses 2-storeys in height with frontage on the south side of Morgan Avenue and a commercial uses with frontage on College Street. Immediately south of the subject lands are residential uses including several townhouses developments with private roads providing connections to College Street and St. Catharines Street. East of the subject lands is Union Cemetery and Dennis Drive Park. The subject lands are within 150-200 metres from the Smithville downtown core area with a mix of commercial/retail and financial institution uses.

Figure 2: College Street Demonstration Plan (MHBC Concept)



132 College Street

Regulation	Provided
Area	2.185 hectares
Units	13 two-storey townhouses (freehold); 30 apartment units; 60 stacked townhouse units Total No. of Units = 103
Height	2-4 storeys
Density	47.1 units per hectare (overall)
Parking (Residential)	1.5 spaces / unit = 135 spaces
Accessible Parking	4 % of total spaces = 6 spaces
Parking (Commercial)	1 space / 30 square metres = 31 spaces

CURRENT SITUATION:

Applications to amend the Official Plan and Zoning By-law as well as Draft Plan of Subdivision, Draft Plan of Condominium and Site Plan Approval has been submitted by NPG Planning Solutions (Agent/Consultant) on behalf of 2853972 Ontario Inc. (Phelps

Homes) (Owner/Applicant).

The applications are required to facilitate a residential development consisting of three building blocks of street townhouses with a total of 13 units fronting on Morgan Avenue. The balance of the development will consist of nine building blocks with 144 stacked townhouse units.

The street townhouse units fronting on Morgan Avenue will be subdivided from the subject lands by way of the Draft Plan of Subdivision and function independently. The Draft Plan of Subdivision contains one block, which will be divided by removal of part lot control in the future for the 13 individual units. The retained portion of the subject lands will form the Draft Plan of Phased Condominium. The Phased Condominium is planned to be registered in five phases and will be subject to Site Plan Approval. Refer to Schedule A for the Draft Plan of Subdivision.

Access to the stacked townhouse portion of the development will be provided by a private road connecting to College Street.

Parking for the development includes the following:

Units	Required	Proposed
Street Townhouse Units Fronting Morgan Avenue 13 units	(Section 3.12.6 - Table 6) 1.75 parking space per dwelling unit 23 spaces are required	1 driveway space plus 1 space in the private garage (tandem parking)
	Section 3.12.7 private garage to meet parking requirements - minimum of 3.25 metres wide and a minimum depth of 6 metres with a maximum of one step having an allowable projection of 0.8 metres into the space	3.0 metre wide garage
Stacked Townhouse Units on Private Condominium Road 144 units	(Section 3.12.6 - Table 6) 1.75 parking space per dwelling unit 252 spaces required	1.52 parking space per unit 219 surface parking spaces
	Section 3.12.6 - Table 7: Required Barrier Free Parking Facilities 8 spaces required	8 accessible barrier-free spaces

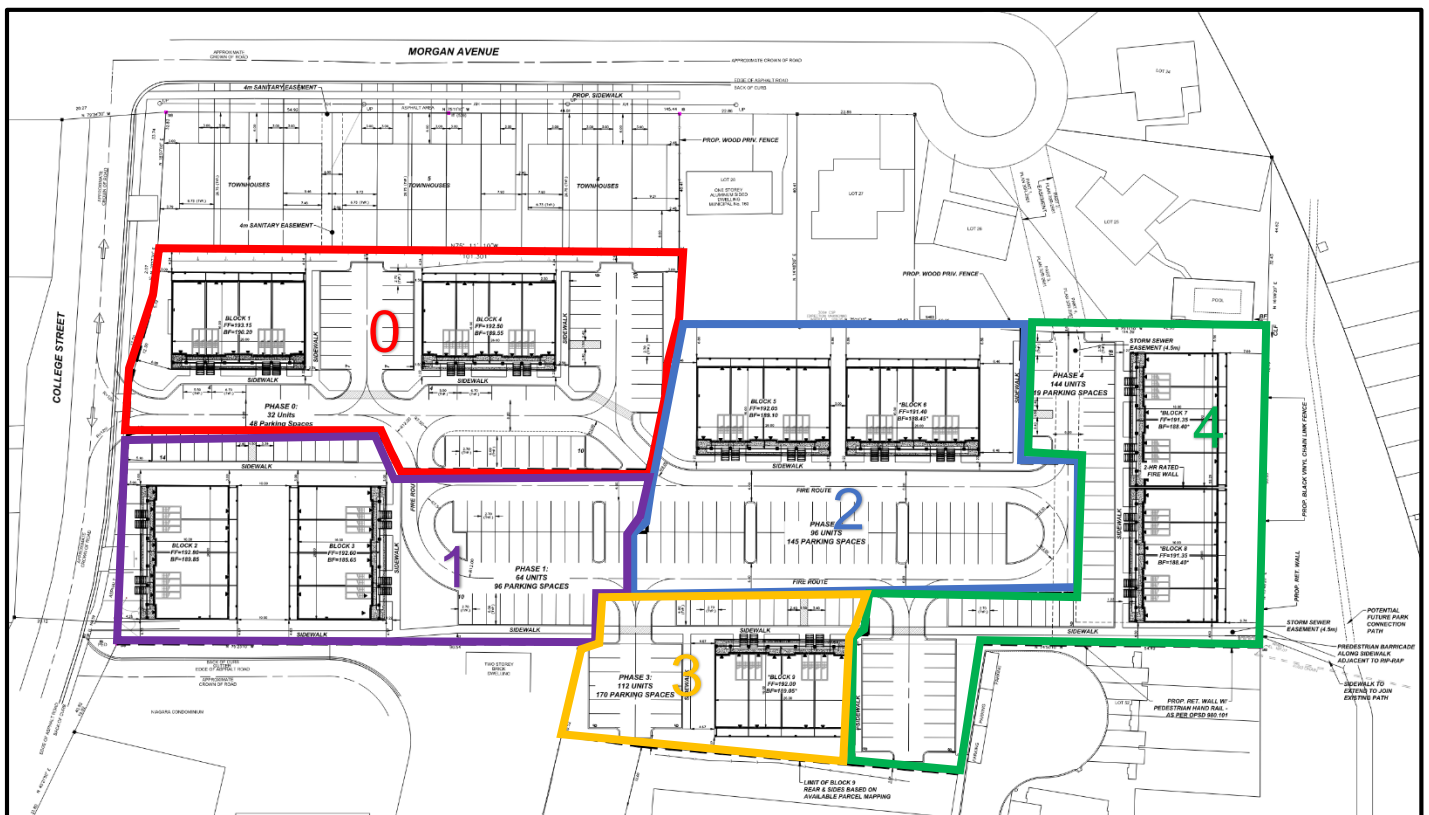
The conceptual site plan for the stacked townhouses has a deficiency of 41 regular parking spaces.

As previously noted, the stacked townhouses will be a Phased Condominium and the following shows the breakdown for each unit and parking to be provided per phase. The "0" Phase signifies the immediate phase to be developed, pending approval and satisfying the conditions of approval.

PHASE #	PARKING SPOTS	CUMULATIVE PARKING SPOTS	UNITS	CUMULATIVE UNITS	PARKING RATIO
0	48	48	32	32	1.50
1	48	96	32	64	1.50
2	49	145	32	96	1.51
3	25	170	16	112	1.52
4	49	219	32	144	1.52

Refer to Figure 3 for the Phased Conceptual Site Plan and Schedule B for the larger plan.

Figure 3: Phased Condominium Conceptual Site Plan



Currently a minimum density of 20 units/hectare and maximum of 40 units/hectare is the threshold for this portion of the development.

The Applicant is requesting an amendment to the Official Plan for the 13 street townhouse dwelling units fronting on Morgan Avenue since the land area of 0.27 hectares dedicated for the 13 units results in a 48.1 units/hectare planned density and therefore rounding up to an increase of 50 units per hectare is requested to facilitate the proposed development.

The lands area of 1.69 hectares dedicated to the 144 stacked townhouse dwelling units proposes a planned density of 85.2 units per hectare of which exceeds the minimum special policy density threshold for 40 units/hectare. Therefore, no amendment is required for this portion of the development.

Requested Zoning By-law Amendments

The following provides a list of the requested amendments to the Zoning By-law to facilitate the development for each portion of the subject lands.

Street Townhouse Units Fronting Morgan Avenue – RM2-###

- Reduced interior side yard of 1.2 metres whereas 3 metres is required.
- Reduced interior side yard of 2.4 metres adjoining a lot in a low density residential zone whereas 3 metres is required.

Stacked Townhouse Units on Private Condominium Road – RM3-###

- For the purposes of this By-law, the following definitions shall apply to the RM3-###-site-specific zone:

Stacked townhouse dwelling: means a dwelling containing up to sixteen (16) attached dwelling units, in which each dwelling unit can be divided horizontally and/or vertically from another dwelling unit by a common wall and in which each dwelling unit has an independent entrance from the exterior of the dwelling to the interior of the dwelling unit.

- Minimum lot area (per dwelling unit) of 115 m² per stacked townhouse dwelling unit whereas 106m² is required.
- Minimum front yard of 3.0 metres for a stacked townhouse dwelling units whereas 4.5 metres is required.
- Minimum separation distance between dwellings on the same lot of 0 metres between exterior side walls for stacked townhouse dwellings whereas 3 metres is required.
- Minimum separation distance between dwellings on the same lot of 10 metres between exterior front or rear walls whereas 12 metres is required.

General Provisions for the RM2-### and RM3-###

These are the requested amendments to the general provisions to be applied to both the street townhouse dwelling units fronting Morgan Avenue and the stacked townhouse

dwelling units on the private condominium road.

- Section 3.3.1 - Allowable projections of 1.5 metres within interior side yards for balconies, decks, uncovered and enclosed, whereas 1.5 metres in front yard and exterior side yard or 3 metres in the rear yard are permitted.
- Section 3.9.2 - Planting Strip of 1.0 metres shall be permitted whereas 1.5 metres is required.
- Section 3.12.2 - Driveways and parking aisles with double traffic lane for travel in one or two directions of 6.0 metres whereas 7.5 metres is required.
- Section 3.12.2 - A driveway for a residential use with less than five (5) dwelling units with a private garage may be located 0 metres to the interior side lot line whereas 3 metres is required.
- Section 3.12.6 - Minimum number of parking spaces of 1.5 per dwelling unit for RM3-## (stacked townhouse dwelling unit) whereas 1.75 space per unit is required.
- Section 3.12.6 (d) (i) parking space that are parallel parking to a parking aisle or driveway of 5.5 metres whereas 6.5 metres in length is required.
- Section 3.12.6 (d) (v) where the side of a parking space abuts a building or structure that has a height of 0.5 metre or greater of 1.0 metres whereas the minimum of 1.5 metres is required.
- Section 3.12.6 (e) (ii) (3) Adjacent to a private street, provided that such parking spaces located along and/or accessed from a private street are not located closer than 4.7 metres to a public street whereas 7.5 metres is required.
- Section 3.12.7 (e) - meeting the parking requirements, the minimum garage width of 3.0 metres for a private garage whereas 3.25 metres is required.

Supporting Technical Studies

The following technical studies were provided to support the proposed development and the fulsome reports can be found on the Township website [Notice of Public Meeting for Planning Matters 132 College Street August 11 - West Lincoln](#).

Archaeological Assessment

A Stage 1-2 Archaeological Assessment was conducted by ASI Archaeological Services to investigate the archaeological potential of the subject lands. Fieldwork confirmed that the subject lands were previously disturbed and was deemed to have no archaeological potential. Ultimately no archaeological resources were encountered and no further archaeological assessment was required.

Cultural Heritage Impact Assessment

A Cultural Heritage Impact Assessment (CHIA) was prepared by Wood Environment & Infrastructure Solutions Canada Limited to investigate the cultural heritage value of subject lands. The assessment determined that the subject lands had cultural heritage value or interest due to its historical or associative value. It was also noted that the heritage integrity of the original schoolhouse was severely compromised due to the

multiple additions between 1921 and 1972. Due to this, the report stated that the school building did not retain any physical, design, or contextual value. The report noted that the conservation of the heritage attributes of the subject lands can be achieved through a commemoration and salvage conservation approach such as commemorative plaques, however, staff are not aware that any of the artifacts were salvaged when the building was demolished last year.

Environmental Impact Study

A technical memo dated January 24, 2025 was prepared by GEI Consultants to investigate the natural heritage conditions of the subject lands. A subsequent updated technical memo dated June 12, 2025 was prepared by GEI Consultants to review the assessment of the treed community to address the Region's and NPCA comments on the classification methodologies, significant wildlife habitat screening, and potential watercourse assessment.

The memo determined that the remnant woodland located on the subject lands does not achieve the threshold required to be considered as other woodland and as such is not deemed to be part of the Natural Heritage System or subject to the Natural Heritage System policies. The drainage feature within the treed community is connected to the storm sewers within the adjacent subdivision and there is no open channel located upstream or downstream of the subject lands and therefore not an intermittent or permanent stream. A tree preservation plan is recommended as mitigation and a condition of approval of the development for protection measures and compensation requirements for the removal of the trees.

Geotechnical Report

A geotechnical report was completed by Bendigo Consulting Inc. (May 2022) to determine the subsurface conditions in relation to the installation of foundations and underground services required for the proposed development. The geotechnical report concluded that the site has a silty clay fill material found at a depth of 1.5 metres under the topsoil. Bedrock was obtained at depths of about 6.1 metres below the existing ground surface and the soils are capable of supporting the loads associated with residential townhouse structures.

The study also concluded that all basement foundation walls should be damp proofed and provided with a perimeter drainage tile system and any imported fill required to raise the subgrade elevation should have its moisture content within 3% of its optimum moisture content and meet the necessary environmental guidelines.

Noise Feasibility Study

HGC Engineering conducted a noise feasibility study (July 2024) to analyze sound and noise impacts of the proposed development and surrounding lands. The noise study concluded that the primary sources of noise are road traffic on St. Catharines Street to

the south and rail traffic on the CP railway to the north.

The predicted sound level in all the amenity spaces throughout the site will be less than 55 dBA although sound level predictions indicate that the future road and rail traffic sound levels will exceed MECP guidelines at the proposed dwellings. To mitigate future rail traffic sound levels in the proposed development that exceed 55 dBA, the MECP recommended guidelines including windows, walls and doors be designed so that the indoor sound levels comply with MECP noise criteria.

Furthermore, warning clauses are recommended to inform future residents of the road traffic noise impacts, address sound level excesses, and inform residents of the nearby commercial and retail uses.

Functional Servicing and Stormwater Management Report

LandSmith Engineering & Consulting prepared the Functional Servicing and Stormwater Management Report (November 2024) to review the existing municipal services and ensure their suitability for the proposed 157 residential units consisting of 13 Street Townhouse dwelling units and 144 stacked townhouse units.

An addendum to the report was completed (June 2025) to address the Township's and Region's comments on the sanitary servicing and stormwater management design for the proposed development of the 157 residential dwelling units. The following conclusions on the servicing requirements for the proposed development include:

- Water servicing can be provided through a proposed 150mm watermain entering the site off of College Street. Peak domestic demand is expected to be 20.15 L/s.
- It is proposed to provide a 150mm sanitary sewer to service the proposed development which connects to the existing 200mm sanitary sewer on Morgan Avenue. A peak domestic sanitary flow rate of 6.23 L/s is expected to be generated from the site. Four sanitary grinder pumping stations will pump sanitary flows for Blocks 6-9.
- On-site stormwater quantity controls will be provided by an underground storage chamber located in the southeast portion of the site underneath the parking lot. The storage tank will have control orifices sized 290mm and 210mm and provide 613 cubic metres of storage volume.
- In order to ensure storm water quality control for the site, an oil-grit-separation manhole will be installed, along with CB shields in all proposed catch basins and a separator row within the underground storage chamber. This arrangement, in combination provides 70% long-term TSS removal and "Normal" level protection.

Transportation Impact Study/Parking Analysis

Paradigm Transportation Solutions prepared a Transportation Impact Brief (TIB) (March 2025) to analyze the transportation impacts of the proposed development on surrounding infrastructure. The study determined that all study area intersections are forecasted to operate at acceptable service levels during the AM and PM peak hours, and no critical movements were noted.

Existing study area intersections increase by three seconds or less during the AM and PM peak hours. Following build out of the proposed development, there is still spare capacity available, and the queue lengths are reasonable; improvements are not recommended for the intersection of St. Catharines Street and College Street. College Street and Morgan Avenue are not anticipated to experience any operational issues following build out of the proposed development.

Based on the combination of Institute of Transportation Engineers (ITE) rates and parking requirements in other municipalities in the Niagara Region, the estimated parking demand is between 1.25 and 1.50 parking spaces per unit. The report states that with 1.52 spaces per unit proposed for the stacked townhouse dwelling units, the development exceeds the general demand estimated by the ITE and within the threshold based on a review of adjacent municipalities.

FINANCIAL IMPLICATIONS:

There are no financial implications associated with this report.

INTER-DEPARTMENTAL COMMENTS:

The following is a summary of the agency comments received on the proposal. Please note that the fulsome comment are provided in Schedule D.

Township Development Engineering

Domestic and fire flow testing should be completed to confirm the assumptions of the engineering report.

Future operation and maintenance of grinder pumps within a private development are concerning and suggest constructing a gravity sewer on College Street to St. Catharines Street as a preferred servicing solution for the site. A peer review will be completed to update the Township's wastewater model and confirm sanitary capacity. Capacity and allocation within the Township's wastewater network cannot be guaranteed until final registration of the development.

Confirmation of the extent of the storm sewer proposed to be owned by the Township including the storm sewer from STM MH 2 to the storm outlet. Easements are to be provided.

The Niagara Region will peer review the stormwater management report/design on behalf of the Township. Township staff will need to determine if improvements are needed in the cemetery lands where the storm outlet is proposed. Although flows will remain at pre-development levels, there may need to be cleaning and maintenance of the existing culvert and drainage channel through the cemetery.

There is no concern if the trees on Morgan Avenue and College Street remain private trees considering the limited boulevard space.

Black chain link fencing is to be provided along the cemetery lands and wood privacy fencing where the Blocks are abutting the existing residential lots on Morgan Avenue and the proposed condominium development.

Township no longer provides water metering in individual units of a private development and therefore a meter pit at property line with a large meter will be required for this development.

Township Community and Protective Services

According to the Township Trails and Corridors Master Plan, a public off street secondary trail is required through this development to provide a connection from this development and existing residential uses in the area through the Union Cemetery to Dennis Drive Park. Township staff have previously suggested a corridor behind the existing houses on Morgan Avenue. This trail would contribute towards the required parkland dedication, however, this trail is not being proposed in the proposed site plan.

The FSR indicated that the fire flows for domestic and fire supply are adequate and as long as that is not compromised there are no objections.

Township Building Department

No objections with the proposal however the following will be required:

- Building permit application and fees required
- Site Plans/Grading Plans per lot
- Architectural Drawings including Truss package
- Development charges apply
- Confirmation of adequate water supply for fire fighting

District School Board of Niagara (DSBN)

The DSBN has submitted comments stating that they have no objection to the proposed application. Students from this area attend Smithville PS (JKGr.8) and West Niagara Secondary School (Gr.9-12).

Hydro One

No objections with the proposal. The Owner/Applicant should consult their local area Distribution Supplier. Where Hydro One is the local supplier the Owner/Applicant must contact the Hydro subdivision group at subdivision@Hydroone.com or 1-866-272-3330.

Mississaugas of the Credit First Nation

The Mississaugas of the Credit First Nation (MCFN) has no comments or concerns at this time regarding the submitted Stage 1 & 2 Reports, although offered comments pertaining to reference of First Nations and treaty holders in West Lincoln and recommendations on terms used in the report.

Niagara Peninsula Conservation Authority (NPCA)

There are no NPCA regulated features on the subject lands and therefore have no objections.

Region of Niagara

The following comments pertaining to environmental planning are provided as advice to assist the Township in their review of the applications under the Service Level Agreement. Under the Memorandum of Understanding for Engineering Review between the Township and the Region, the comments related to regional infrastructure and waste collection are considered Regional requirements with respect to the Region's interests.

Regional Environmental Division completed the review of the updated EIS Memo and were satisfied that treed community and watercourse did not achieve Niagara's Official Plan criteria to be designated Natural Environment System features. As such, no objection to the applications and have no further environmental requirements.

There are no objections to the stormwater management (SWM) plan. The storm tank is designed to recharge groundwater through the stone layer beneath the outlet. This plan will aid in on-site water retention. Staff suggest the following:

- The future detailed engineering plans depict the two-stepped orifices to ensure the configuration aligns with the SWM plan.
- The Erosion and Sediment Control plan depict the inspection and maintenance requirements.

Regional staff note that stormwater from the subject development will outlet to a storm system under the jurisdiction of Township of West Lincoln. Niagara Region has no management interests on the subject development and, therefore, offer no conditions to the draft plan approval. As such, staff's review does not cover the 'Storm Sewer Design Calculation'. The comments are subject to the discretion of Township staff.

Smithville Sewage Pumping Station (SPS) sewershed experiences significant Inflow/Infiltration (I/I) and has limited capacity. The current Smithville SPS has an operational capacity of 104 L/s and the current 2021 Master Servicing Plan (MSP) has indicated that an upgrade to the station will be required to accommodate all anticipated growth in the SPS sewershed. The Region will be undertaking a study to determine the upgraded phasing plan for the Smithville SPS and the capacity of the downstream receiving system in 2025/2026. An I/I reduction program should be on-going to restore design capacity and potentially gain additional capacity in the system during rainfall events to allow for development.

The proposed development is intended to be phased in, the servicing report should breakdown the anticipated flows for each Phase and provided the following calculations for anticipated flows throughout the life cycle of the system. The Region recommends that the condominium agreement include post flow monitoring to ensure the development is meeting the anticipated flows.

Staff note that the townhouses fronting onto Morgan Avenue are eligible for curbside waste collection. However, due to the design and layout of the stacked townhouses the development does not meet the Region's waste collection requirements. As a result, waste collection for the condominium development will be the responsibility of the property owner and must be arranged through a private contractor, rather than being serviced by Niagara Region.

PUBLIC COMMENTS:

At the time of writing this report, two separate emails listing concerns and comments on the proposal have been submitted and are summarized below:

- Excited about the prospect of new homes being added to the community.
- Concern with the intersection of Morgan Avenue and College Street and the turning onto St. Catharines Street which is difficult and additional housing may make the situation more challenging.
- Ensure traffic improvement or traffic calming measures are included.
- Proposal is too large and not keeping with the character of the neighbourhood.
- Increase in traffic congestions in the morning peak times.
- Concerns on the parking for the condominium. There needs to be more, not less parking for any development that is built as no one in the area wants cars parked up and down our streets. It appears that for 144 units, they are proposing 219 parking spots. Most families have at least 2 cars.
- Concerns regarding both this development and its potential impact on the well being and amenity of the surrounding area, including my home and those of other residents. Brock St and Erie St are currently dead end streets and we have no desire to see this change.
- Understand the need for housing, but to add this amount of housing in such a small footprint in an existing neighbourhood where the majority of homes are bungalows does not make sense.

Why can't housing similar to the homes on Grant Street, Carter Drive or Richard Crescent be considered. When I read the amendments requested by the developer, they are asking for more housing on less land, so there is more concern on their part for making maximum profit over building a community that integrates with existing homes.

The Applicant will have an opportunity to respond to the comments above, as well as all of the comments received as part of the public consultation prior to the recommendation report being presented to Committee and Council.

CONCLUSION:

Applications for Official Plan and Zoning By-law Amendment as well as Draft Plan of Subdivision and Draft Plan of Condominium and Site Plan approval was submitted by NPG Planning Solutions (Agent/Consultant) on behalf of 2853972 Ontario Inc. (Phelps Homes) (Owner/Applicant).

The applications are to facilitate an infill residential development which would create a total of 157 units. The Draft Plan of Subdivision is for the 13 street townhouses fronting on Morgan Avenue and Phased Draft Plan of Condominium is for the 144 stacked townhouse dwelling units of which would also require Site Plan Approval.

A recommendation report will be prepared and presented by Administration at a future Committee meeting.

ATTACHMENTS:

Schedule A – Draft Plan of Subdivision
Schedule B – Phased Condominium Plan
Schedule C – Conceptual Site Plan
Schedule D – Agency Comments
Schedule E – Public Comments

Prepared & Submitted by:

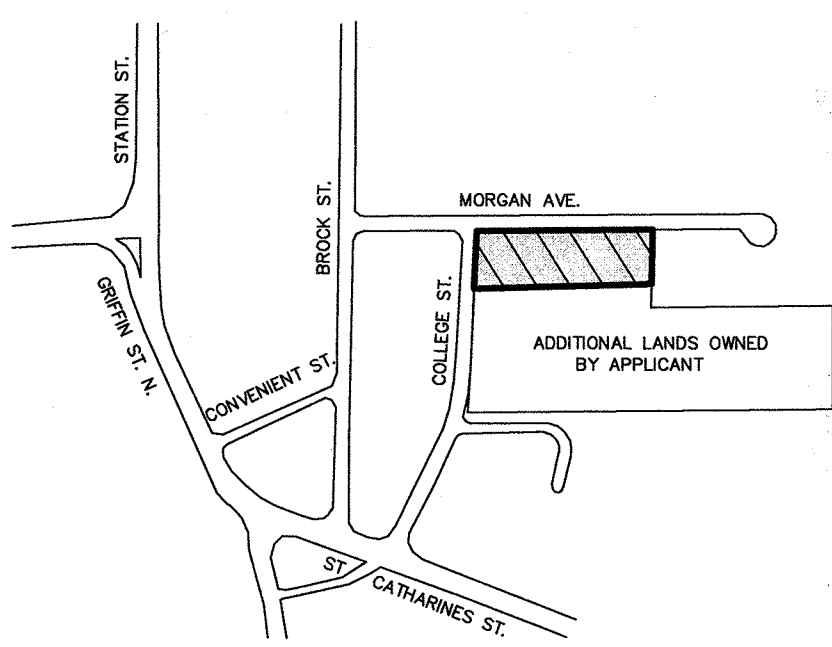
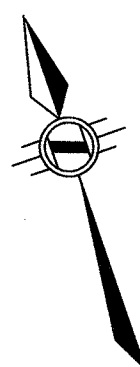
Susan Smyth
Manager, Community Planning and Design

Approved by:

Gerrit Boerema
Director, Growth and Sustainability

Truper McBride
CAO

SCHEDULE A - PD-31-2025

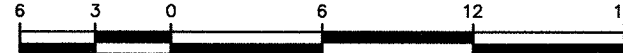


KEY PLAN NOT TO SCALE

 SUBJECT LANDS

DRAFT PLAN OF SUBDIVISION
OF PART OF
LOTS 29, 30, & 31
REGISTERED PLAN M-90
IN THE
TOWNSHIP OF WEST LINCOLN
REGIONAL MUNICIPALITY OF NIAGARA

SCALE 1:300 METRIC



R.A. McLAREN, O.L.S. - 2024

LAND USE SCHEDULE

DESCRIPTION	LOTS/BLOCKS	AREA
RESIDENTIAL - TOWNHOUSE	BLOCK 1	2688.8m ²

METRIC NOTE
DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048


- SECTION 51 (17) PLANNING ACT AS REVISED**
- (A) SHOWN ON PLAN
 - (B) SHOWN ON PLAN
 - (C) SHOWN ON PLAN
 - (D) SEE SCHEDULE
 - (E) SHOWN ON PLAN
 - (F) SHOWN ON PLAN
 - (G) SHOWN ON PLAN
 - (H) MUNICIPAL PIPED WATER AVAILABLE
 - (I) CLAY LOAM
 - (J) SHOWN ON PLAN
 - (K) MUNICIPAL STORM, SANITARY AND WATER SERVICES EXISTING
 - (L) SHOWN ON PLAN


SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:

THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AS SHOWN ON THIS PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

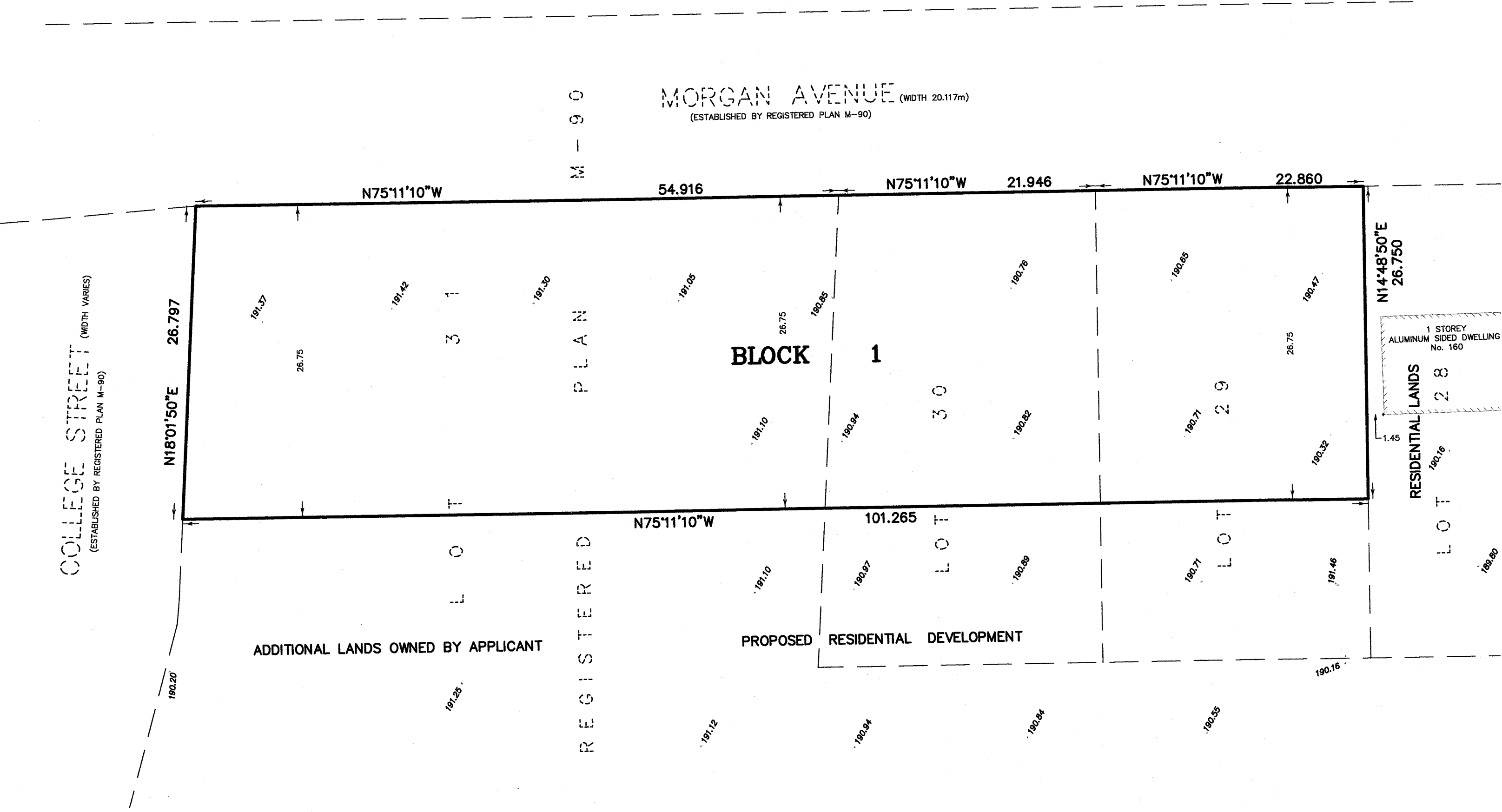
26 AUG 2024
DATE


ROBERT A. McLAREN, O.L.S.

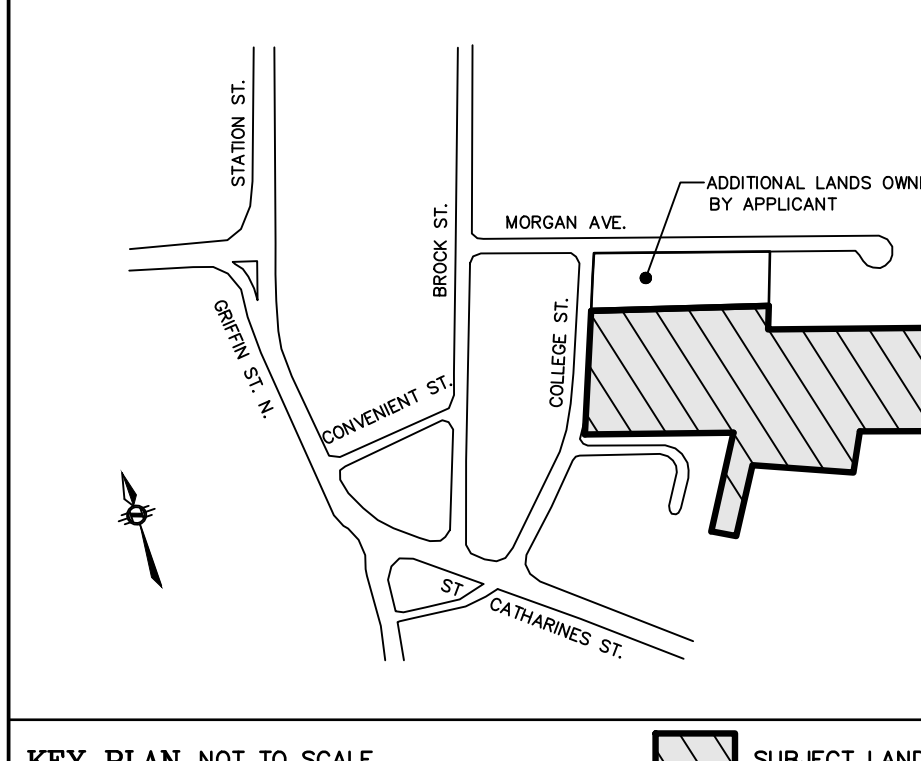
 **A.T. McLaren Limited**
LEGAL AND ENGINEERING SURVEYS

69 JOHN STREET SOUTH, SUITE 230
HAMILTON, ONTARIO, L8N 2B9
PHONE (905) 527-8559 FAX (905) 527-0032

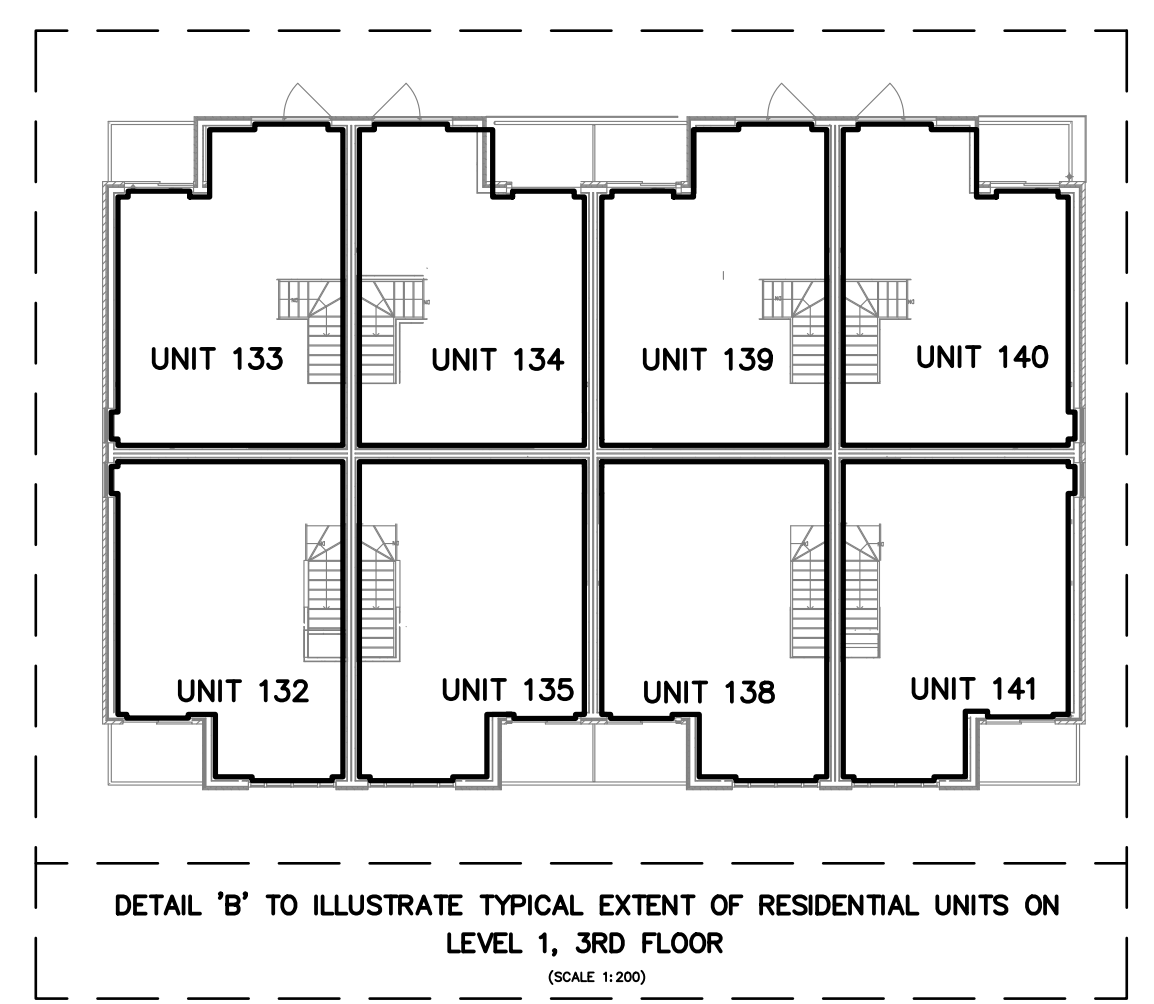
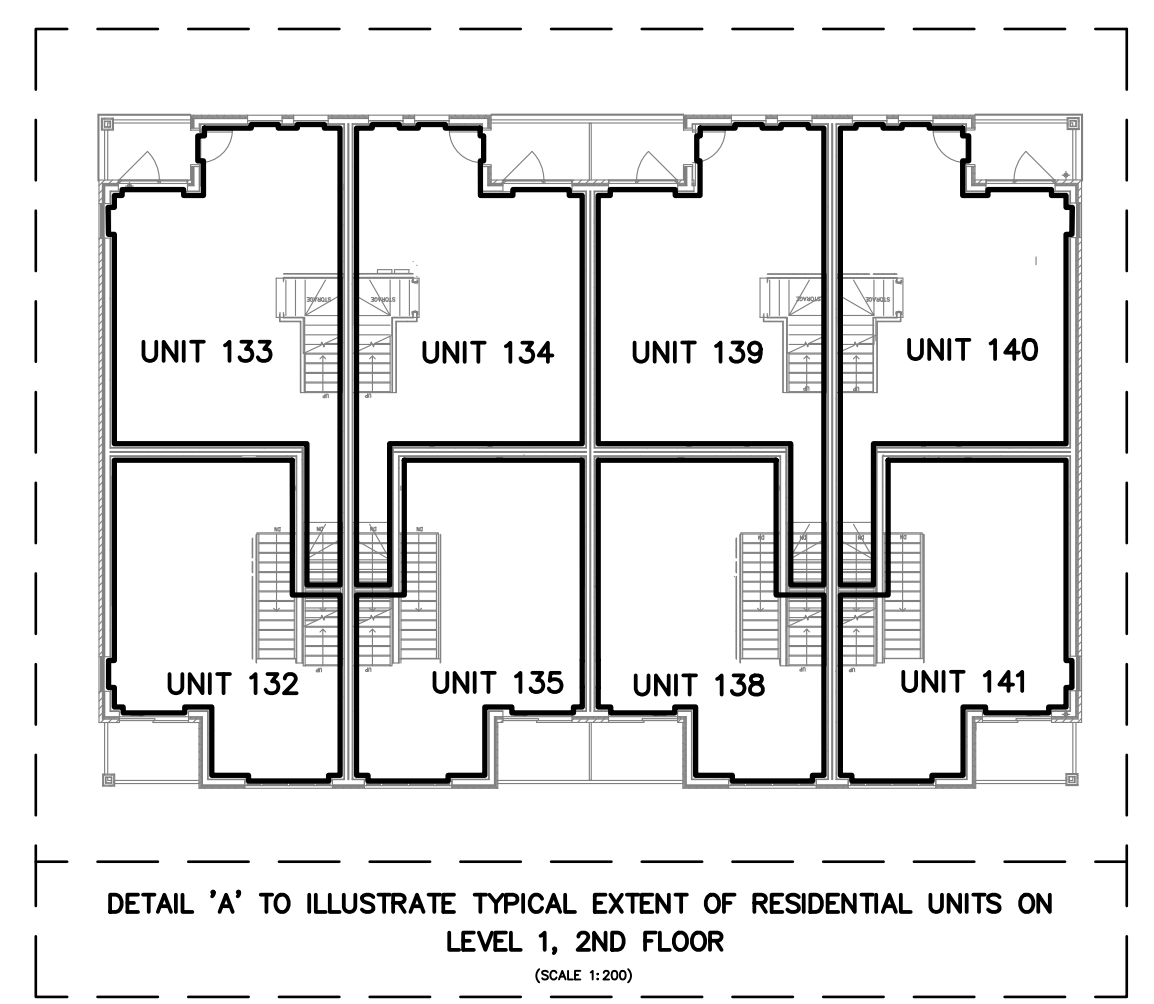
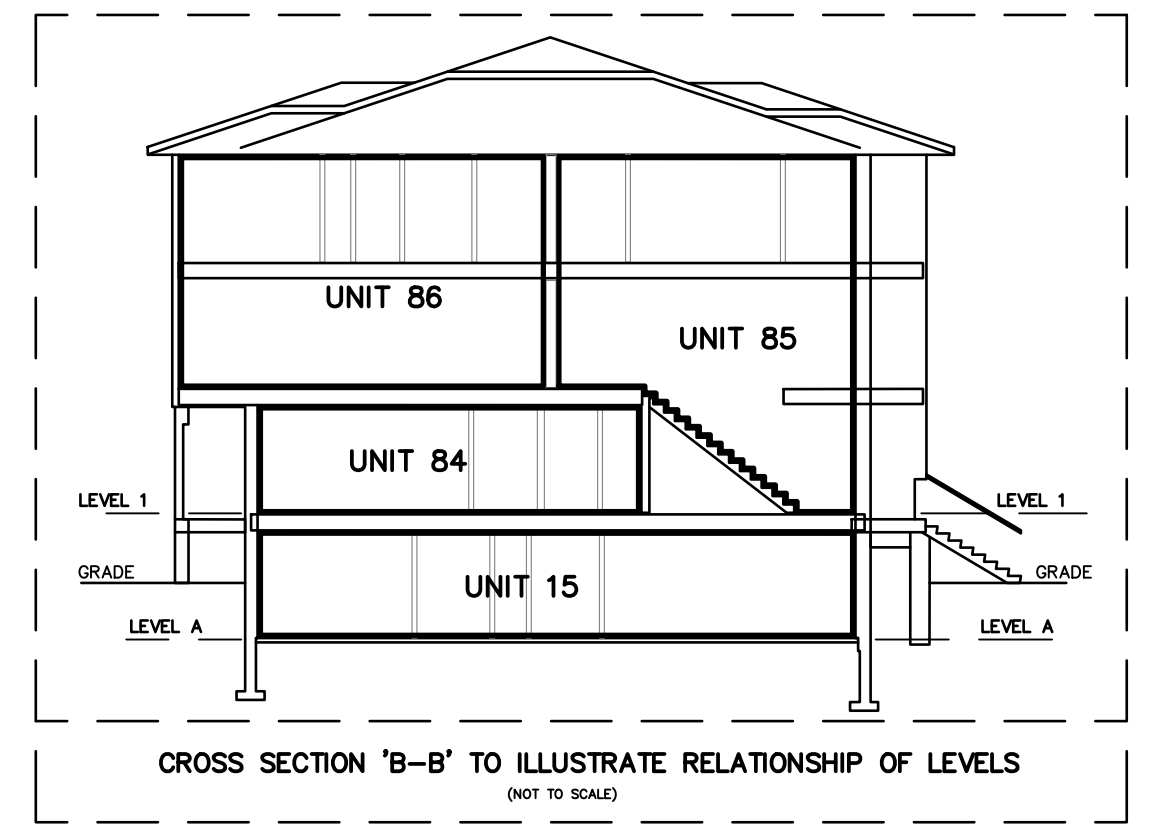
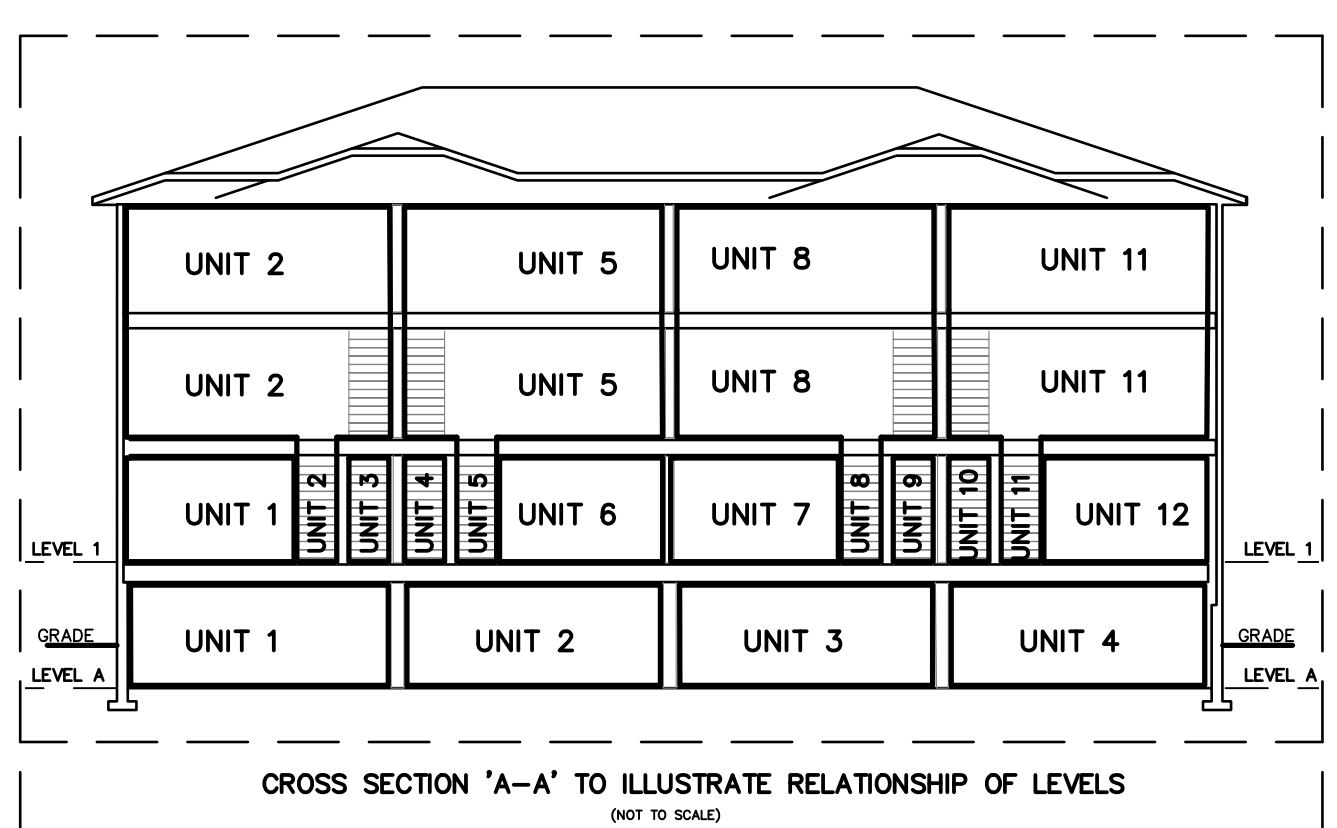
Drawn MM	Checked DG	Scale 1:300	Dwg.No. 37808-DS
----------	------------	-------------	------------------



SCHEDULE B - PD-31-2025



DRAFT PLAN OF PHASED CONDOMINIUM
OF PART OF
LOT 44
AND ALL OF
LOTS 29, 30, & 31
REGISTERED PLAN M-90
IN THE
TOWNSHIP OF WEST LINCOLN
REGIONAL MUNICIPALITY OF NIAGARA
SCALE: 1:400 METRIC
R.A. McLaren, O.L.S. - 2024



NOTE:
AREAS NOT DESIGNATED AS UNITS ARE PART OF THE COMMON ELEMENTS

NOTE
PORTIONS OF THE COMMON ELEMENT DESIGNATED WITH THE PREFIX "P" ARE FOR THE EXCLUSIVE USE OF UNITS ON LEVEL "A" WITH THE SAME NUMBER

METRIC NOTE
DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SECTION 51 (17) PLANNING ACT - AS REVISED

(A) SHOWN ON PLAN	(G) SHOWN ON PLAN
(B) SHOWN ON PLAN	(H) MUNICIPAL PIPED WATER AVAILABLE
(C) SHOWN ON PLAN	(I) CLAY LOAM
(D) SEE SCHEDULE	(J) SHOWN ON PLAN
(E) SHOWN ON PLAN	(K) EXISTING MUNICIPAL SANITARY AND STORM SERVICES AVAILABLE
(F) SHOWN ON PLAN	(L) SHOWN ON PLAN

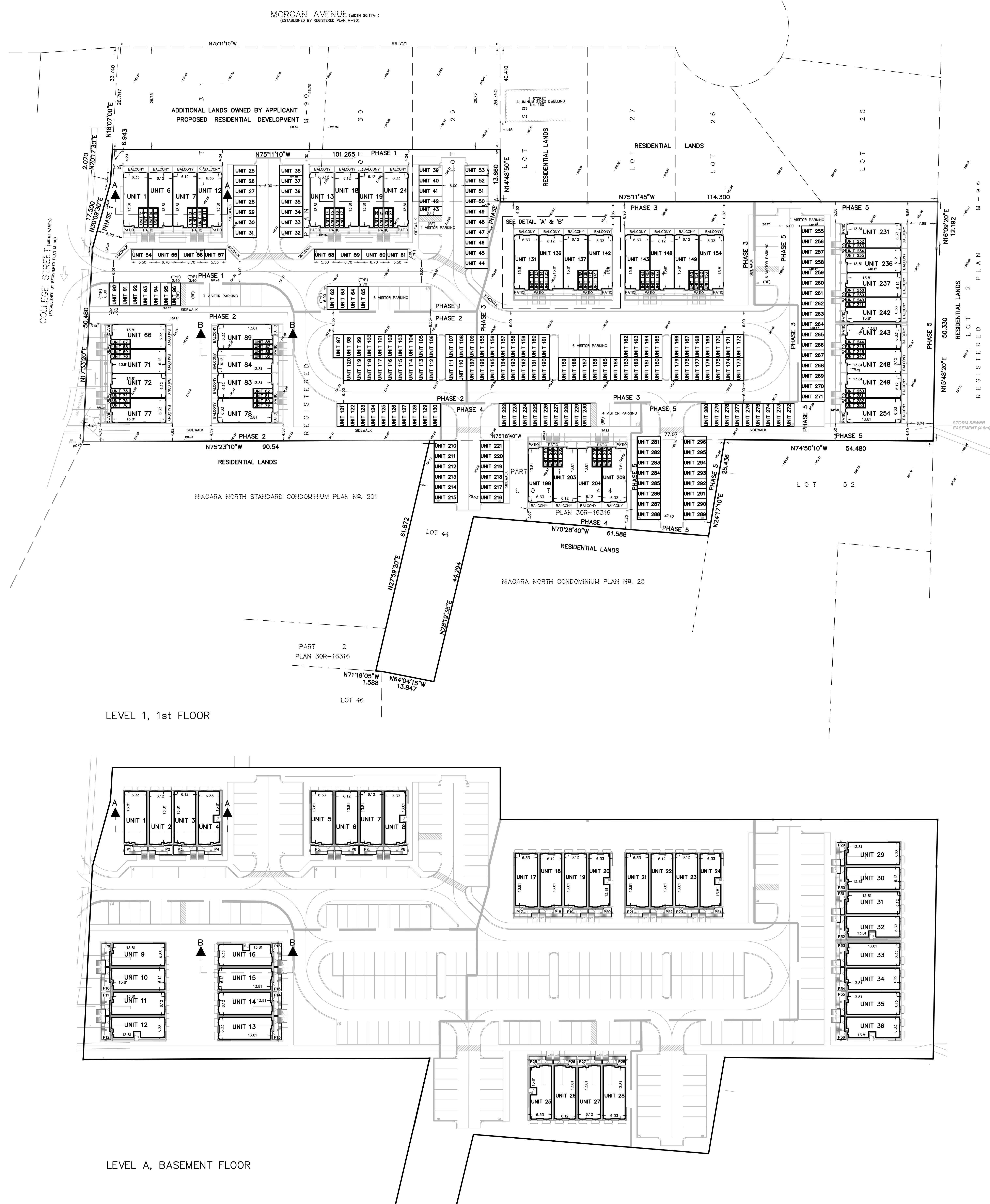
SCHEDULE	
PHASE 1	
TOTAL NUMBER OF RESIDENTIAL UNITS	= 32
TOTAL RESIDENTIAL PARKING	= 41
TOTAL VISITOR PARKING	= 7
PHASE 2	
TOTAL NUMBER OF RESIDENTIAL UNITS	= 32
TOTAL RESIDENTIAL PARKING	= 41
TOTAL VISITOR PARKING	= 7
PHASE 3	
TOTAL NUMBER OF RESIDENTIAL UNITS	= 32
TOTAL RESIDENTIAL PARKING	= 43
TOTAL VISITOR PARKING	= 6
PHASE 4	
TOTAL NUMBER OF RESIDENTIAL UNITS	= 16
TOTAL RESIDENTIAL PARKING	= 21
TOTAL VISITOR PARKING	= 4
PHASE 5	
TOTAL NUMBER OF RESIDENTIAL UNITS	= 32
TOTAL RESIDENTIAL PARKING	= 42
TOTAL VISITOR PARKING	= 7
TOTAL	
TOTAL AREA OF SITE	= 16850.6m ²
TOTAL NUMBER OF RESIDENTIAL UNITS	= 144
TOTAL RESIDENTIAL PARKING	= 188
TOTAL VISITOR PARKING	= 31
MAXIMUM BUILDING HEIGHT	= 3 STOREY
CONSTRUCTION TO COMMENCE IN	= 2025

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:
THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AS SHOWN ON THIS PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

DATE: _____ ROBERT A. McLaren, O.L.S.

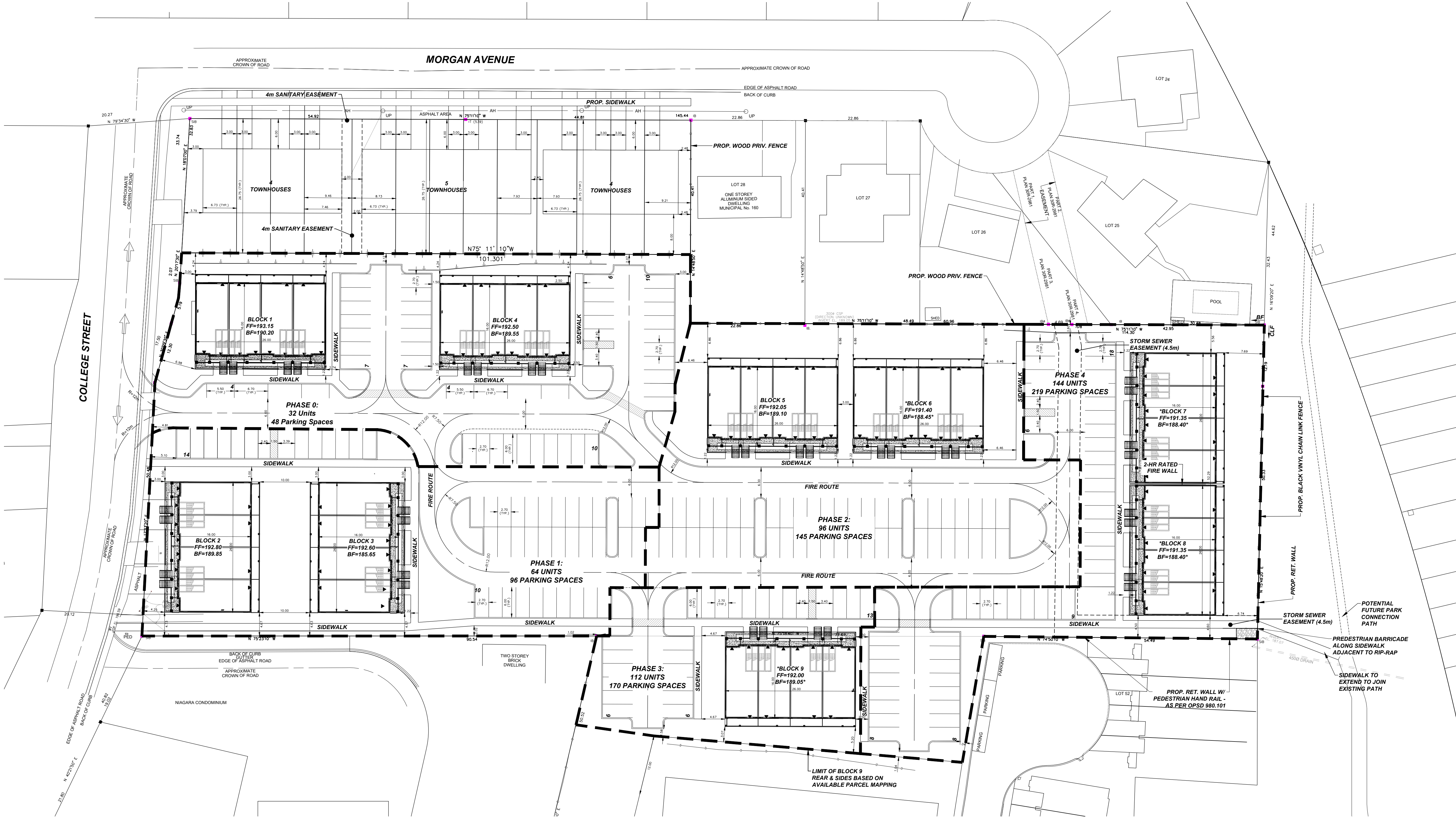
A.T. McLaren Limited
LEGAL AND ENGINEERING SURVEYS
69 JOHN STREET SOUTH, SUITE 230
HAMILTON, ONTARIO, L8N 2B9
PHONE: (905) 527-8859 FAX: (905) 527-0032
Draw: MM Checked: DG Scale: 1:400 Date: 3/28/2024



LEVEL 1, 1st FLOOR

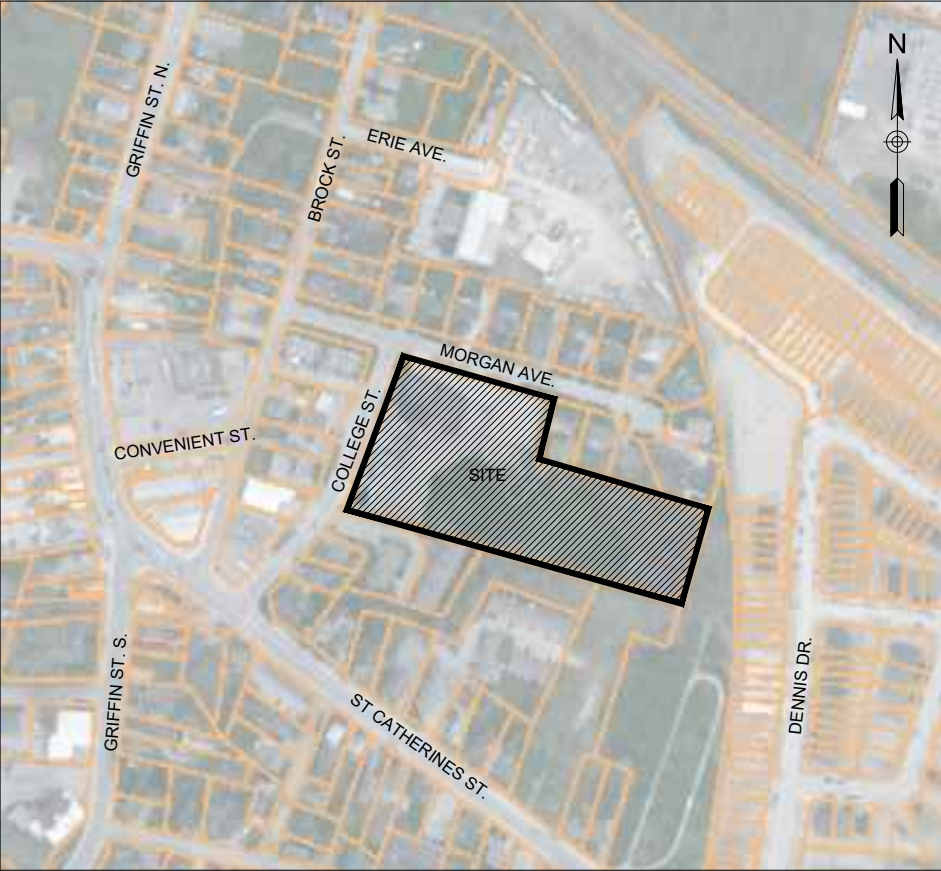
LEVEL A, BASEMENT FLOOR

SCHEDULE C - PD-31-2025



PHASE #	PARKING SPOTS	CUMULATIVE PARKING SPOTS	UNITS	CUMULATIVE UNITS	PARKING RATIO
0	48	48	32	32	1.50
1	48	96	32	64	1.50
2	49	145	32	96	1.51
3	25	170	16	112	1.52
4	49	219	32	144	1.52

9 x 16 UNITS = 144 UNITS
PARKING SPACES = 219
PARKING RATIO = 1.521



KEY PLAN N.T.S.

BENCHMARK NOTE:
ELEVATION =
MONUMENT:

SITE BENCHMARK:
ELEVATION =

- GENERAL NOTES:
- TENDERER SHALL SATISFY THEMSELVES AS TO THE NATURE OF THE GROUND AND BID ACCORDINGLY.
 - ALL ROCK LINE INDICATIONS SHOWN ON THE PLAN MUST BE VERIFIED BY THE CONTRACTOR.
 - CONTRACTOR SHALL VERIFY LOCATIONS AND INVERTS OF ALL EXISTING SANITARY AND STORM SEWERS AND WATERMANS. PRIVATE DRAINS AND WATER SERVICES, GAS MAINS, CABLE TV, HYDRO AND TELEPHONE DUCTS ETC AT START OF CONSTRUCTION.

NO.	DATE:	DESCRIPTION:
13	2025-06-11	REVISED PER CITY COMMENTS
12	2024-09-05	REVISED PER CLIENT FEEDBACK
11	2024-08-12	REVISED PER CLIENT FEEDBACK
10	2024-07-30	ISSUED FOR DRAFT PLAN PREPARATION
9	2024-07-03	PHASING DESCRIPTION ADDED
8	2024-04-30	REVISED PER CLIENT FEEDBACK
7	2024-04-17	REVISED PER CLIENT FEEDBACK
6	2024-01-30	REVISED PER CLIENT FEEDBACK
5	2024-01-24	REVISED PER PRE-CONSULTATION FEEDBACK

NO.	DATE:	DESCRIPTION:
REVISIONS		
SEAL		

LANDSMITH ENGINEERING & CONSULTING LTD.
1059 UPPER JAMES STREET, SUITE 207
HAMILTON, ON L9C 5A6
ANDREW@LANDSMITHEC.COM
289-309-3632

CLIENT:

2853972 ONTARIO INC.

MUNICIPALITY:

TOWNSHIP OF WEST LINCOLN

PROJECT NAME:

COLLEGE STREET SCHOOL

TITLE:

SITE CONCEPT PLAN

SCALE: 1:400
CHECKED BY: AS
DWG No: 22046PHE

DATE: 2022-09-27
DESIGNED BY: AS
SHEET No: 1

SCHEDULE D - PD 31-2025



DISTRICT SCHOOL BOARD OF NIAGARA

191 CARLTON ST. ■ ST. CATHARINES, ON ■ L2R 7P4 ■ 905-641-1550 ■ DSBN.ORG

May 5, 2025

Susan Smyth
Senior Planner
Township of West Lincoln
318 Canborough Street
Smithville, ON L0R 2A0

Dear Ms. Smyth:

Re: **Preliminary Submission - 132 College Street**
Official Plan & Zoning By-law Amendment (1601-004-25)
Draft Plan of Subdivision (2000-002-25)
Draft Plan of Condominium (2002-003-25CDM)
Site Plan Approval (2100-004-25)

Thank you for circulating the District School Board of Niagara (DSBN) the above noted applications for Official Plan, Zoning By-law Amendment, Draft Plan of Subdivision, Draft Plan of Condominium and Site Plan Approval for the lands located at 132 College Street. The lands are located southwest of the intersection of College Street and Morgan Avenue, within Smithville's Urban Boundary. We understand that the proposed development consists of 3 blocks totaling 13 Street townhouses and 9 blocks totaling 144 stacked townhouses. A total of 157 residential units are proposed within this submission. The proposed Official Plan and Zoning By-law amendment applications will establish and redesignate the lands accordingly to facilitate the development.

DSBN Planning staff has completed its review and has no objections to the application. Students from this area attend Smithville PS (JK – Gr.8) and West Niagara Secondary School (Gr. 9-12).

If you have any questions, please feel free to contact Michelle McPhee, Planning Services at 905-641-2929 Ext 54228.

Sincerely,

A handwritten signature in blue ink that reads 'Stacy Veld'.

Stacy Veld
Associate Director of Education, Corporate Services

Memo

To: Susan Smyth, Manager, Community Planning & Design
From: Jennifer Bernard, Manager, Civil Land Development
Date: May 13, 2025
Re: 132 College St – 2853972 Ontario Inc.
Preliminary Submission Package for ZBA, DPS, DPC and SPA

I have completed a review of the Preliminary Submission Package for 132 College St and provide the following comments for inclusion in the Engineering submission for the development:

Preliminary Functional Servicing Report dated November 4, 2024

Water Servicing

The FSR indicates the existing water network can meet the domestic use and fire flows for the proposed development and notes that testing should be completed to confirm this assumption. Staff request this be completed with the 1st Engineering submission.

Sanitary Servicing

There is concern for the future operation and maintenance of grinder pumps within a private development. Staff would suggest that constructing a gravity sewer on College St to St. Catharines St would be the preferred servicing solution for the site.

A peer review will be completed to update the Township's wastewater model and confirm sanitary capacity. Capacity and allocation within the Township's wastewater network cannot be guaranteed until final registration of the development.

Stormwater Servicing

Staff would like confirmation of the extent of the storm sewer proposed to be owned by the Township. Staff assume this will include the storm sewer from STM MH 2 to the storm outlet shown on the Servicing Plan. Easements are to be provided.

The Niagara Region will peer review the stormwater management report/design, to be part of the Engineering submission, on behalf of the Township.

The Township will need to determine if improvements are needed in the cemetery lands where the storm outlet is proposed. Although flows will remain at pre-development levels, there may need to be cleaning and maintenance of the existing culvert and

drainage channel through the cemetery. Staff will work with Phelps Homes to ensure this is addressed as necessary.

Landscaping Plan (Rev. #2 dated February 21, 2025)

It appears from this plan that the trees on Morgan Ave and College St are on private property and would therefore be private trees, the Township would like this confirmed. There is no concern if they are to remain private trees considering the limited boulevard space.

Items from the Pre-consultation meeting January 18, 2024 that are to be addressed in the Engineering Submission:

Black chain link fencing is to be provided along the cemetery lands and wood privacy fencing where the Blocks are abutting the existing residential lots on Morgan Ave and the proposed condo site to the south.

The Township no longer provides water metering in individual units of a private development. A meter pit at property line with a large meter will be required for this development. This is to be shown on the Servicing Plan, a standard drawing can be provided if required.



May 16, 2025

Project Name: 132 College Street, West Lincoln
DOCA Project Number: 2025-0410
Proponent: 2853972 Ontario Inc.
Project Location: 132 College Street, West Lincoln

Dear Susan Smyth,

This letter is to confirm receipt of the project-related correspondence sent by the Town of West Lincoln, on April 14, 2025, regarding 132 College Street, West Lincoln.

The Mississaugas of the Credit First Nation (MCFN) are the Treaty Holders of the land on which the project will take place – specifically, the Between the Lakes Treaty No. 3 of 1792. The MCFN holds Indigenous and Treaty Rights specific to the project location and its environs, which may be adversely impacted by it. The Department of Consultation and Accommodation (DOCA) is designated by the MCFN to handle consultation matters on its behalf.

The DOCA consultation team has reviewed the project-related correspondence identified above, in addition to any associated documentation. The following DOCA Units have completed a review and their questions and comments have been included below.

Archaeology Unit

Primary Reviewer: **Adam LaForme, MCFN DOCA- Manager of Archaeology**

Questions and Comments- *It is MCFN-DOCA's expectation to be fully engaged during the archaeological assessment process. Although, MCFN DOCA was not invited to participate in the archaeological studies, MCFN DOCA has no comments or concerns at this time regarding the submitted Stage 1 & 2 Reports.*

Heritage and Culture Unit

Primary Reviewer: **Darin Wybenga, MCFN DOCA- Acting Manager of Culture**

Questions and Comments- *I have had the opportunity to review the Cultural heritage Impact Assessment for College Street School, Part of Lot 7 Concession 9, Township of Grimsby, Lincoln County, now Township of West Lincoln, Niagara Region, Ontario, Project # OCUL2202 by Wood Environment & Infrastructure Solutions Canada Ltd., and apart from a paragraph on pg. 9 have no comments or concerns.*

The second full paragraph on pg. 9 states that “the boundaries of the Between the Lakes Purchase [was] signed on December 7, 1792, by the British Crown and representatives of certain Mississauga Anishnaabe peoples.” The Between the Lakes Treaty was reached

Mississaugas of the Credit First Nation
2789 Mississauga Road, Hagersville, Ontario N0A 1H0



Phone: (905) 768-1133
Fax: (905) 768-1225



between the British Crown and the ancestors of the Mississaugas of the Credit First Nation. The Mississaugas of the Credit First Nation are the only Treaty holders recognized by the Government of Canada for the lands on which the Township of West Lincoln is now situated. If as the report states, that the treaty was signed by “certain Mississauga Anishinaabe peoples”, those certain peoples should be cited in the interest of historical accuracy.

*While the inclusion of The Township of West Lincoln’s land acknowledgement might appear a useful addition to the report, it fails to acknowledge that the Mississauga of the Credit First Nation as the treaty holding Nation that made the legal settlement of West Lincoln possible. The land acknowledgement also refers West Lincoln as the traditional territory of the Anishinaabeg, it should be noted that the term “Anishinaabeg” refers to a broad group of culturally related people including the Mississaugas, the Ojibwa, the Odawa, the Pottawatomie, Oji-Cree, etc.- some of whom that have no historical/geographic connection with the lands of this Cultural Heritage Impact Assessment. It is recommended that reports refrain from the term Anishinaabe when the name of a more specific nation or nations is readily known. While it is recognized that **Wood** did not author the West Lincoln Land Acknowledgment, it is recommended that such acknowledgements only be included when they are germane to the report.*

Until the questions, concerns, and/or interests identified in this letter have been satisfactorily addressed, the project must not receive approval or proceed with any ground-altering activities. We request a response to our feedback within two to three weeks’ time.

DOCA expects to be notified of any and all future project updates and/or changes.

If you have any questions for the DOCA consultation team, please feel free to contact us.

Thank you,



Abby (LaForme) Lee
Consultation Coordinator
Department of Consultation and Accommodation
Phone: 905-768-4260
Email: abby.laforme@mncfn.ca

CC:

Megan DeVries, Manager of Consultations, megan.devries@mncfn.ca
Adam LaForme, Manager of Archaeology, Adam.LaForme@mncfn.ca
Darin Wybenga, Acting Manager of Culture, Darin.Wybenga@mncfn.ca



Mississaugas of the Credit First Nation
2789 Mississauga Road, Hagersville, Ontario N0A 1H0



Phone: (905) 768-1133
Fax: (905) 768-1225



Susan Smyth

From: Taran Lennard <tlennard@npca.ca>
Sent: May 14, 2025 12:55 PM
To: Susan Smyth
Subject: RE: PRELIMINARY SUBMISSION PACKAGE: 132 College Street - Official Plan & Zoning By-law Amendment (1601-004-25); Draft Plan of Subdivision (2000-002-25); Draft Plan of Condominium (2002-003-25CDM); Site Plan Approval (2100-004-25)

Hi Susan,

I can confirm that there are no NPCA features present; as such we've no objections to the approval of this development.

Thank you for reaching out.



Taran Lennard
Watershed Planner II

Niagara Peninsula Conservation Authority (NPCA)
3350 Merrittville Highway | Unit 9 | Thorold, ON L2V 4Y6

905.788.3135 ext. 277

www.npca.ca

tlennard@npca.ca

For more information on Permits & Planning, please go to the Permits & Planning webpage at <https://npca.ca/administration/permits>.

For mapping on features regulated by the NPCA please go to our GIS webpage at <https://gis-npca-camaps.opendata.arcgis.com/> and utilize our Watershed Explorer App or GIS viewer.

To send NPCA staff information regarding a potential violation of Ontario Regulation 41/24 please go to the NPCA Enforcement and Compliance webpage at <https://npca.ca/administration/enforcement-compliance>



Municipal Planning,
Engineering

tel 416 495 5180
municipalplanning@enbridge.com

Enbridge Gas Inc.
500 Consumers Road
North York, ON
M2J 1P8

June 18, 2025

Susan Smyth
Manager, Community Planning & Design
Township of West Lincoln
Planning Department
318 Canborough Street
P.O. Box 400
Smithville, ON L0R 2A0

RE: Draft Plan of Subdivision, Draft Plan of Condominium, Site Plan Approval, Official Plan &
Zoning By-law Amendment
132 College Street
Township of West Lincoln
File No.: 2000-002-25, 2002-003-25CDM, 2100-004-25, 1601-004-25

Dear Susan,

Enbridge Gas does not object to the proposed application(s) however, we reserve the right to amend or remove development conditions. This response does not signify an approval for the site/development.

The Owner agrees to provide Enbridge Gas Inc. (Enbridge Gas) the necessary easements at no cost and/or agreements required by Enbridge Gas for the provision of local gas services for this project, in a form satisfactory to Enbridge Gas.

Sincerely,

Casey O'Neil
Advisor Municipal Planning

Susan Smyth

From: Boudens, Adam <Adam.Boudens@niagararegion.ca>
Sent: June 25, 2025 1:38 PM
To: Susan Smyth
Cc: Lampman, Cara; Young, Katie
Subject: RE: REVISED SUBMISSION PACKAGE: 132 College Street - Official Plan & Zoning By-law Amendment (1601-004-25); Draft Plan of Subdivision (2000-002-25); Draft Plan of Condominium (2002-003-25CDM); Site Plan Approval (2100-004-25)

Hi Susan,

We recently completed our review of the EIS Memo and were satisfied that treed community and watercourse did not achieve NOP criteria to be designated Natural Environment System features. As such, we didn't have an objection to the applications and have no further environmental requirements. The following are our environmental comments. You should receive a fulsome Regional response shortly from our Development Planner.

Natural Heritage

The subject property is impacted by the Region's Natural Environment System (NES), consisting of Other Woodland. Other Woodlands are recognized as Natural Heritage Features and Areas under the Niagara Official Plan (NOP). In accordance with NOP Policy 3.1.9.8.1, an Environmental Impact Study (EIS) is required when development or site alteration is proposed on lands adjacent to such features.

Staff previously reviewed a Technical Memorandum prepared by GEI Consultants Canada (dated January 24, 2025) and requested an updated Report to:

- Classify the treed community in accordance with Ecological Land Classification (ELC) for Southern Ontario;
- Complete a Significant Wildlife Habitat (SWH) screening assessment; and
- Evaluate a potential watercourse within the treed area.

Staff have reviewed the Woodland Assessment Update prepared by GEI Consultants Canada (dated June 12, 2025). The updated assessment:

- Assesses the treed community in accordance with ELC protocols,
- Confirms the absence of SWH, and
- Concludes that the drainage feature does not meet the criteria for a permanent or intermittent stream.

Further, the report determines that the treed community does not satisfy the NOP's criteria for classification as Other Woodland. Staff note that the treed area is approximately 0.002 hectares below the 0.3 hectare threshold typically used to identify Other Woodlands. While such a marginal discrepancy would normally warrant further analysis, staff acknowledge that development approvals have already been granted for adjacent lands to the south, which also encompass portions of the same treed community. Given this context, staff accept GEI's conclusions regarding the feature's classification.

In summary, Staff confirm that NES features are not present on the subject lands. Accordingly, staff have no objection to the proposed development applications and have no further requirements.

Let me know if you have any questions!

Thanks,
Adam



Adam Boudens, MSc
Senior Environmental Planner /
Ecologist
Public Works Department
Niagara Region
P: (905) 980-6000 ext. 3770
W: www.niagararegion.ca
E: adam.boudens@niagararegion.ca



My workday may look different from your workday. Please do not feel obligated to respond outside of your normal working hours.

Public Works - Infrastructure Planning and Development Division

1815 Sir Isaac Brock Way, Thorold, ON L2V 4T7

905-980-6000 Toll-free: 1-800-263-7215

Via Email Only

June 26, 2025

Region File Numbers: PLOPA202501428, PLZBA202500907, PLSD202500906,
PLCD202500908, PLSP202500909

Susan Smyth
Manager, Community Planning and Design
Township of West Lincoln
318 Canborough St., P.O. Box 400
Smithville, ON L0R 2A0

Dear Ms. Smyth:

**Re: Regional and Provincial Comments
Official Plan Amendment, Zoning By-law Amendment, Draft Plan of
Subdivision, Draft Plan of Condominium, Site Plan
Township File Numbers: 1601-004-25, 2000-002-25, 2000-003-25 CDM, 2100-
004-25
Applicant: NPG Solutions Inc. (c/o Max Fedchyshak)
Location: 132 College Street, West Lincoln**

Regional Infrastructure Planning and Development staff has reviewed the concurrent Official Plan Amendment (OPA), Zoning By-law Amendment (ZBA), Draft Plan of Subdivision (DPS), Draft Plan of Condominium (DPC), and Site Plan applications for the lands municipally known as 132 College Street in the Township of West Lincoln. The applications are required to facilitate the development of three blocks of on-street townhouses with a total of 13 units fronting on Morgan Avenue and 9 stacked townhouse blocks consisting of 144 units.

The OPA application is required to permit an increased density within the Medium Density designation in the Township of West Lincoln Official Plan. The ZBA application is required to rezone the subject lands from RM2 (Morgan), RM3-195, RM-3, and Environmental Conservation (EC) to a site-specific RM3-## zone in the Township of West Lincoln Zoning By-law.

The 13 street townhouse units are proposed to front Morgan Avenue and are to be severed from the subject lands by the proposed Plan of Subdivision. These units will function independently from the retained portion of the subject lands. The DPS contains one block, which will be divided by removal of part lot control in the future. The retained

June 26, 2025

portion of the subject lands form the DPC application. The phased condominium is planned to be registered in five phases. The Site Plan application is applicable to the DPC lands.

A virtual pre-consultation meeting was held on January 18, 2024, with the Applicant and Town and Regional staff.

Planning Act Changes

Staff advise pursuant to the *Planning Act*, as of March 31, 2025, Niagara Region is an upper-tier municipality without planning responsibilities. The council of an upper-tier municipality, on conditions agreed upon with the council of a local municipality, may provide advice and assistance to lower-tier municipalities in respect of planning matters generally. Township Council approved entering into a service level agreement with Niagara Region ('Planning Services Agreement') to continue providing support and advice to the Township of West Lincoln for environmental planning.

Please be advised that through this change to the *Planning Act*, the *Niagara Official Plan, 2022* (NOP) is effectively an official plan of the Township of West Lincoln, which remains in effect until the Township revokes or amends it to provide otherwise. As such, Township staff should be satisfied that the applications conform to NOP policies.

On this basis, the following comments pertaining to environmental planning are provided as advice to assist the Township in their review of the applications. Under the Memorandum of Understanding for Engineering Review between the Township and the Region, the comments related to regional infrastructure and waste collection are considered Regional requirements with respect to the Region's interests.

Natural Environment System

The subject property is impacted by the NOP Natural Environment System (NES), consisting of Other Woodland. Other Woodlands are recognized as Natural Heritage Features and Areas under the NOP. In accordance with NOP Policy 3.1.9.8.1, an Environmental Impact Study (EIS) is required when development or site alteration is proposed on lands adjacent to such features.

Staff previously reviewed a Technical Memorandum, prepared by GEI Consultants Canada (dated January 24, 2025) and requested an updated report to:

- Classify the treed community in accordance with Ecological Land Classification (ELC) for Southern Ontario;
- Complete a Significant Wildlife Habitat (SWH) screening assessment; and
- Evaluate a potential watercourse within the treed area.

Staff has reviewed the Woodland Assessment Update, prepared by GEI Consultants Canada (dated June 12, 2025). The updated assessment:

June 26, 2025

- Assesses the treed community in accordance with ELC protocols,
- Confirms the absence of SWH, and
- Concludes that the drainage feature does not meet the criteria for a permanent or intermittent stream.

Further, the report determines that the treed community does not satisfy the NOP's criteria for classification as Other Woodland. Staff note that the treed area is approximately 0.002 hectares below the 0.3 hectare threshold typically used to identify Other Woodlands. While such a marginal discrepancy would normally warrant further analysis, staff acknowledge that development approvals have already been granted for adjacent lands to the south, which also encompass portions of the same treed community. Given this context, staff accept GEI's conclusions regarding the feature's classification.

In summary, staff confirm that NES features are not present on the subject lands. Accordingly, staff offer no objection to the proposed development applications and identify no further requirements to Township staff.

Stormwater Management

On behalf of the Township of West Lincoln, Regional staff reviewed the 'Preliminary Functional Servicing Report', and the 'Engineering Response Letter', prepared by LandSmith Engineering and Consulting Ltd. (both dated June 2025). There are no objections to the stormwater management (SWM) plan. The storm tank is designed to recharge groundwater through the stone layer beneath the outlet. This plan will aid in on-site water retention. Staff suggest the following:

- a. The future detailed engineering plans depict the two-stepped orifices to ensure the configuration aligns with the SWM plan.
- b. The Erosion & Sediment Control plan depict the inspection and maintenance requirements.

Regional staff note that stormwater from the subject development will outlet to a storm system under the jurisdiction of Township of West Lincoln. Niagara Region has no management interests on the subject development and, therefore, offer no conditions to the draft plan approval. As such, staff's review does not cover the 'Storm Sewer Design Calculation'. The comments are subject to the discretion of Township staff.

Regional Sewage Pumping Station

The Smithville Sewage Pumping Station (SPS) sewershed experiences significant Inflow/Infiltration (I/I) and has limited capacity. The current Smithville SPS has an operational capacity of 104 L/s and the current 2021 Master Servicing Plan (MSP) has indicated that an upgrade to the station will be required to accommodate all anticipated growth in the SPS sewershed. The Region will be undertaking a study to determine the upgraded phasing plan for the Smithville SPS and the capacity of the downstream receiving system in 2025/2026. An I/I reduction program should be on-going to restore

June 26, 2025

design capacity and potentially gain additional capacity in the system during rainfall events to allow for development.

The proposed development is intended to be phased in, the servicing report should breakdown the anticipated flows for each Phase and provided the following calculations for anticipated flows throughout the life cycle of the system. The Region recommends that the condominium agreement include post flow monitoring to ensure the development is meeting the anticipated flows noted in the final servicing report.

- Estimated dry weather flow from the proposed development calculated on the current design standards for number of people per unit and estimated flow per person.
- Estimated wet weather flow (at the beginning of the sanitary sewers lifecycle) from the proposed development based on the OPSS 410, which requires testing of public side sewers with allowable leakage of 0.01 L/s/ha (22 L/c/d or 0.075 L/mm/100m of sewer per hour). If post monitoring is completed, this will be the acceptable level of wet weather flow portion for the new sanitary sewer system;
- Estimated wet weather flow (at the end of the sanitary sewers lifecycle) long term wet weather flow from the proposed development with a maximum infiltration allowance of 0.286 L/ha/s;
- If the development is to be phased the calculations should be completed for each phase and the timing of the phases should be detailed in the brief.

Waste Collection

Niagara Region provides curbside waste collection for developments that meet the requirements of Niagara Region's Waste Collection Policy. The subject property is eligible to receive Regional curbside waste collection provided that the owner bring the waste to the curbside on the designated pick up day and that the following limits are not exceeded (based on current waste collection contract):

- No Limit green containers (collected weekly); and,
- 2 Garbage Containers per unit (collected bi-weekly)
- Curbside Collection Only

Staff note that the townhouses fronting onto Morgan Avenue, which are included in the DPS, are eligible for curbside waste collection. However, due to the design and layout of the stacked townhouses within the DPC application, the development does not meet the Region's waste collection requirements. As a result, waste collection for the DPC application will be the responsibility of the property owner and must be arranged through a private contractor, rather than being serviced by Niagara Region.

Circular Materials Ontario is responsible for the delivery of residential blue and grey box recycling collection services, and related information can be found at the following link:

<https://www.circularmaterials.ca/resident-communities/niagara-region/>

June 26, 2025

Conclusion

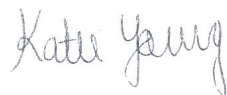
Regional Infrastructure Planning and Development staff offer no objection to the applications, provided the conditions in the attached Appendix are fulfilled. Staff advise that there are no Regional conditions associated to the Draft Plan of Subdivision application.

Please be advised that through changes to the *Planning Act*, the NOP is effectively an official plan of the Township of West Lincoln, which remains in effect until the Township revokes or amends it to provide otherwise. As such, Township staff should be satisfied that the application conforms to NOP policies.

If you have any questions related to the above comments, please contact the undersigned at Katie.Young@niagararegion.ca.

Please send copies of the staff report and notice of the Township's decision on these applications when available.

Kind regards,



Katie Young, MCIP, RPP
Senior Development Planner

cc: Adam Boudens, M.Sc., Senior Environmental Planner / Ecologist
Maggie Ding, P.Eng., Stormwater Management Engineer
Philippe Biba, Development Approvals Technician

Appendix

Regional Conditions of Draft Plan of Condominium and/or Site Plan Approval

132 College Street, West Lincoln

Servicing

1. That the owner provides a written acknowledgement to Niagara Region stating that draft approval of this condominium does not include a commitment of servicing allocation by Niagara Region as servicing allocation will not be assigned until the plan is registered and that any pre-servicing will be at the sole risk and responsibility of the owner.
2. That the owner provides a written undertaking to Niagara Region stating that all Offers and Agreements of Purchase and Sale or Lease, which may be negotiated prior to registration of this condominium shall contain a clause indicating that servicing allocation for the subdivision will not be assigned until the plan is registered, and a similar clause be inserted in the condominium agreement between the owner and the Township.
3. That prior to final approval for registration of this plan of condominium, the owner shall submit the design drawings [with calculations] for any new municipal sanitary and storm sewers, and stormwater management facilities required to service this development. The capacity in the Regional system is to be confirmed and copies of the approved CLI ECA forms and final drawings must be forwarded to Niagara Region.
4. That prior to approval of the final plan, the owner shall submit detailed sanitary sewer design information (flows, timing, revised flows for any changes to development plans) for the condominium, and prior to final approval, the anticipated design flows will be submitted along with flow monitoring information to evaluate if capacity is available at the Smithville Sewage Pumping Station. The report is to be sealed by a qualified professional engineer.

Waste Collection

1. That the following clause be included in the draft plan and site plan agreement and inserted into all offers and agreements of Purchase and Sale or Lease for all the dwelling units:

“Owners/Purchasers/Tenants of townhouse Units are advised that waste collection will be through a private contractor and not the Region of Niagara”

Clearance of Conditions

Prior to granting final approval, the Township of West Lincoln must be in receipt of written confirmation that the requirements of each condition have been met satisfactorily and that all fees have been paid to the satisfaction of Niagara Region.

Condominium Agreement

Prior to final approval for registration, a copy of the executed Condominium Agreement for the proposed development should be submitted to Niagara Region for verification that the appropriate clauses have been included. Niagara Region recommends that a copy of the draft agreement be provided in order to allow for the incorporation of any necessary revisions prior to execution.

Note: Clearance requests shall be submitted to the Region in accordance with the Memorandum of Understanding, which stipulates that requests for formal clearance of conditions are to be received and circulated to the Region by the local municipality. The local municipality is also responsible for circulating a copy of the draft agreement, and the Region is unable to provide a final clearance letter until the draft agreement is received. The Region is committed to reviewing submissions related to individual conditions prior to receiving the formal request for clearance. In this regard, studies and reports can be sent directly to the Region with a copy provided to the local municipality.

Susan Smyth

From: LANDUSEPLANNING <LandUsePlanning@HydroOne.com>
Sent: July 21, 2025 4:11 PM
To: Susan Smyth
Subject: West Lincoln - 132 College Street - 2000-002-25

Hello,

We are in receipt of your Application for Subdivision, 2000-002-25 dated 2025-07-02. We have reviewed the documents concerning the noted Plan and have no comments or concerns at this time. Our preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.

For proposals affecting 'Low Voltage Distribution Facilities' the Owner/Applicant should consult their local area Distribution Supplier. Where Hydro One is the local supplier the Owner/Applicant must contact the Hydro subdivision group at subdivision@Hydroone.com or 1-866-272-3330.

To confirm if Hydro One is your local distributor please follow the following link: [Stormcentre \(hydroone.com\)](https://stormcentre.hydroone.com)

Please select "Search" and locate the address in question by entering the address or by zooming in and out of the map.

Susan Smyth

From: Tim Hofsink
Sent: August 6, 2025 9:26 AM
To: Susan Smyth; Cynthia Summers
Cc: Gerrit Boerema
Subject: RE: REVISED SUBMISSION PACKAGE: 132 College Street - Official Plan & Zoning By-law Amendment (1601-004-25); Draft Plan of Subdivision (2000-002-25); Draft Plan of Condominium (2002-003-25CDM); Site Plan Approval (2100-004-25)

Good morning Susan,

I have reviewed the documents that you have provided. I understand from the report that the required fire flows for domestic and fire supply will be adequate. As long as this is not compromised, Fire has no objections.

In regards to the pedestrian connection, if I remember, we had a brief conversation about this. I think in general we do prefer that there is a secondary method of accessing these developments in case the entryway were to be compromised in an emergency, I doubt that a 1.5m walkway would likely serve this purpose?

I'm happy to discuss further if it would be helpful.

Thanks,

Tim

SCHEDULE E- PD-30-2025

Susan Smyth

From: William Reilly
Sent: July 20, 2025 7:31 AM
To: tara clarke
Cc: Gerrit Boerema; Susan Smyth; Truper McBride
Subject: Re: August 11 town hall concern Regarding TrafficFlow Near Morgan Ave & College St

Hi Tara,

I hope you're having a great summer!

You and I share similar concerns with the flow and safety of traffic in our community.

I've included staff on this reply so your concerns and question can be included at the public meeting.

This will be addressed more thoroughly during staffs comprehensive report to council expected sometime in the fall. The meeting in August is just the public meeting where these types of concerns need to be raised so staff can ensure it's investigated.

Have a great weekend, and thank you for reaching out.

William

Sent from my iPhone

On Jul 15, 2025, at 6:31 PM, tara clarke [REDACTED] wrote:

Hi Mr. Reilly,

I hope this email finds you well.

I'm a resident of Ward 3 and saw that a town hall is scheduled for August 11, 2025, regarding the Phelps developments. I'm genuinely excited about the prospect of new homes being added to our community — it's a wonderful place to live, and I'm glad more people will have the opportunity to enjoy it as much as I do.

That said, I wanted to raise one concern. I live near the intersection of Morgan Avenue and College Street. Currently, it's already quite difficult to turn from College Street onto St. Catharines Street due to traffic. I worry that additional housing may make this situation more challenging.

I'm hopeful that traffic impact and flow will be considered as part of the planning process. Is there an opportunity to ensure that traffic improvements or traffic calming measures will be included in future plans?

Thank you for your time and commitment to our community.

Regards,
Tara Clarke

Sent from my iPhone

Our working hours may be different. Please do not feel obligated to reply outside of your working hours. Let's work together to help foster healthy work-life boundaries.



William Reilly
Councillor Ward # 3
Tel: 365-366-3447
Email: wreilly@westlincoln.ca
Web: www.westlincoln.ca



The information transmitted, including attachments, is intended only for the person(s) or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and destroy any copies of this information.

Susan Smyth

From: Justin Paylove
Sent: July 29, 2025 9:18 AM
To: Susan Smyth; Gerrit Boerema
Subject: FW: 132 College Street Development

Hello,

[See comments below.](#)

Justin

From: DPackham [REDACTED]
Sent: July 28, 2025 8:37 PM
To: Justin Paylove <jpaylove@westlincoln.ca>
Subject: 132 College Street Development

File # Official Plan Amendment (**1701-002-25**) & Zoning By-law Amendment (**1601-004-25**); Draft Plan of Subdivision (**2000-002-25**); Draft Plan of Condominium (2002-003-25CDM); Site Plan Approval (**2100-004-25**)

I am writing to express my opposition to the proposed development at 132 College St. I have lived on Brock Street since 1996 and the adjacent streets of Morgan, Erie and College have a combined density of 63 homes including a handful businesses. The majority of the residents of this neighbourhood are over 50 years of age and have enjoyed a relatively quiet community.

The proposed development is just too large and is not in keeping with the character of our neighbourhood. I am very concerned about the increase in traffic congestion, and the noise that would accompany adding 150+ families to this small residential area. It would completely alter the aesthetic of our area.

The existing roads out of Brock, Morgan and College Street onto St. Catharines Street already have an extended wait time at peak times during the day. To more than triple the housing in this older residential neighbourhood would add lines ups and congestion, especially in the morning as people in the new development attempt to leave.

I am also concerned about the proposed amendments that the developer has applied for regarding parking for the condos. There needs to be more, not less parking for any development that is built as no one in the area wants cars parked up and down our streets. It appears that for 144 units, they are proposing 219 parking spots. Most families have at least 2 cars, so they have already shorted the units by about 70 spots and they are now asking the Township to allow them to reduce the proposed amount.

I have significant concerns regarding both this development and its potential impact on the well being and amenity of the surrounding area, including my home and those of other residents. Brock St and Erie St are currently dead end streets and we have no desire to see this change.

I do understand the need for housing, but to add this amount of housing in such a small footprint in an existing neighbourhood where the majority of homes are bungalows does not make sense. Why can't housing similar to the homes on Grant Street, Carter Drive or Richard Crescent be considered. When I read the amendments requested by the developer, they are asking for more housing on less land, so there is more concern on their part for making maximum profit over building a community that integrates with existing homes.

It is unfair to the existing residents, many who have been here in excess of 25 years to be subjected to this density of development.

Thank you for the opportunity to express my concern and objections to the applications and amendments in my neighbourhood. I would appreciate acknowledgement of this submission.

Dennis & Diane Packham



Sent from my iPad

DATE: August 11, 2025

REPORT NO: PD-30-2025

SUBJECT: **Recommendation Report – Removal of Holding Provision (H-11) for 4944 Concession 4 Road (Silverdale Sports Centre Ltd.)**

CONTACT: Susan Smyth, Manager, Community Planning and Design
Gerrit Boerema, Director, Growth and Sustainability

OVERVIEW:

- On March 21, 2022, a Public Meeting was held and the Township's Planning/Building/Environmental Committee received Technical Report [PD-26-2022](#) that provided information on the application to amend the Zoning By-law and approve a Site Plan for the gun club located at 4944 Concession 4 Road and abutting lands to the east owned by Joan E. Miller.
- The amendment was to rectify zoning compliance issues and the expansion of the gun ranges going beyond the limits of the approved use located at 4944 Concession 4 Road and encroaching directly to the east on lands with no municipal address under the same ownership.
- On June 27, 2022, Township Council passed By-law 2022-57 to permit the additional gun ranges on the lands owned by Joan E. Miller with rezoning the lands from Agricultural (A) to a site specific Agricultural A-7 zone and applied a Holding Provision (H-11) until such time that the subject property merged on title the abutting property and there is an approved site plan for the merged property.
- On August 29, 2024, the properties were merged together.
- Over the last two years, the NPCA and Region required revisions to the Agricultural Impact Assessment and the Environmental Impact Study to resolve issues on the environment and surrounding agricultural uses.
- The Site Plan Agreement has now been signed and the required security has been deposited until such time the site works including erosion control fencing and landscaping is completed.
- The owner has now submitted a request to remove the Holding provision and allow the additional ranges to be utilized.

RECOMMENDATION:

1. That, Recommendation Report PD-30-2025 titled "Recommendation Report –

- Removal of Holding Provision (H-11) for 4944 Concession 4 Road (Silverdale Sports Centre Ltd.)”, dated August 11, 2025, be received; and
2. That, Council authorize a bylaw for the removal of the Holding Provision (H-11) on the subject lands as identified on the attached By-law referenced as Schedule A.

ALIGNMENT TO STRATEGIC PLAN:

Theme #2

- Champion Strategic and Responsible Growth

BACKGROUND:

The Zoning By-law (By-law 2022-57) and Site Plan Approval (By-law 2022-58) to permit the gun ranges located at 4944 Concession 4 Road and abutting lands to the east were approved on June 27, 2022. The applications and supplementary technical studies were required to address zoning compliance issues and agency concerns with the gun ranges encroaching onto adjacent lands to the east that are constrained by key natural heritage features.

The Holding Provision (H-11) was applied to the site specific Agricultural A7 zone that permitting the gun range until such time the subject property being PIN 46079-0111(LT) was merged on title with PIN 46079-0110 (LT) and there was an approved site plan for both properties.

The site plan was approved by By-law 2022-58 for the gun ranges to operate on both properties. However, amendments to the site plan were required to address the Region and NPCA’s concerns for the encroachment easterly on lands constrained by key natural heritage features. Over the past several years, revisions to technical studies including the Agricultural Impact Assessment and Environmental Impact Study was completed. Both the Region and NPCA reviewed and approved these studies including a reduced buffer (pinch points) to the wetland (Saint Ann’s Slough Forest Provincially Significant Wetland) and significant woodland, although subject to the approval of a restoration plan and grading and erosion sediment control plan, which was received in September 2024.

CURRENT SITUATION:

The owner, Joan Miller (Silverdale Sports Centre Ltd.), has provided the request to remove the Holding Provision (H-11) that is applied to the Agricultural A-7 zone that permits the gun range now that the merger and site plan have been completed. The Removal of Holding is required for the operation of the additional ranges on the property as well as required by the Chief Firearms Office to certify the range.

Consequently, the removal of the hold is required to bring the zoning into compliance and all gun ranges are accessible and operational.

FINANCIAL IMPLICATIONS:

There are no financial implications associated with this request. The Owner has provided the necessary fee for the removal of holding and has posted the required security to cover the completion of the site works.

INTER-DEPARTMENTAL COMMENTS:

Considering all of the agency comments have been addressed by the amending site plan application over the course of the past six years, no further agency comments were required and the removal of the holding provision is a formality to allow all of the gun ranges to be full production since the consolidation of the properties/PINs in August 2024.

CONCLUSION:

The Owner has requested the removal of the Holding Provision (H-11) By-law 2022-57 from the Agricultural A-7 zone to permit full access and operations of all the gun ranges shown on the site plan. Refer to Schedule A.

This report has provided the information to advise Committee and Council that the holding symbol can be removed by the approval of Council. The amending by-law found in Attachment 2 amends Zoning By-law No. 2017-70, as amended by removing the “H-11” from the subject lands.

ATTACHMENTS:

Schedule A: Amending By-law for Removal of Holding Provision

Prepared & Submitted by:

Susan Smyth
Manager, Community Planning and Design

Approved by:

Gerrit Boerema
Director, Growth and Sustainability

Truper McBride
CAO

SCHEDULE A - PD-30-2025

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-XX

A BY-LAW TO AMEND ZONING BY-LAW NO. 2017-70, AS AMENDED, OF THE TOWNSHIP OF WEST LINCOLN

WHEREAS the Township of West Lincoln Council is empowered to enact this By-Law by virtue of the Provisions of Section 34 of the Planning Act, 1990, as amended;

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

- 1. THAT Schedule ‘A’ Map ‘D8’ to Zoning By-law No. 2017-70, as amended, is hereby amended by changing the zoning on PT LT 16 CON 4 Gainsborough as in RO481302 and PT LT 16 CON 4 Gainsborough as in RO722613, West Lincoln, municipally known as 4944 Concession 4 Road, shown on Schedule ‘A’, attached hereto and forming part of this By-law.
- 2. THAT Map ‘D8’ to Schedule ‘A’ to Zoning By-law No. 2017- 70, as amended, and lands zoned as Agricultural (A-7) with Holding Provision (H-11) is subject to this by-law.
- 3. THAT Part 13 of Zoning By-law 2017-70, as amended, is hereby amended by removing the holding provision (H-11) from Table 28.

Holding Provision #	Map #	Parent Zone	Permitted Uses Subject to Holding Provisions	Holding Provisions
H-11 By-law 2022-57	D8	A	Private club, limited to a gun club, provided that no residential use shall be permitted except for an existing dwelling, unless the gun club ceases and all related buildings and structure are removed.	Holding Provision shall not be removed until such time that the subject property being PIN: 46079-0111(LT) is merged on title with PIN:46079-0110 (LT) and there is an approved site plan on the resulting properties.

- 4. THAT, all other provisions of Zoning By-law 2017-70, as amended continues to apply;
- 5. THAT, this By-law shall become effective from and after the date of passing thereof.

READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS ____
DAY OF _____, 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE
MANAGER, LEGISLATIVE SERVICES/CLERK

EXPLANATION OF THE PURPOSE AND EFFECT OF BY-LAW NO. 2025-XX

Location:

This By-law involves a parcel of land located on the south side of Concession 4 Road west of Silverdale Road and east of Highway 20.

Subject lands are legally described as PT LT 16 CON 4 Gainsborough as in RO481302 and PT LT 16 CON 4 Gainsborough as in RO722613, West Lincoln.

Purpose & Effect:

The subject lands have a site specific Agricultural A-7 zone that permits the gun range and the Holding Provision (H-11) was applied until such time as the separate PINs 46079-0111(LT) and 46079-0110 (LT) were consolidated and there was an approved site plan. Both of which are completed and the removal of the holding provision from Table 28 of Zoning By-law 2017-70, as amended is required.






File: 1601-006-25

Silverdale Sports Centre Ltd. (Joan E. Miller)




Smithville Key Map

S1	S2	S3
S4	S5	S6
S7	S8	S9

-  Settlement Area Boundary
 Zone Boundary
 EC
 EP
 Waste Management Facility Assessment Area

1:20,000



0 500 m

Last Updated: July 2019

D8

DATE: August 11, 2025

REPORT NO: T-11-2025

SUBJECT: **2026 Budget Process and Schedule**

CONTACT: Katelyn Repovs, CPA, CA, Director, Corporate Services/CFO

OVERVIEW:

- This report outlines the proposed 2026 budget schedule, specifying key deadlines and deliverables.
- This report also discusses the impact of the newly enacted Strong Mayor Powers on the 2026 budget process.
- Presentation of the proposed 2026 Mayor's Operating and Capital Budget is scheduled for **Monday, November 17, 2025** at the Corporate Services Committee Meeting.

RECOMMENDATION:

1. That, Recommendation Report T-11-2025, titled "2026 Budget Process and Schedule", dated August 11, 2025, be received; and,
2. That Council approve the reduction of the time period as set out in subsection 7(3) of O. Reg 530/22, being the Council Amendment Period, from 30 calendar days to 15 business days; and,
3. That, Council adopt the proposed 2026 Budget Timeline as attached as Schedule "A".

ALIGNMENT TO STRATEGIC PLAN:

Theme #4

- **ADVANCE** – organizational capacity and effectiveness

BACKGROUND:

In accordance with Section 290 of the Municipal Act, a local municipality must prepare and adopt a balanced budget every year. The budget document is prepared annually through department submissions, meetings with the CAO and Senior Leadership Team, and final compilation by the Corporate Services department (Finance Division). In the absence of an

adopted budget, the Township's Tendering and Purchasing Policy (POL-T-01-2015) allows departments to continue spending on operating items up to 35% of the prior year's budgeted amount.

The budget results in the determination of the overall tax levy requirement necessary to provide required services to the residents and businesses of West Lincoln. This tax levy requirement is used to determine tax rates and ultimately the amount of property taxes collected from property owners. In addition, the annual budget is designed to reflect Council's priorities and be consistent with the 2022-2026 Corporate Strategic Plan. Approval of the annual budget is the beginning of a financial management and control process, where actual results are monitored and assessed against the approved budget.

Questica Software will be used to produce the budget, along with the accompanying "Openbook" platform, which provides a public facing, interactive tool that is available through the Township's website.

The 2025 general tax levy was \$10,255,120, which contributes to funding an operating budget of \$23.6 million. As the 2026 budget approaches, it is important to note that a 1% increase in the tax levy will yield an additional \$102,551 in tax revenue.

Strong Mayor Powers

For the 2026 budget, the Township's budget process is transitioning under the Province's Strong Mayor Powers legislation, in accordance with Section 284.16 of the Municipal Act, and Section 7 of O. Reg 530/22. This shift follows the announcement on April 9, 2025 where extension of strong mayor powers to the Township of West Lincoln was announced.

On May 1, 2025, Mayor Ganann issued a Strong Mayor Directive (SMD 2025-03) that directed the 2026 budget process to Township Administration, including the Director of Corporate Services/CFO, Manager of Finance/Deputy Treasurer and CAO roles, to prepare a 2026 Budget for consideration. Issuing a Mayoral Direction was necessary to formally delegate the budget preparation function to Administration. The Mayor is required to table a proposed budget for the Township on or before February 1 of each year.

CURRENT SITUATION:

For the 2026 budget cycle and going forward (where feasible), Administration is proposing to table the Mayor's proposed budget to Council in November, instead of the traditional timeline of January/ February. This will advance the process by approximately two months. Earlier adoption of the budget will allow for more comprehensive planning, earlier decision-making and procurement opportunities, and improved alignment with the Township's fiscal year. By adopting the budget sooner, Council and Administration will have more time to implement key initiatives and respond proactively to emerging community needs.

2026 Budget Schedule

The proposed 2026 budget schedule, outlining key dates and activities, is shown below. These dates ensure the budget is prepared and adopted on time, allowing for necessary

reviews, analysis, and report preparation to take place. Further, **Schedule A** presents a flowchart to illustrate the 2026 budget process under Strong Mayor Powers legislation.

It is important to note that this schedule is for the Levy-Supported Budget, which will determine the general tax levy and tax rates. At this time, Administration plans for the Water and Wastewater Budgets to be presented separately, a timeline for which will be shared through a future report. The Water and Wastewater Budgets are rate-funded and have no impact on the tax levy. This will allow for timely and accurate information to be received from the Region of Niagara. The Region of Niagara has scheduled their Water and Wastewater Budget to receive final Council approval on December 18, 2025, however this is subject to change. Due to its role as wholesaler, the Region of Niagara has substantial impact on the Township's Water and Wastewater Budgets, as the Region charges makes up the majority of the Township's costs.

Date(s)	Action/Activity
June 4, 2025	Senior Leadership Team Budget Kick-Off Meeting
June 27 - July 21, 2025	Budget Engagement Survey Open for Public Feedback
June - August 2025	Department Preparation of Budgets
September - November 2025	Department Budget Deliberations: Review and Refinement
November 17, 2025	Mayor Presents Proposed 2026 Budget
November 18, 2025	Start of Council Amendment Period: Council has 15 business Days to Propose Changes to Budget
December 8, 2025	Deadline for Council Amendment Period Submissions
December 9 - December 14, 2025	Administration Review of Budget Amendments and Determine Financial Implications
December 15, 2025	Council Meeting - Discuss/Vote on Proposed Budget Amendments
December 16 - December 25, 2025	Veto Period: Mayor has 10 Calendar Days to Veto Council-Made Amendments
December 26, 2025 - January 9, 2026	Post Mayor Veto Period: Council has 15 Calendar Days to Override any Mayor Vetos
January 9, 2026	Last Possible Date for Budget Adoption

Budget Engagement Survey

The 2026 budget engagement survey was launched from June 27-July 21, 2025, in order to allow the public to share their thoughts regarding the Township's budget. The results of this public engagement initiative will be shared in a future information report to Council, ahead of the 2026 budget.

Council Amendment Period

While Section 7 of O. Reg 530/22 sets out maximum timelines for the budget process, it also permits shortened timelines. Therefore, to achieve the milestones and goals set out in the proposed budget timeline and to provide the Operating budget earlier to Council, it is recommended that Council, via resolution, shorten the legislative Council Amendment

Period timeline, from 30 calendar days to 15 business days. With the proposed 2026 budget tabled on November 17, 2025, this would mean that the Council Amendment Period would start on November 18, 2025 and end on December 8, 2025. Council may wish to change this timeline, which would require a change to this report's recommendation and potentially affect the above proposed schedule of dates which may push the approval of the budget into the 2026 calendar year.

Prior to the Amendment Period, Administration will provide guidance to Council on the requested submission format of the proposed amendments, to ensure clarity, administrative efficiency, and effective decision-making are achieved.

At the December 15, 2025 Council meeting, the proposed Budget Amendments will be reviewed individually and Council may pass resolutions to include the amendment as part of the budget, with a simple majority vote.

Mayor's Veto Period

Under Section 7 of O. Reg 530/22, the maximum timeline for the Mayor Veto Period, where the Mayor may veto any Council amendments, is 10 calendar days. The authority to shorten this timeline rests solely with the Mayor. Should the Mayor wish to exercise this option, it would be formalized through a Strong Mayor Directive.

Post Mayor Veto Period

Under Section 7 of O. Reg 530/22, the maximum timeline for the Post Mayoral Veto Period, where Council may override the Mayor's vetos through a two-thirds majority vote, is 15 calendar days. Council may, if desired, shorten this timeline by resolution.

Budget Adoption Date

It is important to note that the exact date of budget adoption is uncertain, as it depends on multiple potential periods for Council amendment review, mayoral veto and possible Council override votes.

As shown in the schedule above and illustrated through **Schedule A**, after the Mayor proposes the budget on November 17, 2025, Council has 15 business days to propose amendments. Once Council meets on December 15, 2025 to vote on the amendments, the Mayor then has up to 10 calendar days to veto any council amendments, a period which the Mayor can also shorten. If the Mayor does not wish to exercise any vetos, the budget is deemed adopted as amended.

If the maximum timelines occurred as presented in the above schedule, the intended adoption date would be no later than January 9, 2026.

FINANCIAL IMPLICATIONS:

The annual budget is a guiding financial document for the Township. The overall municipal expenditures as approved in the budget are funded from various sources, including the tax base. As such, the budget information is required in order to determine the required

municipal tax levy for the year. Once the budget is approved, Administration regularly reviews actual expenditures to ensure that spending matches the budget as approved by Council. Council is provided with regular financial updates where actual results are compared to budget. The budget figures are also reflected in the Township's year-end audited financial statements. Administration must abide by the approved budget or request a Budget Amendment during the year to cover unanticipated expenditures.

INTER-DEPARTMENTAL COMMENTS:

This report (including the proposed schedule of meetings) was discussed with the Senior Leadership Team. Consultations with the Legal and Legislative Services department occurred in regards to the Strong Mayor Powers legislation changes and impact on the budget process.

CONCLUSION:

This report outlines key dates relating to the Township's 2026 Budget Process, including Administration's intention to advance the budget process by approximately two months earlier than traditional timelines. Earlier adoption of the budget, while remaining aligned with newly legislated responsibilities under the Strong Mayor Powers framework, will support more proactive decision-making and allow more time to implement key initiatives.

ATTACHMENTS:

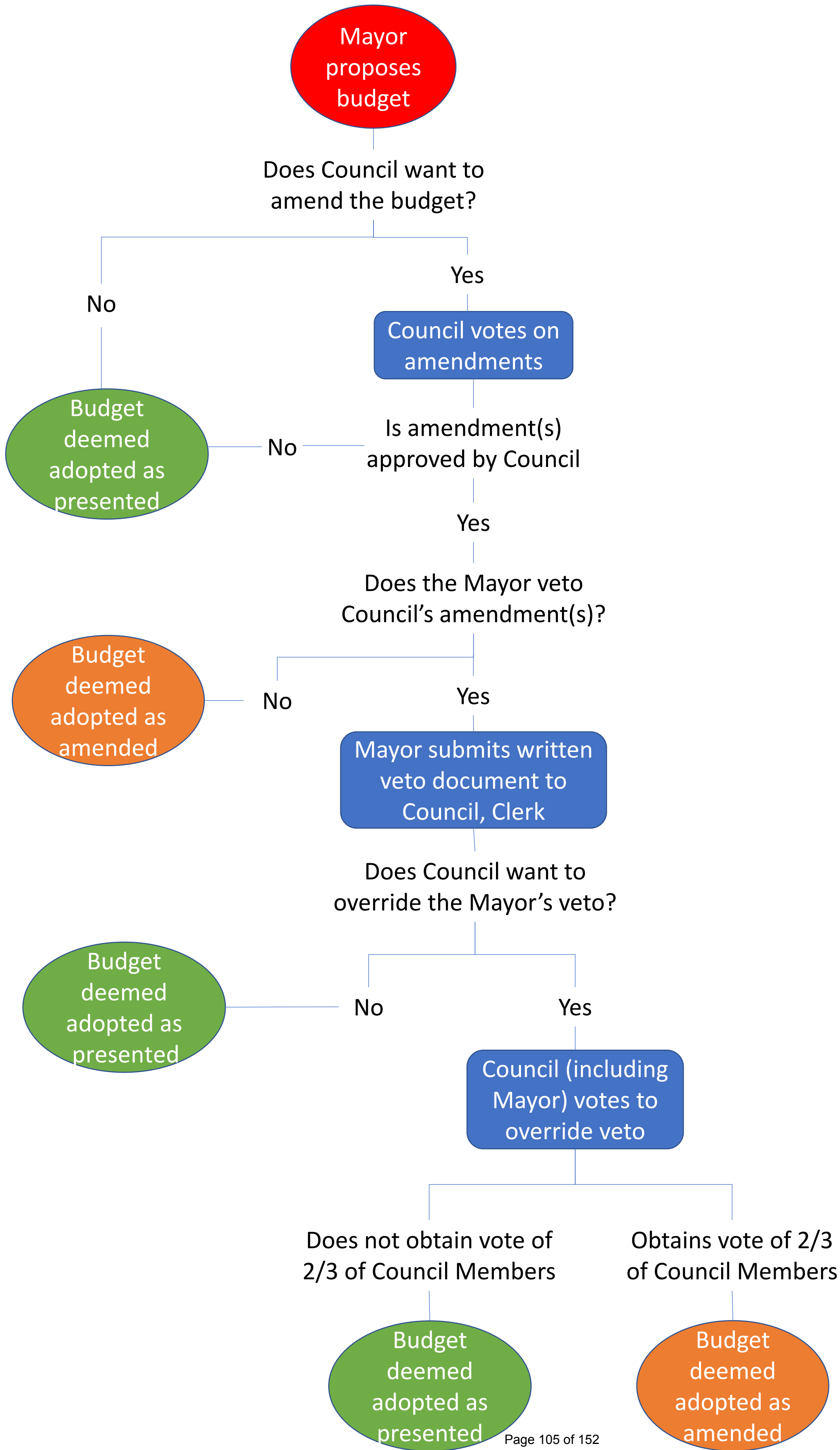
Schedule A – 2026 Budget Timeline Flowchart

Prepared & Submitted by:

Katelyn Repovs, CPA, CA
Director, Corporate Services/CFO

Approved by:

Truper McBride
CAO



**2026 Budget
Timeline**

November 17

Budget presented by Mayor when published on meeting agenda

November 18 - 15

days for amendments

December 15 -

Council meeting for Council to vote on amendments

December 16 - 10

days for Mayor to veto amendments

December 26 - 15

days for Council to override Mayor veto

DATE: August 11, 2025

REPORT NO: LLS-08-2025

SUBJECT: Amendment to Delegation of Authority By-law – Addition of Director, Growth and Sustainability and Director, Corporate Services/Treasurer Schedules

CONTACT: Justin Paylove, Manager, Legislative Services/Clerk
Barbara Hutchinson, Coordinator, of Legislative Services/Deputy Clerk

OVERVIEW:

- This report proposes amending the Delegation of Authority By-law to include new schedules for the Director, Growth and Sustainability and the Director, Corporate Services/Treasurer.
- The amendment will improve efficiency by allowing these department heads to make routine decisions within their areas of responsibility and operation.
- The proposed changes are consistent with the phased approach previously endorsed by Council and maintain appropriate oversight and alignment with approved policies and budgets.

RECOMMENDATION:

1. That Recommendation Report LLS-08-2025 titled “Amendment to Delegation of Authority By-law – Addition of Director, Growth and Sustainability and Director, Corporate Services/Treasurer Schedules” dated August 11, 2025, be received; and,
2. That, an amending by-law such as the one attached as Schedule “A” be approved.

ALIGNMENT TO STRATEGIC PLAN:

Theme #

-

BACKGROUND:

In accordance with Section 23.1 of the Municipal Act, 2001, municipal councils are permitted

to delegate certain powers and duties to municipal staff or other bodies to promote operational efficiency and good governance. Delegating administrative and routine decision-making to senior staff allows Council to focus on strategic policy, planning, and community priorities.

Council previously adopted a Delegation of Authority By-law through Report C-06-2024, beginning with the Chief Administrative Officer (CAO) and later amended to include the Director, Operations/Infrastructure. These steps established a structured framework for decision-making authority at the senior leadership level.

This report brings forward a further amendment to the Delegation of Authority By-law to add new schedules for two additional department heads: the Director, Growth and Sustainability and the Director, Corporate Services/Treasurer. These roles are integral to day-to-day municipal operations, and the proposed delegation will enhance decision-making responsiveness while maintaining appropriate oversight.

CURRENT SITUATION:

By formalizing delegation to these two directors through individual schedules, Council ensures clear boundaries and accountability while enabling efficient day-to-day operations. This phase aligns with the original intent of the Delegation of Authority By-law to gradually expand delegated powers in a controlled and transparent manner.

FINANCIAL IMPLICATIONS:

There are no direct financial costs associated with approving this amendment. Proper internal controls and oversight mechanisms will ensure delegated powers are exercised in alignment with Council policies.

INTER-DEPARTMENTAL COMMENTS:

The proposed amendment has been reviewed and endorsed by the Senior Leadership Team (SLT), including the Director, Growth and Sustainability and the Director, Corporate Services/Treasurer. Their input was incorporated into the development of the respective schedules to ensure clarity and appropriateness of the delegated authorities.

CONCLUSION:

The addition of delegated authority schedules for the Director, Growth and Sustainability and the Director, Corporate Services/Treasurer is consistent with the phased approach adopted under the Delegation of Authority By-law. It reflects Council's ongoing commitment to modernizing municipal operations, improving decision-making efficiency, and strengthening administrative accountability.

With these amendments, Council can continue to focus on strategic issues while ensuring that staff are empowered to carry out their duties effectively and in accordance with

approved plans and budgets.

ATTACHMENTS:

1. Schedule A – By-law 20225-50 – Amending By-law – Addition of Director, Corporate Services/Treasurer and Director, Growth and Sustainability Schedule to Delegation of Authority
2. Schedule B – Director, Corporate Services/Treasurer
3. Schedule C – Director, Growth and Sustainability

Prepared & Submitted by:

Approved by:

Justin Paylove
Clerk

Truper McBride
CAO

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-50

A BY-LAW TO AMEND BY-LAW 2025-02 DELEGATE POWERS AND DUTIES TO OFFICERS, TO ADD SCHEDULE “C” DIRECTOR, CORPORATE SERVICES/CFO, AND SCHEDULE “D”, GROWTH AND SUSTAINABILITY.

WHEREAS the Township of West Lincoln has adopted By-law No. 2025-02, being a By-law to delegate powers and duties to officers, employees and agents of the corporation of the Township of West Lincoln;

WHEREAS the Township of West Lincoln considers it desirable and necessary to amend By-law No. 2025-02, Delegate Powers and Duties to Officers, to add Schedule “C”, Director, Corporate Services/CFO and Schedule “D” Director, Growth and Sustainability.

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

1. That By-law No. 2025-02, being a By-law to delegate powers and duties to officers, employees and agents of the corporation of the Township of West Lincoln be amended by adding Schedule “C”, Director, Corporate Services/CFO and Schedule “D”, Director, Growth and Sustainability.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 11 DAY OF AUGUST 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

Schedule “C”: Delegated Municipal Powers and Duties

	Delegation	Delegate	Limitation
CORPORATE SERVICES			
Chief Financial Officer			
1	Authority relating to assessment and taxation appeal matters	Treasurer, or Treasurer’s designate	
10	Certify documentation related to reporting (progress and final) and claims for payment required by federal, provincial, municipal, or other grant funding agreements	Treasurer, or Treasurer’s designate	
11	Apply for, negotiate, enter into, and execute grant agreements and applications for federal, provincial or other grant funding to the Township in amounts of \$250,000.00 and under.	Treasurer, or Treasurer’s designate	Relevant department to review and prepare grant application in consultation with Finance and Legal Township Clerk or Director of Legal and Legislative Services to be secondary signature
12	Negotiate, enter into and execute contracts and agreements, in accordance with the Purchasing Policy, as required to implement a project within the approved budget	Treasurer, or Treasurer’s designate	Expenditure approved by Council through the budget process or other means, alignment with Purchasing By-law Relevant department to review and prepare document in consultation with Finance and Legal
	Authority to make amendments to the annual budget adopted by Council up to \$20,000 per item, provided such amendments do not increase the current year’s approved annual budget or tax levy.	Treasurer, or Treasurer’s designate, and CAO	Any such amendment shall require the written approval of the Chief Administrative Officer. The Chief Financial Officer shall report to Council regarding such amendments.
	Act as an appointed signing officer for bank and investment accounts on behalf of the Township, and authority to make payments for expenditures approved within the budget.	Treasurer, or Treasurer’s designate, and CAO	Any two of the Mayor, the Treasurer, Deputy Treasurer, CAO and Director of Legal and Legislative Services
	Authority to approve write-offs of general accounts receivable accounts (and any penalty or interest accrued), if determined by the Treasurer, or their designate, to be uncollectible	Treasurer, or Treasurer’s designate	

	Authority to cancel, reduce, refund, restore or increase taxes in accordance with Sections 354, 356, 357, 357.1, 358, 359 of the Municipal Act and apportion unpaid taxes accordingly.	Treasurer, or Treasurer's designate	Tax applications under s. 357(1)(d.1)) involving sickness or extreme poverty are delegated to the provincial Assessment Review Board (ARB)
	Authority to contribute and withdraw operating and capital surpluses or deficits to and from the appropriate reserve and reserve funds, as required, as approved through the annual budget and/or in accordance with the Township's Reserve and Reserve Fund Policy.	Treasurer, or Treasurer's designate	
	Authority to negotiate and enter into Extension Agreements on behalf of the Township, in accordance with Section 378 of the Municipal Act	Treasurer, or Treasurer's designate	
	Authority to negotiate and enter into payment plan arrangements, on behalf of the Township, with account holders whose utility accounts are in arrears, in accordance with the municipality's established procedures.	Treasurer, or Treasurer's designate	

Schedule “D”: Delegated Municipal Powers and Duties

	Delegation	Delegate	Limitation
<i>Growth and Sustainability</i>			
<i>Director, Growth and Sustainability</i>			
1	A portion of Council’s delegated authority with respect to plans of subdivision, plans of condominium and part lot control by-laws pursuant to the <i>Planning Act</i>	Director, Growth and Sustainability	Subject to the limitations of the By-law
2	Delegate extension approvals for Draft Plan of Condominium to grant extensions not more than 12 months and approval to proposed Plans of Subdivision or Plans of Condominium for not more than 3 months on a temporary basis without the concurrence of the Regional Municipality of Niagara	Director, Growth and Sustainability	To be exercised in accordance with By-law 2017-135
3	A by-law to delegate certain powers and authority with respect to Official Plans, Official Plan amendments, Zoning By-law amendments, plans of subdivision, plans of condominium and consents <i>Authorized by By-law</i>	Director, Growth and Sustainability and the Secretary-Treasurer of the Committee Adjustment	Subject to the limitations of the By-law
4	Delegate approval of Site Plan Agreements includes authority to impose conditions of approval pursuant to Section 41 of the Planning Act	Director, Growth and Sustainability	To be exercised in accordance with By-law 2022-80
5	By-law to delegate powers and duties to the Director of Planning and Building as authorized under Section 23.1 of the Municipal Act in order to execute agreements made under various sections of the planning act	Director, Growth and Sustainability	To be exercised in accordance with By-law 2023-04
6	Authority to approve an agreement of subdivision, Condominium or other development related agreement	Director, Growth and Sustainability	To be exercised in accordance with By-law 2022-80 and 2022-81

7	<p>Approval of by-laws of a minor nature under s. 34 of the <i>Planning Act</i> with respect to:</p> <ul style="list-style-type: none"> (a) A by-law to remove a holding symbol; (b) a by-law to authorize the temporary use of land, buildings or structures in accordance with s.39(1) of the <i>Planning Act</i>; and (c) a housekeeping by-law for the purpose of making clerical or other changes to assist in the interpretation of a zoning by-law (d) a by-law to permit amendments to the zoning by-law which are minor in nature and for the purpose of accommodating new dwelling units greater than the current number of dwelling units that exist on a site, including affordable housing and modular housing. 	Director, Growth and Sustainability	<p>Limitations of the applicable Official Plan(s) and s. 39.2 of the <i>Planning Act</i>*</p> <p>By-laws under paragraph 55(d) may only be approved if the Delegate is satisfied that the proposed amendments to the zoning by-law result in development that would meet the criteria set out in section 45(1) or 45(2)(a) of the <i>Planning Act</i>.</p> <p>*NOTE – Official Plan Policy (not yet in effect)</p>
8	Negotiate, enter into and execute agreements made pursuant to clause (c) of subsection 8(3) of the <i>Building Code Act</i> , 1992, S.O. 1992, c.23	Director, Growth and Sustainability	<p>Conditional permit agreements (<i>Building Code Act</i>)</p> <p>Coordination required with Planning and Building required</p>
9	<p>Issue and Approve Site Alteration Permits for less than 500 m³</p> <p>Authorized by By-law</p>	Director, Growth and Sustainability	Pursuant to By-law 2016-14, as amended

DATE: August 11, 2025

REPORT NO: O-18-2025

SUBJECT: **St. Ann's Road Reconstruction – Tender Award – Budget Amendment BA 2025-07**

CONTACT: Ray Vachon, C.E.T., Manager, Capital Design and Delivery

OVERVIEW:

- The St. Ann's Road Reconstruction project was included in the approved 2021 Capital Budget with \$380,000 of initial funding to commence the required Environmental Assessment Study and Detailed Design engineering services.
- The Township was successful in obtaining funding for this project from the Government of Canada and Government of Ontario under the Investing in Canada Infrastructure Program (ICIP).
- As part of the 2025 Capital Budget, Council approved an additional \$4,698,750 for the construction phase of this project.
- On June 5, Administration prepared and circulated a tender and received seven (7) submissions on the closing date of June 23, 2025.
- Baiocco Construction Corp. had the lowest bid at \$3,024,209.62 (excluding HST), and Administration recommends awarding the construction project to Baiocco Construction Corp.
- Administration recommends awarding the Construction Administration and Inspection to Urban & Environmental Management Inc. in the amount of \$249,983.30 as per their proposal dated February 21, 2024; and awarding the geotechnical testing to Landtek Limited with an upset limit of \$50,000.00 (excluding HST).

RECOMMENDATION:

1. That Recommendation Report O-18-2025, titled "St. Ann's Road Reconstruction – Tender Award – Budget Amendment BA 2025-07", dated August 11, 2025, be received; and,
2. That the construction tender for the above project be awarded to Baiocco Construction Corp. in the amount of \$3,024,209.62 (excluding HST); and
3. That the Construction Administration and Construction Inspection for the construction be awarded to Urban & Environmental Management Inc. in the amount of \$249,983.30 (excluding HST); and,
4. That geotechnical testing for the project be awarded to Landtek Limited at an upset

- limit of \$50,000.00 (excluding HST); and,
5. That, Budget Amendment BA 2025-07, as outlined in Schedule C, to reallocate the budgeted expenditures and financing, be approved; and
 6. That, a By-Law authorizing the Mayor and Clerk to enter into an agreement with Baiocco Construction Corp. be passed.

ALIGNMENT TO STRATEGIC PLAN:

1. **Build** - a safe, connected, caring and active community

BACKGROUND:

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

The ICIP funding program does not cover the cost of any storm sewer infrastructure. There is some storm sewer infrastructure that needs to be constructed as part of this project, so the associated cost related to storm sewers are considered ineligible project cost under this ICIP funding program.

St. Ann's Road Reconstruction involves the relocation of Enbridge Gas utilities, reconstruction of St. Ann's Road from Twenty Mile Road to Regional Road 20, the rehabilitation of the North Creek Bridge, improvements to the railway crossing, sidewalk/pedestrian safety, and storm sewers / drainage improvements. See Schedule 'A' for Location Plan.

In June 2021, under report PW-16-2021, Council approved the award of the Municipal Class Environmental Assessment (EA Study) and Preliminary Design assignment, which was the first step of the project.

In March 2024, under report PW-08-2024, Council approved the award of the detail design assignment which was completed in May 2025.

Enbridge Gas and its contractor are currently on site completing utility relocations that have been identified to be in conflict with the proposed road reconstruction. This work is ongoing with an anticipated completion date of October or November of 2025.

The construction project is expected to commence in October of 2025. The construction tender has a completion date clause which requires all work to be completed by October of 2026.

CURRENT SITUATION:

Administration prepared and circulated the tender document on June 5, 2025 and which closed on June 23, 2025. The tender was advertised on the Township website and with the electronic tendering service, Bids & Tenders.

There were sixteen (16) registered general contractors and seven (7) tender submissions were received and opened on the closing date. The results of the submitted tenders are summarized in the table below:

Company	Submitted Bid (exc. HST)
Alfred Beam Excavating Limited	\$3,470,311.00
Baiocco Construction Corp	\$3,024,209.62
GIP Paving Inc.	\$3,655,000.00
Marbelle Group Inc	\$3,559,441.00
Peter's Excavating Inc	\$4,285,647.12
Rankin Construction Inc.	Non-Compliant
Walker Construction Limited	\$3,459,360.00

Baiocco Construction Corp. submitted the lowest bid at \$3,024,209.62. The bids with reviewed and check for any arithmetic errors and none were found. Rankin Construction Inc. was non-compliant for failing to include the signed addendums as part of the Form of Tender.

Baiocco Construction Corp. is located in Hamilton and has experience completing similar works throughout Niagara Region, and are also the successful contractor for the joint project with the Region on Wade Rd / Regional Road 20. They are capable of successfully completing this project and have the necessary expertise and resources.

The Township's consultant has reviewed all the submissions for accuracy and consistency and along with Administration, recommends Baiocco Construction Corp. for the project. The Consultant's recommendation letter is located as Schedule 'B'.

As part of the construction phase, Construction Administration and Construction Inspection services are required, along with geotechnical testing services to ensure quality control and specifications are met on all construction materials. As part of the detail design RFP, proponents were asked to submit pricing to complete the construction administration and construction inspection services, in order to award these professional services at the time of construction tender award. Therefore, Administration is recommending to award the Construction Administration and Construction Inspection services to Urban & Environmental Management Inc. at their proposal cost of \$249,983.30 (excluding HST).

Administration circulated a Request For Quotation to four (4) geotechnical testing firms to submit unit rates for the various material and quality control testing required as part of this project. After reviewing the three (3) submissions, Landtek Limited had the most competitive unit rates, therefore Administration recommends awarding the geotechnical testing to Landtek Limited at an upset limit of \$50,000.00 (excluding HST).

FINANCIAL IMPLICATIONS:

As approved through the 2021 and 2025 Capital Budgets, there is a total budget of \$5,078,750 for this project, with \$380,000 approved in 2021 and \$4,698,750 in 2025.

The budget approved in 2021 of \$380,000 was used towards the detailed design and EA Study component of this project, which was completed in May 2025, at a total cost of \$360,360. Therefore, the remaining budget of \$19,640 from this phase is allocated towards the construction phase, for a total budget of \$4,718,390, which is summarized below:

Total Construction Project Budget & Costs	Budget	Anticipated Cost
2025 Capital Budget for Construction, Utility Relocates, Construction Admin & Inspection, & Geotechnical Testing	\$4,718,390.00	
Construction Tender (2025-2026)		\$ 3,024,209.62
Enbridge Relocation (2025)		\$ 965,266.74
CPKC Track Crossing Rehab (2026)		\$ 158,265.71
Construction Admin & Inspection (2025-2026)		\$ 249,983.30
Geotechnical Testing (2025-2026)		\$ 50,000.00
Excess Soil Testing & Admin. (2025-2026)		\$ 50,100.00
Net HST		\$ 85,504.06
Project Contingency (3%)		\$ 135,060.57
TOTALS:	\$4,718,390.00	\$4,718,390.00

The overall total project costs are within the approved total project budget, however, the road, bridge, sidewalk, and storm sewer budget accounts will require a budget amendment (BA 2025-07) in order to redistribute funds between the various project accounts to align with the actual project expenditures for each asset, according to the tender results. Schedule 'C' shows the original account budgets, along with costs for each account, and the final amended budgets.

It is important to note that the budget amendment, as reflected in Schedule C, is not a request for additional funds; it is simply reallocating the approved budgetary funding to reflect the estimated construction costs of each asset project, based on the tender results.

Due to the reallocation of budget amounts between the asset types, it is anticipated that the Township will receive an additional \$92,496 from the ICIP Grant. This has resulted in a reduction of funding required from the Township's Capital Reserve of \$104,601, offset by a small increase in required funding from the Bridge Reserve of \$23,452. Furthermore, the budgeted amount required from the OCIF Grant has been reduced by \$11,347, in order to align with the available OCIF grant funds for the 2025 year.

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the CAO, Director of Corporate Services/CFO, and the Legal & Legislative Services Department.

CONCLUSION:

In summary, Administration recommends that this contract be awarded to Baiocco Construction Corp. at their bid price of \$3,024,209.62 plus HST, and that Council approve the total project expenditures up to the amount of \$4,718,390.00.

Additionally, Administration recommends that Urban & Environmental Management Inc. and Landtek Limited be awarded the Construction Administration and Construction Inspection services, and geotechnical testing respectively, and that Budget Amendment BA 2025-07 be approved.

Administration further recommends that the Mayor and Clerk be authorized to enter into an agreement with Baiocco Construction Corp. for the St. Ann's Road Reconstruction construction phase, as outlined above.

SCHEDULE(S):

- Schedule A – Location Plan
- Schedule B – St. Ann's Road – Recommendation Letter
- Schedule C – Budget Amendment BA 2025-07
- Schedule D – By-Law 2025-53 to Authorize an Agreement

Prepared & Submitted by:

Ray Vachon, C.E.T.
Manager, Capital Delivery & Design

Mike DiPaola, P.Eng.
Director, Infrastructure

Approved by:

Truper McBride, CAO
Chief Administrative Officer

ATTACHMENT 'A'

Location Plan – St. Ann's Road Reconstruction



West Lincoln
Your Future Naturally

ATTACHMENT 'B'



July 2, 2025
UEM Project No. 24-101

Ray Vachon, C.E.T.
Manager, Capital Design and Delivery
Township of West Lincoln
318 Canborough Street
Smithville, Ontario
L0R 2A0

Dear Mr. Vachon:

RE: St. Ann's Road Reconstruction
Tender OPR 2025-02
Tender Recommendation

The tendering period closed on Thursday, June 26, 2025, for the above project and 7 bids were received with one bid being non-compliant due to missing signed addendums. The following summarizes the bids received:

<u>Suppliers Name</u>	<u>Total Tender Price</u>
Baiocco Construction Corp	\$3,024,209.62
Walkers Construction Limited	\$3,459,360.00
Alfred Beam Excavating Limited	\$3,470,311.00
Marbell Group Inc.	\$3,559,441.00
GIP Paving Inc.	\$3,655,000.00
Peter's Excavating Inc	\$4,285,647.12

Baiocco Construction Corp has successfully completed similar projects in the past. UEM contacted a reference who had worked with Baiocco on a comparable road reconstruction project, and the feedback indicated performance and reliability. Therefore, UEM recommends Baiocco Construction Corp for the St. Ann's Road Reconstruction project.

Yours very truly,
URBAN & ENVIRONMENTAL MANAGEMENT INC.

A handwritten signature in black ink, appearing to read 'S Brant', is written over a light blue rectangular background.

Steve Brant, P. Eng.
Senior Project Manager

Impact to Budget - Budget Amendment BA 2025-07

Asset	2025 Approved Budget & 2021 Carryforward Budget	Reallocation of Budget	Revised Budget	Original Funding				Reallocation of Funding				Revised Funding			
				Capital Reserve	Bridge Reserve	ICIP Grant	OCIF Grant	Capital Reserve	Bridge Reserve	ICIP Grant	OCIF Grant	Capital Reserve	Bridge Reserve	ICIP Grant	OCIF Grant
Roadwork	\$ 3,155,884	\$ (66,084)	\$ 3,089,800	\$ 1,189		\$ 2,629,798	\$ 524,897	\$ 331		\$ (55,068)	\$ (11,347)	\$ 1,520		\$ 2,574,730	\$ 513,550
Bridge	\$ 660,996	\$ 140,704	\$ 801,700		\$ 110,188	\$ 550,808			\$ 23,452	\$ 117,252			\$ 133,640	\$ 668,060	
Sidewalk	\$ 201,510	\$ 36,380	\$ 237,890	\$ 33,592		\$ 167,918		\$ 6,068		\$ 30,312		\$ 39,660		\$ 198,230	
Storm Sewer	\$ 700,000	\$ (111,000)	\$ 589,000	\$ 334,000			\$ 366,000	\$ (111,000)				\$ 223,000			\$ 366,000
	\$ 4,718,390	\$ -	\$ 4,718,390	\$ 368,781	\$ 110,188	\$ 3,348,524	\$ 890,897	\$ (104,601)	\$ 23,452	\$ 92,496	\$ (11,347)	\$ 264,180	\$ 133,640	\$ 3,441,020	\$ 879,550

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-53

A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN AND BAIOTTO CONSTRUCTION CORP. FOR THE ST. ANN'S ROAD RECONSTRUCTION WORK PROJECT

WHEREAS the Council of the Corporation of the Township of West Lincoln deems it expedient to enter into an agreement with Baiotto Construction Corp. for the St. Ann's Road Reconstruction work project.

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

1. That, the Council of the Corporation of the Township of West Lincoln enter into an agreement with Baiotto Construction Corp. for the St. Ann's Road Reconstruction work project; and,
2. That, the Mayor and Clerk be authorized to sign the above mentioned agreement, and any other related documents, and to affix the Corporate Seal thereto.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 11th DAY OF AUGUST 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

DATE: August 11, 2025

REPORT NO: O-20-2025

SUBJECT: **Sanitary Sewer CCTV Inspections Tender Authorization**

CONTACT: Jennifer Bernard, C.E.T., Manager, Civil Land Development
Mike DiPaola, P.Eng., Director, Infrastructure

OVERVIEW:

- The approved 2025 budget for the Township's inflow and infiltration (I&I) reduction program is \$200,000.00, consisting of \$100,000 in funding from the Township and \$100,000 in CSO funding from Niagara Region.
- The Township was successful in receiving 2025 Combined Sewer Overflow (CSO) Control Program funding from the Niagara Region for the Township's I&I reduction program at a 50% contribution, in the amount of \$199,500.00.
- As part of the planned I&I work for 2025, staff developed and circulated a tender for the CCTV inspection of the Township's entire sanitary sewer network and inspections of manholes and sanitary services in priority areas for I&I investigation. A tender document was circulated for the proposed works, which closed on July 18th, 2025.
- A low bid in the amount of \$164,254.75 (plus HST) was received by Bob Robinson & Son Construction with a total project cost of \$190,000.00.
- Staff recommends acceptance of the tender submission by Bob Robinson & Son Construction.

RECOMMENDATION:

1. That, Recommendation Report O-20-2025, titled "Sanitary Sewer CCTV Inspections Tender Authorization", dated August 11th, 2025 be received; and,
2. That, Council accept the tender submission by Bob Robinson & Son Construction for the Sanitary Sewer CCTV Inspections Tender, in the amount of \$164,254.75 (plus HST); and,
3. That, Council approve the expenditure of \$190,000.00 to complete this project; and,
4. That, a By-law be passed to authorize the Mayor and Clerk to enter into an agreement with Bob Robinson & Son Construction.

ALIGNMENT TO STRATEGIC PLAN:

Respecting Our Roots, Realizing Our Future

Theme #2

- Champion strategic and responsible growth

BACKGROUND:

The Township's sanitary sewer maintenance program includes the flushing and inspection of the mainline sewers to assess the pipe condition, any defects identified are prioritized and addressed. The last full system inspection was completed in the Fall of 2020. This project will update the Township's sanitary network pipe condition data.

In previous years, based off of the pipe condition data, sanitary sewers have been lined and spot repairs have been completed to reduce infiltration into the system. The next stage is to determine the condition of sanitary service connections (laterals) to those sewers to determine if lining of the services is required to extend the life of those assets and further eliminate sources of infiltration into the system. This project will focus on sanitary services in priority areas for I&I investigation.

Finally, the Township's trunk sewer runs along Twenty Mile Creek and collects flows from a large catchment of the sanitary network. The manholes on this sewer and a number of manholes in areas of Smithville that are a priority for I&I investigation will be inspected to determine if repairs are required to extend the life of the assets and eliminate sources of inflow and infiltration.

There are capacity constraints within the sanitary sewer network during wet weather events, the removal of I&I sources can provide capacity gains to reduce overflows to the environment from the Smithville Sanitary Pumping Station and also allow more development to proceed. Due to these system constraints, the Township commenced a project for an Interim Wastewater Capacity Management Strategy, the results will be presented to Council in September or October of 2025. Further monitoring of the wastewater system and the preparation of an I&I implementation plan are further initiatives to be undertaken.

The Township applied for funding from the Niagara Region through their CSO Control Program and was successful in receiving approval for \$199,500.00. This approval was based on a contribution of 50% of the total cost of the Township's planned I&I initiatives for 2025 as outlined above.

CURRENT SITUATION:

The tender opened for circulation on June 27th, 2025 and closed on July 18th, 2025. The tender was advertised online with an electronic tendering service. Nineteen (19) tender packages were taken, with ten (10) tender submissions received by the tender closing date. All bids were accompanied by the required 'Bid Security' and 'Agreement to Bond' however 7 bidders did not submit the signed addendum as required and were therefore considered non-compliant submissions.

The tender bid values were as follows:

Company	Tender Price
1. Aqua Fast Flush Ltd.	Non-compliant Submission
2. Aqua Tech Solutions Inc.	Non-compliant Submission
3. Badger Daylighting Ltd.	Non-compliant Submission
4. Bob Robinson & Son Construction	\$164,254.75
5. Capital Sewer Services Inc.	\$233,853.50
6. Civica Infrastructure Inc.	Non-compliant Submission
7. GFL Utility Services ULC	Non-compliant Submission
8. Nieltech Services Ltd.	\$182,305.15
9. NPL Canada Ltd.	Non-compliant Submission
10. T2 Utility Engineers Inc.	Non-compliant Submission

The low bidder, Bob Robinson & Son Construction has completed various other similar works and is capable of completing this project.

FINANCIAL IMPLICATIONS:

The total approved budgeted expenditure for the Township's I&I reduction program in 2025 is \$200,000, consisting of \$100,000 in funding from the Township (from both Development Charges and Transfer from the Sewer Reserve) and \$100,000 in CSO funding from Niagara Region.

Based on the low bid received by Bob Robinson & Son Construction, the estimated total project cost for this work is \$190,000.00, as follows:

1. Bob Robinson & Son Construction bid:	\$164,254.75
2. Contingency:	\$ 20,000.00
3. Miscellaneous expenses:	\$ 2,459.09
4. Net HST (1.76%)	\$ 3,286.16
TOTAL	\$190,000.00

The estimated total project cost of \$190,000.00 for this Sanitary Sewer CCTV Inspection work is within the approved budget and will be funded as follows:

- Niagara Region CSO Funding - \$95,000.00
- Development Charges - \$58,900.00
- Sewer Reserve - \$36,100.00

As of mid-2025, \$94,817.60 remained in the Township's Inflow & Infiltration (I&I) Reduction Program and Sewer Condition Assessment special project budgets, from

prior year approved budgets dedicated for on-going I&I initiatives. Further ongoing I&I reduction initiatives will be undertaken with all remaining budgetary funds.

INTER-DEPARTMENTAL COMMENTS:

This report has been reviewed by the CAO, the Director, Corporate Services/Chief Financial Officer, and the Legal and Legislative Services Department.

CONCLUSION:

In summary, staff recommends that the bid submission from Bob Robinson & Son Construction for the Sanitary Sewer CCTV Inspections Tender in the amount of \$164,254.75 be accepted, and that Council approve the total project expenditures of \$190,000.00.

Finally, staff also recommends that the Mayor and Clerk be authorized to enter into an agreement with Bob Robinson & Son Construction for the Sanitary Sewer CCTV Inspections Tender.

ATTACHMENTS:

Schedule A: By-law to authorize an agreement with Bob Robinson & Son Construction

Prepared & Submitted by:

Jennifer Bernard, C.E.T.
Manager, Civil Land Development

Mike DiPaola, P.Eng.
Director, Infrastructure

Approved by:

Truper McBride, CAO
Chief Administrative Officer

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-XX

A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN AND BOB ROBINSON & SON CONSTRUCTION FOR THE SANITARY SEWER CCTV INSPECTIONS TENDER

WHEREAS the Council of the Corporation of the Township of West Lincoln deems it expedient to enter into an agreement with Bob Robinson & Son Construction for the Sanitary Sewer CCTV Inspection Tender.

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

1. That, the Council of the Corporation of the Township of West Lincoln enter into an agreement with Bob Robinson & Son Construction for the Sanitary Sewer CCTV Inspection Tender; and,
2. That, the Mayor and Clerk be authorized to sign the above mentioned agreement, and any other related documents, and to affix the Corporate Seal thereto.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 11th DAY OF AUGUST 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

DATE: August 11, 2025

REPORT NO: O-19-2025

SUBJECT: **Wade Road and Regional Road 20 Reconstruction Project – Cost Sharing Agreement Execution – Budget Amendment BA 2025-08**

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

OVERVIEW:

- The reconstruction of Regional Road 20 through Smithville is a multi-phase Niagara Region led project that began in 2019 with Phases 1 through 3. This year's project is Phase 4.
- Through the 2020 and 2024 Capital Budget processes, Council approved a total amount of \$4,820,000 to cover the cost of the Township's share of the project.
- The Niagara Region circulated a tender and six (6) submissions were received on the closing date of May 29, 2025.
- The Region reviewed the tender submissions, and are awarding to the low bidder, Baiocco Construction Corp. for a total bid price of \$6,583,349.31 (excluding HST).
- The Township's share of the construction costs and construction administration, inspection, and testing are \$3,234,438,85 (excluding HST).
- The total 2025 project costs of \$3,550,000 are within the Township's approved Capital Budgets.
- In January 2025, Township was successful in receiving grant funding from the Housing-Enabling Water System Fund (HEWSF) for water and sewer components of this project.
- Administration recommends that Budget Amendment BA2025-08 be approved, to reflect the project budget reduction of \$1,270,000, with new funding from the HEWSF Grant and reduction in funding required from Development Charges, Capital Reserve, Sidewalk Reserve, Sewer Reserve, Debenture, and CCBF Grant.

RECOMMENDATION:

1. That Recommendation Report O-19-2025 titled "Wade Road and Regional Road 20

Reconstruction Project – Cost Sharing Agreement Execution – Budget Amendment BA 2025-08” dated August 11, 2025, be received; and,

2. That, Budget Amendment BA2025-08, as outlined in Schedule B, to reflect a project budget reduction of \$1,270,000, with new funding from the HEWSF Grant and reduced funding from Development Charges, Capital Reserve, Sidewalk Reserve, Sewer Reserve, Debenture, and CCBF Grant, be approved; and,
3. That the Mayor and Clerk be authorized to execute the Cost Sharing Agreement with the Niagara Region.

ALIGNMENT TO STRATEGIC PLAN:

Theme #1

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

Theme #2

- **Champion** strategic and responsible growth

BACKGROUND:

The Region Road 20 reconstruction through Smithville is a multi-phase Niagara Region led project that began in 2019 with phases 1 to 3. That included the construction of new roundabouts at RR20/Townline Rd and RR20/South Grimsby Road 6, including the road reconstruction from Station St. to Wade Road.

This Wade Rd / RR 20 reconstruction project is phase 4. The Township’s share of this reconstruction work involves replacing and upsizing the existing sanitary sewer and watermain on RR 20 from South Grimsby Rd 5 to Wade Rd and on Wade Rd from RR20 to the southerly limit; reconstruction of Wade Road; and sidewalks. Regional Road 20 will be reconstructed from South Grimsby Road 5 to Wade Road, which is under Niagara Region jurisdiction and they are responsible for those costs.

In the Spring of 2024, Administration applied for the Housing-Enabling Water Systems Fund (HEWSF) grant opportunity through provincial government and was unsuccessful.

A second intake was opened in the Fall of 2024, and Administration resubmit an application for this project. In February 2025, the Township was informed that it was successful on the second application. The funding will cover 73% of total eligible costs, up to \$3,969,375.00.

CURRENT SITUATION:

The Niagara Region prepared and circulated the tender document on their website on April 28, 2025, which closed on June 23, 2025.

Six (6) tender submissions were received and opened on the closing date. The results of

the submitted tenders are summarized in the table below:

Company	Tender Price (excl. HST)
Alfred Beam Excavating Limited	\$7,889,423.00
Baiocco Construction Corp.	\$6,583,349.31
Centennial Infrastructure (Niagara) Inc	Non-Compliant
GIP Paving Inc.	\$6,884,000.00
Peter's Excavating Inc.	\$9,299,999.00
Rankin Construction Inc.	\$7,387,425.00

The Region has reviewed all tender submissions and is recommending at their August Council meeting, that the tender be awarded to Baiocco Construction Corp. for the tender price of \$6,583,349.31.

The Region has also forwarded a breakdown of the Township's cost share, including contract administration and inspection, and geotechnical / material testing. The Township's share is estimated at \$3,234,438.85 (excluding HST).

Included in the Township's share are some costs for new services at a vacant residential lot at the southerly limit of Wade Road. These works totalling \$39,349.37 (excluding HST) will be recovered from the developer under a Development Agreement. This Development Agreement will be executed by Administration upon Legal review.

The Township's total project costs for 2025 including construction, construction administration and inspection, geotechnical testing, contingency, and net-HST are within the approved 2025 Capital Budget. The total project costs are summarized below:

TOTAL PROJECT COSTS (2025)	
Wade Rd / RR 20 Construction	\$2,990,309.45
Const. Admin / Inspection / Testing (Township)	\$ 204,780.03
Development Services Construction (Developer)	\$ 37,471.98
Const. Admin / Inspection / Testing (Developer)	\$ 1,877.39
SUB-TOTAL:	\$3,234,438.85
<i>MINUS – Developer Cost Recovery</i>	<i>-\$ 39,349.37</i>
Contingency	\$ 298,676.95
Net-HST	\$ 56,233.58
TOTAL TOWNSHIP PROJECT COSTS:	\$3,550,000.00

As part of this joint contractor project and tender award process, the Township must enter into a cost sharing agreement with the Region which must be executed by the Mayor and Clerk.

FINANCIAL IMPLICATIONS:

The total costs and approved Capital Budgets are summarized below for the various

project accounts:

Accounts	Cost	Approved Budget
Wade Rd - Road	\$ 247,400.00	\$ 300,000.00
Wade Rd - Sidewalk	\$ 36,000.00	\$ 50,000.00
RR 20 - Sidewalk	\$ 36,000.00	\$ 120,000.00
Sanitary Sewermain	\$ 1,781,100.00	\$2,350,000.00
Watermain	\$ 1,449,500.00	\$2,000,000.00
TOTALS:	\$ 3,550,000.00	\$4,820,000.00

Given that the total project cost of \$3,550,000.00 is significantly lower than the project budget of \$4,820,000.00, Administration is requesting approval of Budget Amendment BA2025-08. Further details of this can be found on Schedule B.

This Budget Amendment will reflect a reduction in the project cost of \$1,270,000.00. This, along with an increase in funding from the HEWSF Grant of \$2,358,300.00, has allowed for a reduction in the required Township funding, as follows:

- \$1,302,700.00 reduction in Development Charges
- \$80,000.00 reduction in the transfer from the Capital Reserve
- \$48,000.00 reduction in the transfer from the Sidewalk Reserve
- \$1,175,000.00 reduction in the transfer from the Sewer Reserve
- \$22,600.00 reduction in the required funding from the CCBF Grant
- \$1,000,000.00 reduction in the required funding from debentures

The savings in the above funding source areas will be returned to their reserve accounts (as applicable), which will have a positive impact on these accounts and ensure the Township remains fiscally responsible and sustainable. In addition, a reduction in the required CCBF Grant for this project provides the opportunity for the CCBF grant funds to be used towards other eligible projects. Furthermore, given the successful HEWSF grant application, this has eliminated the need for a debenture for this project, which will result in significantly reduced future debt servicing costs for ratepayers.

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the CAO, Director of Corporate Services/CFO, Treasurer and Legal & Legislative Services Department. The financial implications and budget amendment were prepared by the Director of Corporate Services/CFO.

CONCLUSION:

In summary, the Wade Road and Regional Road 20 Reconstruction is a joint project with the Niagara Region. The Township's portion of the project costs as laid out in the Cost Sharing Agreement with Niagara Region is \$3,234,438.85, with a total estimated project cost of \$3,550,000.00.

Administration is requesting that the Mayor and Clerk be authorized to execute the Cost Sharing Agreement with the Niagara Region.

In addition, Council is asked to approve Budget Amendment (BA2025-08) to reflect a reduction in the capital project costs by \$1,270,000.00, with new funding from the HEWSF Grant and reduction in funding required from Development Charges, Capital Reserve, Sidewalk Reserve, Sewer Reserve, Debenture, and CCBF Grant.

SCHEDULE(S)

1. Schedule 'A' – Location Plan
2. Schedule 'B' – Impact to Budget – Budget Amendment BA2025-08

Prepared & Submitted by:

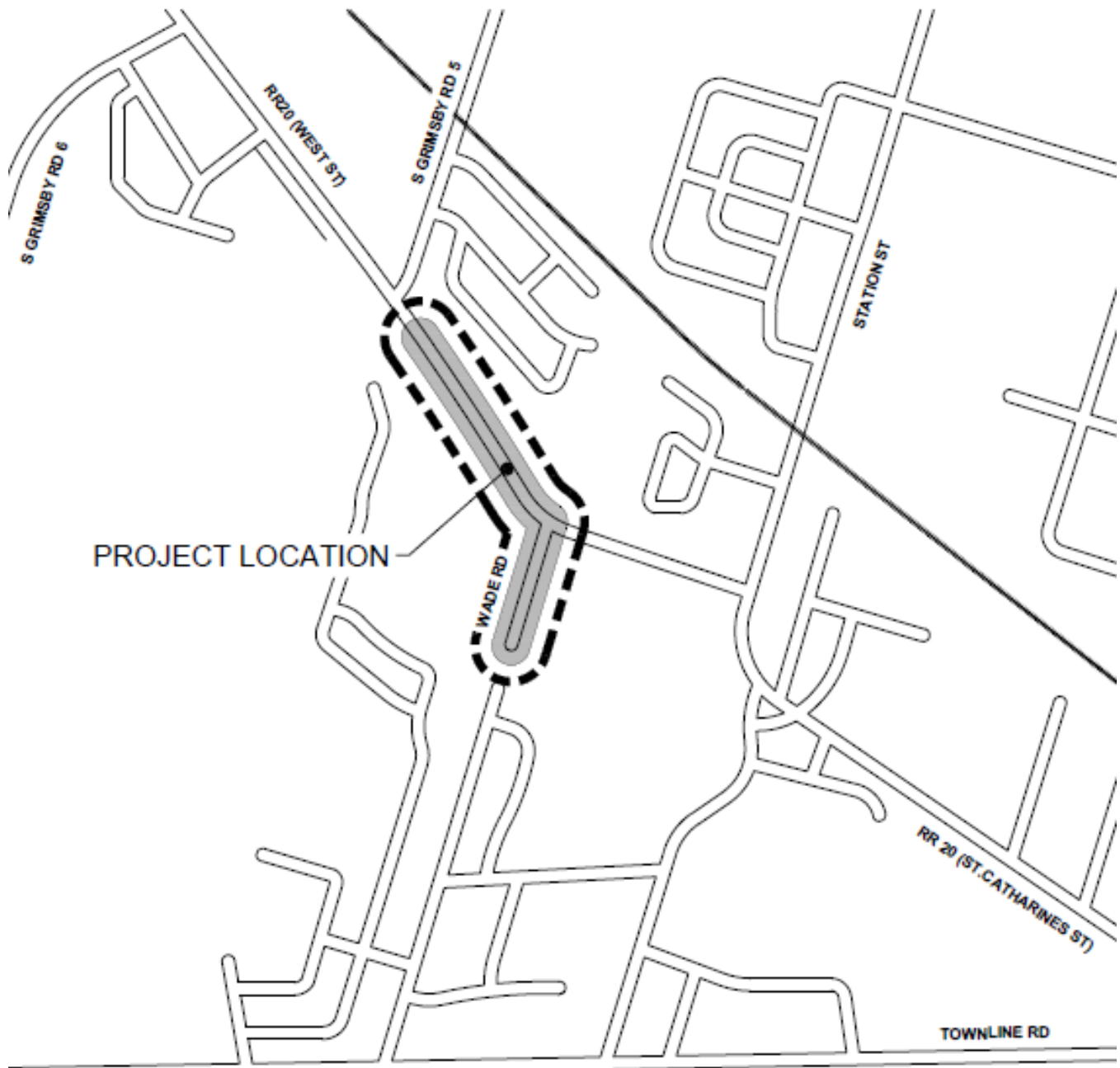
Ray Vachon, C.E.T.
Manager, Capital Delivery & Design

Mike DiPaola, P.Eng
Director, Infrastructure

Approved by:

Truper McBride
Chief Administrative Officer

Schedule 'A' – Location Plan



Schedule B - Impact to Budget - Budget Amendment BA 2025-08

Asset	Original Budget	Reduction of Budget	Revised Budget	Original Funding						Revised Funding				Increase (Reduction) in Funding Source						
				Development Charges	Capital Reserve	Sidewalk Reserve	Sewer Reserve	CCBF Grant	Debenture	Development Charges	Sidewalk Reserve	HEWSF Grant	CCBF Grant	Development Charges	Capital Reserve	Sidewalk Reserve	Sewer Reserve	HEWSF Grant	CCBF Grant	Debenture
Wade Rd - Road	\$ 300,000	\$ (52,600)	\$ 247,400		\$ 30,000			\$ 270,000					\$ 247,400		\$ (30,000)				\$ (22,600)	
Wade Rd - Sidewalk	\$ 50,000	\$ (14,000)	\$ 36,000		\$ 50,000						\$ 36,000				\$ (50,000)	\$ 36,000				
RR 20 - Sidewalk	\$ 120,000	\$ (84,000)	\$ 36,000			\$ 120,000					\$ 36,000					\$ (84,000)				
Sanitary Sewermain	\$ 2,350,000	\$ (568,900)	\$ 1,781,100	\$ 1,175,000			\$ 1,175,000			\$ 480,900		\$ 1,300,200		\$ (694,100)			\$ (1,175,000)	\$ 1,300,200		
Watermain	\$ 2,000,000	\$ (550,500)	\$ 1,449,500	\$ 1,000,000					\$ 1,000,000	\$ 391,400		\$ 1,058,100		\$ (608,600)				\$ 1,058,100		\$ (1,000,000)
Totals:	\$ 4,820,000	\$ (1,270,000)	\$ 3,550,000	\$ 2,175,000	\$ 80,000	\$ 120,000	\$ 1,175,000	\$ 270,000	\$ 1,000,000	\$ 872,300	\$ 72,000	\$ 2,358,300	\$ 247,400	\$ (1,302,700)	\$ (80,000)	\$ (48,000)	\$ (1,175,000)	\$ 2,358,300	\$ (22,600)	\$ (1,000,000)

DATE: August 11, 2025
REPORT NO: WLFD-07-2025
SUBJECT: **Monthly Update – July 2025**
CONTACT: Tim Hofsink, Fire Chief

OVERVIEW:

- This report will address July 2025 fire responses and activities.

RECOMMENDATION:

That, Information Report WLFD-07-2025 titled “Monthly Update – July 2025” dated August 11, 2025, be received for information.

ALIGNMENT TO STRATEGIC PLAN:

Theme # 1 and # 4

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

CURRENT SITUATION:

Emergency responses Calls:

See Attached Schedule "A" for June's calls.

New Recruits:

The recruit class that started their training in January, 2025 has successfully completed the first component of their firefighter certification process, with all members passing their first exams. The recruits have been authorized to attend emergency calls and have been actively participating in emergency responses, integrating well with the crew. Regularly scheduled training continues, with the second component of their certification training set to begin in September.

Retirement:

None

Promotions:

Preparations are underway to start the promotional process to fill the vacancy in the Captain ranks left by Deputy Chief Rakonjac's promotion.

Training:

Due to the good weather, much of the scheduled training is being held outside. These sessions included water relay training, tactical ventilation training, rural water supply, self-contained breathing apparatus refreshers and continued training for Defibrillator and other medical responses.

Fire Prevention / Public Education

Due to excessively dry, high heat conditions a total outdoor open air fire ban has been in place. Public education events are being planned in coordination with the International Plowing Match and the West Lincoln Community Services Division. Much of the public education is planned for the fall when school resumes.

Apparatus Fleet

The new replacement pumper approved by Council in the 2025 Capital budget is being prepared for service. Delays on the manufacturer's end have since come to a close and the truck is now scheduled for delivery mid to late September. It is anticipated to be on budget and enter service within weeks of delivery. Training on the new truck will be provided by the manufacturer and is to be carried out by the person delivering the vehicle, typically a former firefighter themselves.

Preparatory work is being done on the design, budgeting and equipment requirements for the replacement ladder truck currently scheduled for the 2027 Capital Budget. Long construction delays and increased costs continue to create difficulties in the fire truck procurement world. The anticipated arrival of several planned midrise buildings in West Lincoln is making this preparatory work more pressing.

The two tankers procured over the past several years have provided substantial benefit in fighting rural fires, the most recently a large wheat field fire of 23 acres in which the trucks were able to provide rapid mobile platforms to control the large, fast-moving fires. The large capacity has been beneficial in multiple building fires in the past year. The manufacturer has been very supportive in dealing with a mechanical issue with one of the trucks, addressed promptly under warranty.

Fire Services Activities

The firefighting crew was busy over the month of July, participating in the July 1st Canada Day festivities, as well as holding another Community Cool-Down Event, this time held in three locations. Despite being called to a wheat field fire immediately prior, and in spite of very high heat conditions, the crews attended the Cool-Downs at Harvest Gate park, Streamside Park and at the park at Caistorville Library. These events were

well attended.

Work is continuing to prepare for the International Plowing Match, Fire Services personnel are working with Niagara West Emergency Management staff, Regional staff, volunteers and the organizers of the IPM to prepare for the large event being held in September.

Station 2

Warranty repairs to the floor at Station 2 have been completed, resulting in a clean, professional job. Warranty work continues on several outstanding issues. Paving of the topcoat of asphalt for the parking lot is being coordinated. Set-up of equipment and procurement of the SCBA cylinder filling station is underway. The bunker gear washer/extractor approved in the 2023 Capital Budget is installed and backs the efforts of West Lincoln Fire to properly support its firefighters in required decontamination procedures following fires. Work on coordinating required services for the new building continues in conjunction with Facilities staff.

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the Director of Corporate Services/CFO, CAO and Clerk.

CONCLUSION:

This report is to inform Committee and Council of the July 2025 operations of West Lincoln Fire and Emergency Services.

SCHEDULE(S):

Schedule A – July Monthly Calls

Prepared & Submitted by:

Tim Hofsink
Fire Chief

Approved by:

Cynthia Summers
**Director, Community and Protective
Services**

Truper McBride
CAO

Jurisdiction

WEST LINCOLN

2025 MONTHLY DISPATCHES BY DETERMINANT

Determinant Group	January	February	March	April	May	June	July	August	September	October	November	December	Total
+ Burning Complaint	1			1		3	1						6
+ Carbon Monoxide						2							2
+ Emergency Assistance		1		1	1	2	1						6
+ Grass/Tree/Brush Fire			2	4	1	2	6						15
+ Hazmat				1									1
+ Medical	8	5	6	8	4	4	12						47
+ MVCs	2	9	4	6	11	3	7						42
+ Non-Emergency Assistance			1	2	1								4
+ Non-Emergency Medical	1	1					1						3
+ Other Fire					1	2							3
+ Preliminary Assignment	1				1								2
+ Remote Alarm	3	1	2	3	7	3	5						24
+ Rescue													
+ Structure Fire	1		1	4	1	1	3						11
+ Unknown 911													
+ Vehicle Fire	2		1	2	1	2	1						9
+ Water Rescue													
Total Responses within Municipality	19	17	17	32	29	24	37						175

WEST LINCOLN

30

Year-to-Date Responses Out of Area

175

Total Events This Year

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-50

A BY-LAW TO AMEND BY-LAW 2025-02 DELEGATE POWERS AND DUTIES TO OFFICERS, TO ADD SCHEDULE “C” DIRECTOR, CORPORATE SERVICES/CFO, AND SCHEDULE “D”, GROWTH AND SUSTAINABILITY.

WHEREAS the Township of West Lincoln has adopted By-law No. 2025-02, being a By-law to delegate powers and duties to officers, employees and agents of the corporation of the Township of West Lincoln;

WHEREAS the Township of West Lincoln considers it desirable and necessary to amend By-law No. 2025-02, Delegate Powers and Duties to Officers, to add Schedule “C”, Director, Corporate Services/CFO and Schedule “D” Director, Growth and Sustainability.

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

1. That By-law No. 2025-02, being a By-law to delegate powers and duties to officers, employees and agents of the corporation of the Township of West Lincoln be amended by adding Schedule “C”, Director, Corporate Services/CFO and Schedule “D”, Director, Growth and Sustainability.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 11 DAY OF AUGUST 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

Schedule “C”: Delegated Municipal Powers and Duties

	Delegation	Delegate	Limitation
CORPORATE SERVICES			
Chief Financial Officer			
1	Authority relating to assessment and taxation appeal matters	Treasurer, or Treasurer's designate	
10	Certify documentation related to reporting (progress and final) and claims for payment required by federal, provincial, municipal, or other grant funding agreements	Treasurer, or Treasurer's designate	
11	Apply for, negotiate, enter into, and execute grant agreements and applications for federal, provincial or other grant funding to the Township in amounts of \$250,000.00 and under.	Treasurer, or Treasurer's designate	Relevant department to review and prepare grant application in consultation with Finance and Legal Township Clerk or Director of Legal and Legislative Services to be secondary signature
12	Negotiate, enter into and execute contracts and agreements, in accordance with the Purchasing Policy, as required to implement a project within the approved budget	Treasurer, or Treasurer's designate	Expenditure approved by Council through the budget process or other means, alignment with Purchasing By-law Relevant department to review and prepare document in consultation with Finance and Legal
	Authority to make amendments to the annual budget adopted by Council up to \$20,000 per item, provided such amendments do not increase the current year's approved annual budget or tax levy.	Treasurer, or Treasurer's designate, and CAO	Any such amendment shall require the written approval of the Chief Administrative Officer. The Chief Financial Officer shall report to Council regarding such amendments.
	Act as an appointed signing officer for bank and investment accounts on behalf of the Township, and authority to make payments for expenditures approved within the budget.	Treasurer, or Treasurer's designate, and CAO	Any two of the Mayor, the Treasurer, Deputy Treasurer, CAO and Director of Legal and Legislative Services
	Authority to approve write-offs of general accounts receivable accounts (and any penalty or interest accrued), if determined by the Treasurer, or their designate, to be uncollectible	Treasurer, or Treasurer's designate	

	Authority to cancel, reduce, refund, restore or increase taxes in accordance with Sections 354, 356, 357, 357.1, 358, 359 of the Municipal Act and apportion unpaid taxes accordingly.	Treasurer, or Treasurer's designate	Tax applications under s. 357(1)(d.1)) involving sickness or extreme poverty are delegated to the provincial Assessment Review Board (ARB)
	Authority to contribute and withdraw operating and capital surpluses or deficits to and from the appropriate reserve and reserve funds, as required, as approved through the annual budget and/or in accordance with the Township's Reserve and Reserve Fund Policy.	Treasurer, or Treasurer's designate	
	Authority to negotiate and enter into Extension Agreements on behalf of the Township, in accordance with Section 378 of the Municipal Act	Treasurer, or Treasurer's designate	
	Authority to negotiate and enter into payment plan arrangements, on behalf of the Township, with account holders whose utility accounts are in arrears, in accordance with the municipality's established procedures.	Treasurer, or Treasurer's designate	

Schedule “D”: Delegated Municipal Powers and Duties

	Delegation	Delegate	Limitation
Growth and Sustainability			
Director, Growth and Sustainability			
1	A portion of Council’s delegated authority with respect to plans of subdivision, plans of condominium and part lot control by-laws pursuant to the <i>Planning Act</i>	Director, Growth and Sustainability	Subject to the limitations of the By-law
2	Delegate extension approvals for Draft Plan of Condominium to grant extensions not more than 12 months and approval to proposed Plans of Subdivision or Plans of Condominium for not more than 3 months on a temporary basis without the concurrence of the Regional Municipality of Niagara	Director, Growth and Sustainability	To be exercised in accordance with By-law 2017-135
3	A by-law to delegate certain powers and authority with respect to Official Plans, Official Plan amendments, Zoning By-law amendments, plans of subdivision, plans of condominium and consents <i>Authorized by By-law</i>	Director, Growth and Sustainability and the Secretary-Treasurer of the Committee Adjustment	Subject to the limitations of the By-law
4	Delegate approval of Site Plan Agreements includes authority to impose conditions of approval pursuant to Section 41 of the Planning Act	Director, Growth and Sustainability	To be exercised in accordance with By-law 2022-80
5	By-law to delegate powers and duties to the Director of Planning and Building as authorized under Section 23.1 of the Municipal Act in order to execute agreements made under various sections of the planning act	Director, Growth and Sustainability	To be exercised in accordance with By-law 2023-04
6	Authority to approve an agreement of subdivision, Condominium or other development related agreement	Director, Growth and Sustainability	To be exercised in accordance with By-law 2022-80 and 2022-81

7	<p>Approval of by-laws of a minor nature under s. 34 of the <i>Planning Act</i> with respect to:</p> <ul style="list-style-type: none"> (a) A by-law to remove a holding symbol; (b) a by-law to authorize the temporary use of land, buildings or structures in accordance with s.39(1) of the <i>Planning Act</i>; and (c) a housekeeping by-law for the purpose of making clerical or other changes to assist in the interpretation of a zoning by-law (d) a by-law to permit amendments to the zoning by-law which are minor in nature and for the purpose of accommodating new dwelling units greater than the current number of dwelling units that exist on a site, including affordable housing and modular housing. 	Director, Growth and Sustainability	<p>Limitations of the applicable Official Plan(s) and s. 39.2 of the <i>Planning Act</i>*</p> <p>By-laws under paragraph 55(d) may only be approved if the Delegate is satisfied that the proposed amendments to the zoning by-law result in development that would meet the criteria set out in section 45(1) or 45(2)(a) of the <i>Planning Act</i>.</p> <p>*NOTE – Official Plan Policy (not yet in effect)</p>
8	Negotiate, enter into and execute agreements made pursuant to clause (c) of subsection 8(3) of the <i>Building Code Act</i> , 1992, S.O. 1992, c.23	Director, Growth and Sustainability	<p>Conditional permit agreements (<i>Building Code Act</i>)</p> <p>Coordination required with Planning and Building required</p>
9	<p>Issue and Approve Site Alteration Permits for less than 500 m³</p> <p>Authorized by By-law</p>	Director, Growth and Sustainability	Pursuant to By-law 2016-14, as amended

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-51

A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN AND BOB ROBINSON & SON CONSTRUCTION FOR THE SANITARY SEWER CCTV INSPECTIONS TENDER

WHEREAS the Council of the Corporation of the Township of West Lincoln deems it expedient to enter into an agreement with Bob Robinson & Son Construction for the Sanitary Sewer CCTV Inspection Tender.

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

1. That, the Council of the Corporation of the Township of West Lincoln enter into an agreement with Bob Robinson & Son Construction for the Sanitary Sewer CCTV Inspection Tender; and,
2. That, the Mayor and Clerk be authorized to sign the above mentioned agreement, and any other related documents, and to affix the Corporate Seal thereto.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 11 DAY OF AUGUST 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-52

**A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN THE
CORPORATION OF THE TOWNSHIP OF WEST LINCOLN
AND BAIOTTO CONSTRUCTION CORPORATION FOR THE
ST. ANN'S ROAD RECONSTRUCTION WORK PROJECT**

WHEREAS the Council of the Corporation of the Township of West Lincoln
deems it expedient to enter into an agreement with Baiotto Construction Corp.
for the St. Ann's Road Reconstruction work project.

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

1. That, the Council of the Corporation of the Township of West Lincoln enter
into an agreement with Baiotto Construction Corp. for the St. Ann's Road
Reconstruction work project; and,
2. That, the Mayor and Clerk be authorized to sign the above mentioned
agreement, and any other related documents, and to affix the Corporate
Seal thereto.

**READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS 11
DAY OF AUGUST 2025.**

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-53

A BY-LAW TO AMEND ZONING BY-LAW NO. 2017-70, AS AMENDED, OF THE TOWNSHIP OF WEST LINCOLN

WHEREAS the Township of West Lincoln Council is empowered to enact this By-Law by virtue of the Provisions of Section 34 of the Planning Act, 1990, as amended;

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

- 1. THAT Schedule ‘A’ Map ‘D8’ to Zoning By-law No. 2017-70, as amended, is hereby amended by changing the zoning on PT LT 16 CON 4 Gainsborough as in RO481302 and PT LT 16 CON 4 Gainsborough as in RO722613, West Lincoln, municipally known as 4944 Concession 4 Road, shown on Schedule ‘A’, attached hereto and forming part of this By-law.
- 2. THAT Map ‘D8’ to Schedule ‘A’ to Zoning By-law No. 2017- 70, as amended, and lands zoned as Agricultural (A-7) with Holding Provision (H-11) is subject to this by-law.
- 3. THAT Part 13 of Zoning By-law 2017-70, as amended, is hereby amended by removing the holding provision (H-11) from Table 28.

Holding Provision #	Map #	Parent Zone	Permitted Uses Subject to Holding Provisions	Holding Provisions
H-11 By-law 2022-57	D8	A	Private club, limited to a gun club, provided that no residential use shall be permitted except for an existing dwelling, unless the gun club ceases and all related buildings and structure are removed.	Holding Provision shall not be removed until such time that the subject property being PIN: 46079-0111(LT) is merged on title with PIN:46079-0110 (LT) and there is an approved site plan on the resulting properties.

- 4. THAT, all other provisions of Zoning By-law 2017-70, as amended continues to apply;
- 5. THAT, this By-law shall become effective from and after the date of passing thereof.

READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS 11
DAY OF AUGUST, 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

EXPLANATION OF THE PURPOSE AND EFFECT OF BY-LAW NO. 2025-53

Location:

This By-law involves a parcel of land located on the south side of Concession 4 Road west of Silverdale Road and east of Highway 20.

Subject lands are legally described as PT LT 16 CON 4 Gainsborough as in RO481302 and PT LT 16 CON 4 Gainsborough as in RO722613, West Lincoln.

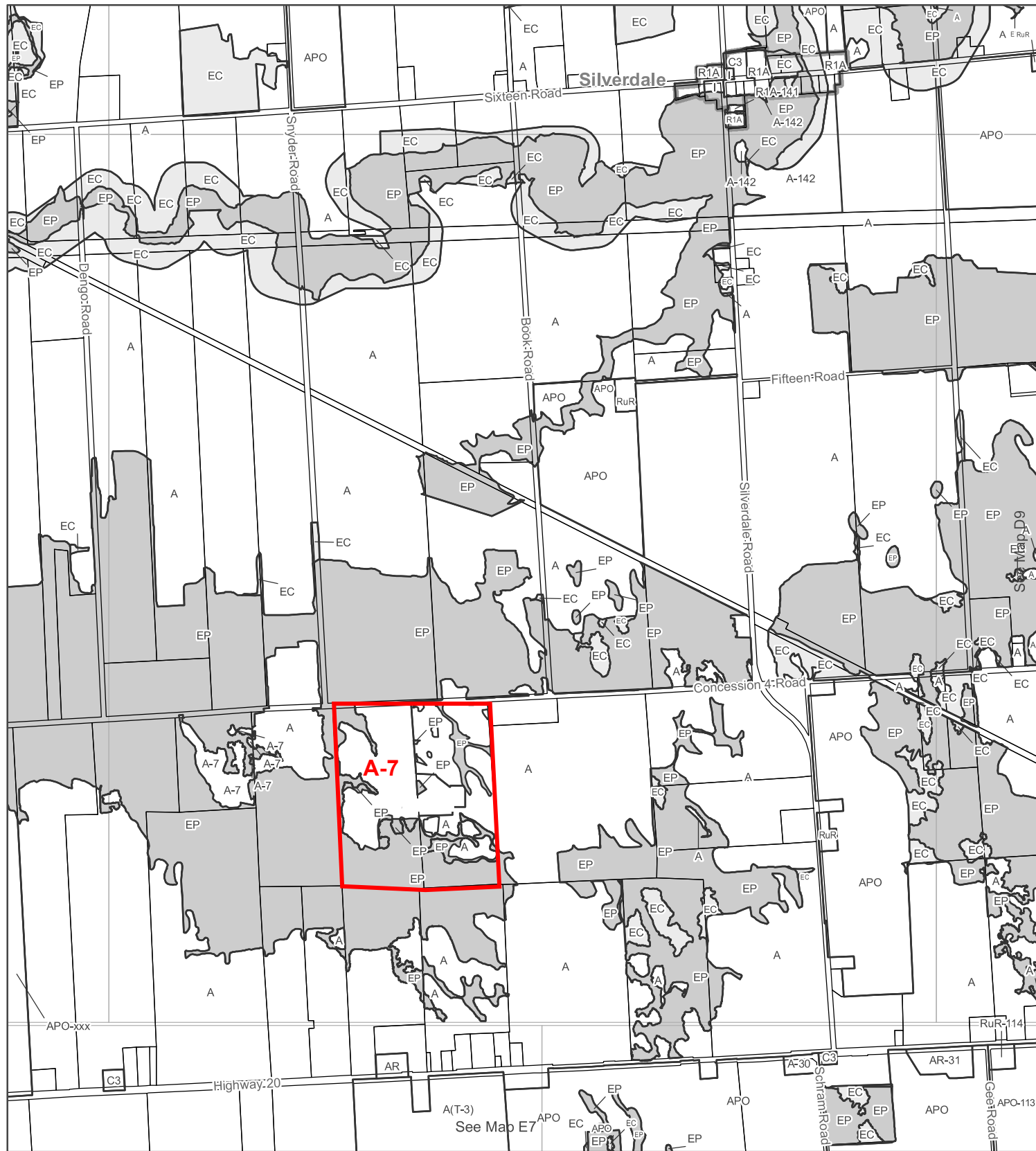
Purpose & Effect:

The subject lands have a site specific Agricultural A-7 zone that permits the gun range and the Holding Provision (H-11) was applied until such time as the separate PINs 46079-0111(LT) and 46079-0110 (LT) were consolidated and there was an approved site plan. Both of which are completed and the removal of the holding provision from Table 28 of Zoning By-law 2017-70, as amended is required.

File: 1601-006-25

Silverdale Sports Centre Ltd. (Joan E. Miller)

See Map D7



Township Key Map

A1	A2	A3	A4	A5					
B1	B2	B3	B4	B5	B6				
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
D1	D2	D3	D4	D5	D6	D7	D8	D9	D10
E1	E2	E3	E4	E5	E6	E7	E8	E9	
F1	F2	F3	F4	F5	F6	F7			

Smithville Key Map

S1	S2	S3
S4	S5	S6
S7	S8	S9

Legend:

- Settlement Area Boundary
- Zone Boundary
- EC
- EP
- Waste Management Facility Assessment Area

Page 148 of 152

Township of West Lincoln
Schedule A
Zoning By-law No.2017-70
Map
D8
1:20,000
0 500 m
Last Updated: July 2019
Page 29 of 56

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-54

A BY-LAW TO AMEND ZONING BY-LAW NO. 2017-70, AS AMENDED, OF THE TOWNSHIP OF WEST LINCOLN

WHEREAS the Township of West Lincoln Council is empowered to enact this By-Law by virtue of the Provisions of Section 34 of the Planning Act, 1990, as amended;

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

- 1. THAT Schedule ‘A’ Map ‘S5’ to Zoning By-law No. 2017-70, as amended, is hereby amended by changing the zoning on Lot 34, Plan M89, in the former Township of South Grimsby, in the Township of West Lincoln, Regional Municipality of Niagara, shown as the subject lands on Schedule ‘A’, attached hereto and forming part of this By-law.
- 2. THAT Map ‘S5’ to Schedule ‘A’ to Zoning By-law No. 2017- 70, as amended, and lands zoned as Residential Medium Density- (RM2-220) with Holding Provision (H-13) is subject to this by-law.
- 3. THAT Part 13 of Zoning By-law 2017-70, as amended, is hereby amended by removing the holding provision (H-13) from Table 28.

Holding Provision #	Map #	Parent Zone	Permitted Uses Subject to Holding Provisions	Holding Provisions
H-13 By-law 2023-17	S5	RM2	All permitted uses of the parent zone, except existing uses	No building permits shall be issued until a development agreement is approved

- 4. THAT, all other provisions of Zoning By-law 2017-70, as amended continues to apply;
- 5. THAT, this By-law shall become effective from and after the date of passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 11 DAY OF AUGUST, 2025.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

EXPLANATION OF THE PURPOSE AND EFFECT OF BY-LAW NO. 2025-54

Location:

This By-law involves a parcel of land located on the north side of Mill Street in the cul-de-sac.

Subject lands are legally described as Lot 34, Plan M89.

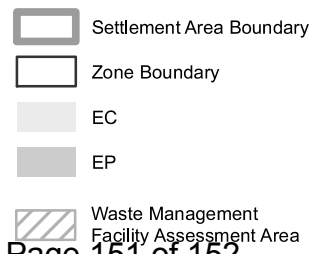
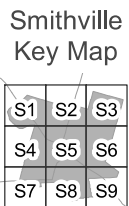
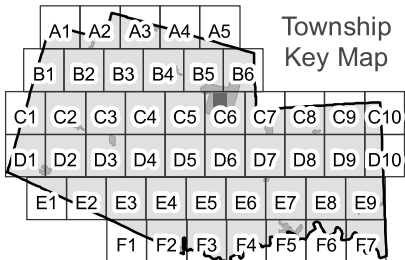
Purpose & Effect:

The subject lands have a site specific Residential Medium Density RM2-220 zone that permits the three street townhouse development.

The holding provision was applied until such time as the Owner enter into a Development Agreement. The agreement was signed on January 30, 3025 and the credit/security along with the administration fee was paid. Therefore, the holding provision can be removed.

File: 1601-007-25

Tri-Point Homes Inc. (Olufemi Oyegbami)



Township of West Lincoln
 Schedule A
 Zoning By-law No.2017-70

Map
S5

1:6,000
 0 150 m

Last Updated: July 2019

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-55

**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 (All Committees) at its regular meeting of August 11, 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
11 DAY OF AUGUST, 2025.**

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK