



**TOWNSHIP OF WEST LINCOLN
OPERATIONS COMMITTEE
AGENDA**

MEETING NO. FOUR

Monday, September 8, 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. CHAIR - Councillor William Reilly

Prior to commencing with the Operations Committee meeting agenda, Chair Reilly noted the following:

1. Comments can be made from members of the public for a matter that is on the agenda by advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.
2. The public may submit written comments for matters that are on the agenda to jpaylove@westlincoln.ca before 4:30 p.m. on the day of the meeting for consideration by the Committee. Comments received after 4:30 p.m. on the day of the Committee meeting will be considered at the following Council meeting. Comments submitted are included in the record.
3. This meeting will be livestreamed as well as recorded and available on the Township's website.

2. LAND ACKNOWLEDGEMENT STATEMENT

The Township of West Lincoln, being part of Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hatiwendaronk, the Haudenosaunee, and the Anishinaabe, including the Mississaugas of the Credit First Nation. There are many First Nations, Métis, and Inuit from across Turtle Island that live and work in Niagara today. The Township of West Lincoln, as part of the Regional Municipality of Niagara,

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

- 3. **CHANGE IN ORDER OF ITEMS ON AGENDA**
- 4. **DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST**
- 5. **APPOINTMENTS**

There are no appointments/presentations.

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

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

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

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

- 7. **CONSENT AGENDA ITEMS**

There are no consent agenda items.

- 8. **COMMUNICATIONS**

There are no communications.

- 9. **STAFF REPORTS**

9.1 ITEM OC21-25

4

Manager, Operations (Tray Benish) and Director, Infrastructure (Mike DiPaola)
Re: Recommendation Report O-17-2025 - Heavy Truck Restrictions on Young St, South Grimsby Road 8, and South Chippawa Road

RECOMMENDATION:

- 1. That, Recommendation Report O-17-2025, “Heavy Truck Restrictions on Young St, South Grimsby Rd 8, and South Chippawa Road”, dated September 8, 2025, be received; and,
- 2. That, a draft bylaw such as the one attached as Schedule “A” to amend Schedule “S” of By-Law 89-2000 to include heavy truck restrictions on Young Street (between Regional Road 14 and Regional Road 12), South Grimsby Road 8 (between Regional Road 20 and Twenty Road), and South Chippawa Road (between Regional Road 63 and Regional Road 2), be approved.

9.2 ITEM OC22-25

11

Director, Infrastructure (Mike DiPaola)
Re: Information Report O-22-2025 - Road Safety Action Plan Update

RECOMMENDATION:

1. That, Information Report O-22-2025, "Road Safety Action Plan Update", dated September 8, 2025, be received

10. OTHER BUSINESS

10.1 ITEM OC23-25

Members of Council

Re: Other Business Items of an Informative Nature

11. NEW BUSINESS

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

12. CONFIDENTIAL MATTERS

There are no confidential matters.

13. ADJOURNMENT

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

DATE: September 8, 2025

REPORT NO: O-17-2025

SUBJECT: **Heavy Truck Restrictions on Young St, South Grimsby Road 8, and South Chippawa Road**

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

OVERVIEW:

- Following the past winter season, significant pavement failures and structural deterioration have occurred along roads throughout the Township, primarily along Young Street, South Grimsby Road 8, and South Chippawa Road, resulting in accelerated road damage from heavy truck traffic.
- Through inquiries from the public, Council members, and after completing a review, administration have identified the need to mitigate further deterioration and protect these corridors from premature failure through restrictions on heavy truck use.
- It is recommended that heavy truck access be prohibited on the identified sections of roadway, with exemptions only as permitted under the Highway Traffic Act (e.g., local deliveries, emergency services, farm machinery), through an amendment to Schedule “S” of the Township’s Traffic and Parking By-law 89-2000.
- Implementing these restrictions will reduce further damage to the road base and surface and allow staff to better prioritize and plan for long-term rehabilitation efforts.

RECOMMENDATION:

1. That, Recommendation Report O-17-2025, “Heavy Truck Restrictions on Young St, South Grimsby Rd 8, and South Chippawa Road”, dated September 8, 2025, be received; and,
2. That, a draft bylaw such as the one attached as Schedule “A” to amend Schedule “S” of By-Law 89-2000 to include heavy truck restrictions on Young Street (between Regional Road 14 and Regional Road 12), South Grimsby Road 8 (between Regional Road 20 and Twenty Road), and South Chippawa Road (between Regional Road 63 and Regional Road 2), be approved.

ALIGNMENT TO STRATEGIC PLAN:

Theme # 1

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

BACKGROUND:

The Township of West Lincoln maintains a road network that serves a mix of residential, agricultural, and commercial/industrial users. As part of this network, certain roadway segments are designated with heavy truck restrictions under Schedule “S” of the Township’s Traffic and Parking By-law 89-2000. These restrictions are generally applied where road conditions, roadway geometry, or community impacts make it unsuitable for accommodating large volumes of heavy truck traffic.

The intent of these restrictions is to:

- Preserve the structural integrity and extend the service life of roadway assets that were not designed to withstand repeated heavy truck loading.
- Enhance roadway safety by reducing conflicts between heavy trucks, passenger vehicles, cyclists, and pedestrians.
- Direct heavy truck traffic toward arterial and regional roadways that are built to accommodate higher load demands.

Over time, these truck restriction designations have proven effective in protecting vulnerable road segments while ensuring that local deliveries and farm equipment can continue to access properties under exemptions permitted by the Highway Traffic Act. The proposed restrictions identified in this report are consistent with this established practice and reflect the Township’s ongoing approach to managing heavy truck activity in appropriate areas of the network.

CURRENT SITUATION:

During the 2025 early Spring season, Township administration observed accelerated deterioration on several roadway segments within the Township’s network. In particular, Young Street, South Grimsby Rd 8, and South Chippawa Road experienced extensive pavement failures and rutting. These conditions have been further compounded by ongoing heavy truck usage, which has significantly reduced the service life of these roads and created additional pavement repairs.

In response, Township administration has concerns regarding the long-term viability of these corridors if truck traffic is permitted to continue without restrictions. The combination of repeated freeze-thaw cycles, structural integrity on these rural roadways, and the use by

heavy trucks has resulted in conditions that require immediate intervention to prevent further costly damage.

The Township's Traffic and Parking By-law 89-2000 provides authority to regulate and restrict truck traffic on designated roadways, through Schedule "S". A review of the affected road segments indicates that restricting heavy truck access is an appropriate and necessary measure to preserve the integrity of the infrastructure until such time that full reconstruction can be considered through the Township's capital planning process.

Administration is recommending that Schedule "S" of By-Law 89-2000 be amended to include heavy truck restrictions on these three road sections:

- Young Street – Between Regional Road 14 (Thirty Rd) and Regional Road 12 (Grimsby Rd)
- South Grimsby Road 8 – Between Regional Road 20 and Twenty Road
- South Chippawa Road – Between Regional Road 63 (Canborough Rd) and Regional Road 2 (Caistorville Rd)

FINANCIAL IMPLICATIONS:

The approximate total pavement repair costs on these sections of roads were in the order of \$50,000 to \$60,000.

Signage restricting heavy truck will help mitigate any future repair costs. Heavy truck restriction signage will need to be installed on each road segment at an approximate cost of \$500.

There are sufficient funds in the 2025 approved Operating Budget to cover this cost.

INTER-DEPARTMENTAL COMMENTS:

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

CONCLUSION:

The deterioration of Young Street, South Grimsby Rd 8, and South Chippawa Road has highlighted the vulnerability of certain rural roadways within the Township when subjected to sustained heavy truck traffic. Implementing truck restrictions on these sections, consistent with the Township's existing practice and authority under the Traffic and Parking By-law 89-2000, represents a proactive step to mitigate pavement deterioration, roadway failures, and additional maintenance / repair costs. By updating Schedule "S" to

include these road segments, Council will ensure that truck traffic is directed to appropriate corridors while maintaining essential access for local needs.

SCHEDULE(S)

SCHEDULE A – By-Law 2025-XX – Schedule “S” amendment

SCHEDULE B – Proposed Schedule “S” Update

SCHEDULE C – Township Map Showing Restriction Locations

Prepared & Submitted by:

Approved by:

Tray Benish, CRS-S
Manager of Operations

Truper McBride
Chief Administrative Officer

Mike DiPaola, P.Eng
Director, Infrastructure

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2025-XX

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

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

AND WHEREAS The Council of the Corporation of the Township of West Lincoln now deems it expedient to amend Schedule “S” of By-Law 89-2000 which provides for the prohibition of heavy vehicles on highways within the Township.

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

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





**READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS 22
DAY OF SEPTEMBER, 2025.**

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

SCHEDULE "S"
(By-law 89-2000)
HEAVY VEHICLES PROHIBITED ON HIGHWAYS

COLUMN 1	COLUMN 2		COLUMN 3	BYLAW #	BYLAW DATE	repealed by
HIGHWAY	FROM	TO	TIMES			
Caistor/Gainsborough Townline Road	Regional Road 14	Regional Road 63	ALL	2006-121	Aug/21/06	
Dufferin Street	St. Catharines Street (Regional Road 20)	the north end of Dufferin Street	ALL	2009-126	Dec 14/09	
St. Ann's Road	Regional Road 20	Regional Road 69	ALL	2003-98	Jul/28/03	
Young Street	Regional Road 14	Regional Road 12	ALL	2025-XX		
South Grimsby Road 8	Regional Road 20	Twenty Road	ALL	2025-XX		
South Chippawa Road	Regional Road 63	Regional Road 2	ALL	2025-XX		

 Arena
 Township
 Offices
 Public School
 Seperate
 School



DATE: September 8, 2025

REPORT NO: O-22-2025

SUBJECT: Road Safety Action Plan Update

CONTACT: Mike DiPaola, P.Eng
Director, Infrastructure

OVERVIEW:

- A report was presented to the Operations Committee on May 12, 2025, recommending that Council approve the proposal to utilize the Township's share of the Region's Vision Zero Revenue program (totaling \$56,954.00) to develop and issue a Request for Proposal (RFP) to retain a qualified consultant to create a comprehensive Road Safety Action Plan.
- A Request for Proposal (RFP) for this assignment was posted in July 2025 with a closing date of July 31, 2025. Four proposals were received and reviewed.
- As per the Township's Procurement Policy, LEA Consulting Ltd., (LEA) had the overall highest score and Administration has awarded this assignment to LEA through delegated authority.
- LEA Consulting Ltd., will be available to present their workplan to the Operations Committee on Tuesday October 14th, 2025.
- The purpose of the October 14th presentation will be to inform Committee/Council Members on the work plan and the deliverables associated with this Road Safety Action Plan.
- In order for a successful project delivery, it is important that Council Members are well informed of the work plan and deliverables prior to any public engagement, commencement of data collection, commencement of any pilot projects, and consultation with the community.

RECOMMENDATION:

1. That, Information Report O-22-2025, "Road Safety Action Plan Update", dated September 8, 2025, be received

ALIGNMENT TO STRATEGIC PLAN:

Theme # 1

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

Respecting Our Roots, Realizing Our Future

BACKGROUND:

Niagara Region's Vision Zero Program aims to eliminate traffic fatalities and serious injuries on Regional Roads through measures such as Automated Speed Enforcement (ASE) and Red Light Camera (RLC). Any net revenues from these measures are split 50/50 between the Region and the Local Area Municipalities, including the Township of West Lincoln. The revenue received by the Township is to be reinvested into road safety related programs and educational initiatives. The Township's share of the Vision Zero program revenues for 2024 was \$56,954.00.

A report was presented to the Operations Committee on May 12, 2025, recommending that Council approve the proposal to utilize the Township's share, totalling \$56,954.00 to develop and issue a Request for Proposal (RFP) to retain a qualified consultant to create a comprehensive Road Safety Action Plan.

CURRENT SITUATION:

An RFP for this assignment was posted in July 2025 with a closing date of July 31, 2025. Four proposals were received and reviewed. The proposal submissions were evaluated based on a value for money assessment with 80% towards technical criteria (Expertise; Experience; Methodology/Work Plan; Public Engagement; and Timeline) and with 20% towards costs. The proposal submissions and a summary of Administration's evaluation is summarized below:

Vendor/Consultant	RFP Price	RFP Score
LEA Consulting Ltd.	\$79,975.00	880
CIMA	\$99,790.00	800
Concept Dash	\$39,900.00	780
30 Forensic Engineering Inc	\$131,556.00	600

As per the Township's Tendering and Purchasing Policy, LEA Consulting Ltd., (LEA) had the overall highest score and Administration has awarded this assignment to LEA through delegated authority. LEA has the necessary expertise and experience to complete this project successfully.

The RFP Document was structured in a way to award the assignment based on the existing budget amount (\$56,954.00) in order to commence the Road Safety Action Plan now (in 2025) with a provisional price to continue and finalize the Road Safety Action Plan in 2026 when additional revenue is received from Niagara Region from the Vision Zero Program.

A project / kick off meeting was held on August 29th, 2025, between Administration and LEA Consulting Ltd., to commence the workplan as outlined in the RFP document and consultant's proposed workplan.

LEA Consulting Ltd., will be available to present their workplan to the Operations Committee on Tuesday October 14th, 2025. The purpose of this presentation will be to inform Committee/Council Members on the work plan and the deliverables associated with the Study / Action Plan. For a successful project delivery, it is important that Council Members are well informed of the work plan and deliverables prior to any public engagement, commencement of data collection, commencement of any pilot projects, and consultation with the community.

FINANCIAL IMPLICATIONS:

At the May 12, 2025, meeting, Operations Committee approved Budget Amendment (BA2025-05) in the amount of \$56,954.00 for this project, with funding from the Vision Zero Program revenues.

This assignment has been awarded to LEA Consulting Ltd., based on the existing budget amount of \$56,954.00, in order to commence the Road Safety Action Plan now (in 2025). The remaining costs/fees for this assignment will be awarded when additional revenue is received from Niagara Region from the Vision Zero Program. It is expected that this additional revenue will be received in May or June of 2026.

INTER-DEPARTMENTAL COMMENTS:

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

CONCLUSION:

The purpose of this Report is to provide an update to Operations Committee/Council members on the Road Safety Action Plan. This work has been awarded to LEA Consulting Ltd., and the project has commenced with a project/kick off meeting on August 29th, 2025. LEA Consulting Ltd., will be available to present their workplan and the deliverables of this Study to the Operations Committee on Tuesday October 14th, 2025.

SCHEDULE(S)

N/A

Prepared & Submitted by:

Mike DiPaola, P.Eng
Director, Infrastructure

Approved by:

Truper McBride
Chief Administrative Officer