



TOWNSHIP OF WEST LINCOLN
ALL COMMITTEES (INCLUDING PUBLIC MEETINGS)
MINUTES

MEETING NO. SIXTEEN

Monday, December 8, 2025, 5:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

Absent with regrets: Councillor Mike Rehner: Notification Provided

Staff: Truper McBride, CAO
Justin Paylove, Manager, Legislative Services/Clerk
Jessica Dyson, Director, Legal and Legislative Services
Gerrit Boerema, Director, Growth and Sustainability
Susan Smyth, Manager, Community Planning and Design*
Robin Shugan, Senior Planner*
Cynthia Summers, Director, Community and Protective Services
Roberta Keith, Manager, IT and Enterprise Solution
Tim Hofsink, Fire Chief
Ben Agro, Chief Building Official
Kevin Geoghegan, IT Help Desk Analyst

Attendees: Albert Witteveen, Regional Councillor
Kim Hessles-Glenney*
Jason Reynar, Lerner's LLP*

Attended part-time*

1. CHAIR - Mayor Cheryl Ganann

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

1. The public may submit comments for matters that are on the agenda to jpaylove@westlincoln.ca before 4:30 pm. on the day of the meeting. Comments submitted will be considered as public information and read into public record.
2. This meeting is being livestreamed as well as recorded and will be available on the Township's website.

2. LAND ACKNOWLEDGEMENT STATEMENT

The Township of West Lincoln, being part of Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hattiwendaronk, the Haudenosaunee, and the Anishinaabe, including the Mississaugas of the Credit First Nation. There are many First Nations, Métis, and Inuit from across Turtle Island that live and work in Niagara today. The Township of West Lincoln, as part of the Regional Municipality of Niagara, stands with all Indigenous people, past and present, in promoting the wise stewardship of the lands on which we live.

3. CONFIDENTIAL MATTERS

Moved By Councillor Shelley Bradaric

Seconded By Councillor Greg Maychak

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

3.1 Jason W. Reynar,
Re: Annual Legal File Update

Applicable closed session exemption(s):

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

Carried

3.1 General Counsel (Jason Reynar, Lerner LLP) and Director, Legal and Legislative Services (Jessica Dyson)

4. DISCLOSURE OF CONFIDENTIAL MATTERS

Council rose without reporting, receiving a confidential report.

That, Information Report LLS-14-2025, titled “Confidential Information Report – Year End Legal Matters Update 2025”, dated December 8, 2025, be received.

5. CHANGE IN ORDER OF ITEMS ON AGENDA

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

7. APPOINTMENTS

There were no appointments

8. 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.

9. PUBLIC MEETING(S)

- 9.1 Proposed Amendment to the fees and Charges By-law for 2026 and the intent to pass an associated By-law.

In accordance with the Building Code Act, S.O. 1992 Section 7 and The Municipal Act, 2001, the Township of West Lincoln gives notice it will hold a Public Meeting in relation to new building fees and charges for 2026 and the intent to pass an associated by-law

- 9.2 4421 and 4373 Regional Road 20, Concession 4 Part Lot 19 and Concession 4 Part Lot 20, File No: 1601-11-2025

An Application was submitted to fulfill conditions of consent related to Consent File No. B082025WL to rezone Parcel 1 from Agriculture (A) Zone to a site-specific Rural Residential (RuR) Zone. The site-specific provision request is to permit the use of the existing semi-detached dwelling. Additionally, this application seeks to rezone Parcel 2 from Agriculture (A) Zone to a site-specific Rural Residential (RuR) Zone. The site-specific provision request is to increase the maximum ground floor

area of an existing accessory building from 120 square metres to 350 square metres.

9.3 3750 Concession 1 Road, Concession 1 Part Lot 26, Former Township of Gainsborough File No. 1601-010-2025

An application was submitted to fulfill Conditions of Consent related to Consent File No. B07/2025WLis to rezone 3750 Concession 1 Road from Agriculture (A) Zone to a site-specific Rural Residential (RuR) Zone for Part 1 (severed parcel) with the single detached dwelling. The site-specific provision request is to permit the use of the existing single detached dwelling with a reduced front yard setback of 9.12 metres. Additionally, this application seeks to rezone Part 2 (retained agricultural lands) from Agriculture (A) Zone to a site-specific Agricultural Purposes Only (APO) Zone with a site-specific provision for a reduced lot area of 20.2 hectares.

10. STAFF REPORTS

10.1 Growth and Sustainability Committee

10.1.1 Director, Growth and Sustainability (Gerrit Boerema) and Chief Building Official (Ben Agro)

Re: Recommendation Report BLDG-12-2025 - Building Fees By-law Review and Proposed 2026 Fees

Moved By Councillor Joann Chechalk

Seconded By Councillor Shelley Bradaric

1. That, Recommendation Report BLDG-12-2025 titled “Recommendation Report – 2025 Building Fees By-Law Review Report” dated December 8, 2025, be received; and,
2. That, the “Building Permit Fees Review”, as attached to this report, prepared by BMA Management Consulting, be accepted and approved; and,
3. That, Council direct Administration to implement all recommendations as outlined in the attached “Building Permit Fees Review”, and to include the new building permit fees in the Consolidated User Fees and Charges By-Law, for approval with an effective date of January 1, 2026.

Carried

Moved By Councillor Joann Chechalk
Seconded By Councillor Jason Trombetta

That, resolution 3 be amended to enact the newly proposed building fees increase on April 1, 2026 instead of January 1, 2026.

Lost

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

Re: Recommendation Report PD-46-2025 Zoning By-law Amendment Application for 4421 and 4373 Regional Road 20 (File No. 1601-011-25)

Moved By Councillor Joann Chechalk
Seconded By Councillor Shelley Bradaric

1. That, Recommendation Report PD-46-2025, titled "Recommendation Report - Zoning By-law Amendment for 4421 and 4373 Regional Road 20 (File No. 1601-011-25)" dated December 8, 2025 be received; and,
2. That, the Application for the Zoning By-law Amendment File No. 1601-011-25 to rezone Parcel 1 from Agriculture (A) Zone to the site-specific Rural Residential Zone (RuR-252) and Parcel from Agriculture (A) Zone to the site-specific Rural Residential Zone (RuR-253) Zone 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

10.1.3 Manager, Community Planning and Design (Susan Smyth)

Re: Recommendation Report PD-47-2025 – Zoning By-law Amendment Application (File No. 1601-010-25) for 3750 Concession 1 Road

Moved By Councillor William Reilly
Seconded By Councillor Greg Maychak

1. That, Recommendation Report PD-47-2025, titled “Recommendation Report – Zoning By-law Amendment Application (File No. 1601-010-25) for 3750 Concession 1 Road”, dated December 8, 2025, be received; and,
2. That, the Application for Zoning By-law Amendment File No. 1601-010-25 to rezone the severed parcel (Part 1) from Agricultural (A) Zone to a site-specific Rural Residential (RuR-250) Zone and the retained parcel (Part 2) from Agricultural (A) Zone to a site-specific Agricultural Purpose Only (APO-251) Zone be approved in accordance with the attached amending Zoning By-law and Schedule; and,
3. That, Council authorizes the Mayor and Clerk to sign the necessary by-law.

Carried

10.1.4 Chief Building Official (Ben Agro)

Re: Information Report BLDG-11-2025 - 2024 Building Department Annual Budget Report

Moved By Councillor Greg Maychak

Seconded By Councillor William Reilly

1. That, Information Report BLDG-11-2025, titled “2024 Building Department Annual Budget Report”, dated December 8, 2025, be received.

Carried

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

Re: Recommendation Report PD-44-2025 - Township Initiated House Keeping Amendments to Zoning By-law 2017-70, as amended

Moved By Councillor Joann Chechalk

Seconded By Councillor Shelley Bradaric

1. That, Recommendation Report PD-44-2025, titled “Recommendation Report – Township Initiated House

Keeping Amendments to Zoning By-law 2017-70, as amended” (File 1601-012-25), be received; and,

2. That, Administration be directed to conduct public consultation and prepare an Information Report and present at a future Public Meeting.

Carried

10.1.6 Director, Growth and Sustainability (Gerrit Boerema)

Re: Information Report PD-49-2025 - Update on Provincial Legislation Changes – Bill 17, 56 and 60

Moved By Councillor William Reilly

Seconded By Councillor Jason Trombetta

That, Information Report PD-49-2025 titled “Information Report, Update on Provincial Legislation Amendments – Bill 17, 56 and 60” dated December 8, 2025, be received.

Carried

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

Re: Information Report PD-45-2025 – Status of Site Plan Approvals

Moved By Councillor Shelley Bradaric

Seconded By Councillor Joann Chechalk

1. That, Information Report PD-45-2025 titled “Information Report – Status of Site Plan Approvals”, dated December 8, 2025, be received.

Carried

10.2 Community and Protective Services Committee

10.2.1 Director, Community and Protective Services (Cynthia Summers)

Re: Recommendation Report CS-10-2025 - YMCA Partnership – 2026 March Break Camp – Fee Waiver

Moved By Councillor Shelley Bradaric
Seconded By Councillor Jason Trombetta

1. That, Recommendation Report CS-10-2025 titled “YMCA Partnership – 2026 March Break Camp – Fee Waiver” dated November 17, 2025, be received; and,
2. That, Council approves a fee waiver of \$1,740 to allow for the YMCA to provide March Break Programming at the West Lincoln Community Centre for 2026.

Carried

10.2.2 Fire Chief (Tim Hofsink)

Re: Information Report WLFD-11-2025 - Monthly Update - November 2025

Moved By Councillor William Reilly
Seconded By Councillor Shelley Bradaric

1. That, Information Report WLFD-11-2025 titled “Monthly Update - November 2025”, dated December 8, 2025, be received.

Carried

11. COMMUNICATIONS

11.1 Councillor William Reilly

Re: Sex Offender Registry

Moved By Councillor William Reilly
Seconded By Councillor Greg Maychak

WHEREAS the current provisions of Christopher’s Law (Sex Offender Registry), 2000, restrict access to the Ontario Sex Offender Registry to law enforcement agencies, limiting public awareness of individuals convicted of sexual offences living within their communities;

AND WHEREAS public access to information about registered sex offenders can empower residents to take informed precautions to enhance community safety, particularly for vulnerable populations such as children;

AND WHEREAS transparency and access to information are key components of public safety policy, and a public version of the registry

could balance safety and privacy;

AND WHEREAS there is growing concern regarding the revolving door justice system and the need for stronger measures to address repeat and high-risk offenders;

NOW THEREFORE BE IT RESOLVED that Council for Corporation of the Township of West Lincoln enacts as follows:

1. That Council formally request that the Government of Ontario amend Christopher's Law (Sex Offender Registry), 2000, to permit public access to the Ontario Sex Offender Registry; and
2. That Council further request that the Government of Ontario:
3. Take action to end the revolving door justice system by strengthening bail laws and ensuring repeat offenders are kept off the streets;
4. Impose tougher sentencing for serious crimes, particularly those involving children; and Strengthen and expand the Sex Offender Registry to include stronger monitoring, supervision, and restrictions for repeat and high-risk offenders; and
5. That a copy of this resolution be circulated to the Premier of Ontario, the Attorney General of Ontario, the Solicitor General of Ontario, all regional Members of Provincial Parliament, Niagara region municipalities and all Niagara MPP's.

Carried

11.2 Joint Accessibility Advisory Committee

Re: Minutes - November 13, 2025

Moved By Councillor Jason Trombetta

Seconded By Councillor Shelley Bradaric

1. That, the minutes from the Joint Accessibility Advisory Committee dated November 13, 2025 be received.

Carried

12. OTHER BUSINESS

12.1 Members of Committee

Councillor Maychak,

Re: Wish everyone a safe and happy holiday

12.2 Members of Council

13. NEW BUSINESS

14. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 8:04 p.m.

JUSTIN PAYLOVE, MANAGER OF
LEGISLATIVE SERVICES/CLERK

MAYOR CHERYL GANANN