

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN COUNCIL AGENDA

MEETING NO. TWO

Monday, February 23, 2026, 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" - Cairn Christian School**

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

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

2. **LAND ACKNOWLEDGEMENT STATEMENT**

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

3. **OPENING PETITION - Councilor Jason Trombetta**

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

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

6. REQUEST TO ADDRESS ITEMS ON THE AGENDA

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

6.7 Public Comment at Council

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

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

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

7. APPOINTMENTS/PRESENTATIONS

7.1 Niagara Regional Police - Chief Fordy and Staff Sergeant Bourgeois 5
Re: Update - West Lincoln
POWERPOINT PRESENTATION

7.2 Dave Bylsma
Re: Presentation regarding previous Council direction

8. REGIONAL COUNCILLOR'S REMARKS

9. CONFIRMATION OF MINUTES

9.1 Council Minutes 20
Re: Minutes January 26, 2026

Moved By Councillor Jason Trombetta

- 1. That the minutes relating to the January 26, 2026, Council Meeting, and the recommendations contained therein, be accepted.

9.2 Public Meeting under the Planning Act 48
Re: Minutes - February 9, 2026

Moved By Councillor Joann Chechalk

- 1. That the minutes relating to the February 13, 2026, Public Meetings, be accepted.

10. COMMUNICATIONS

10.1 Regional Chair Bob Gale
Re: Letter regarding Niagara Regional Governance Review
FOR INFORMATION

11. MAYOR'S REMARKS

12. REPORT OF COMMITTEE

- 12.1 Growth and Sustainability Committee 82
Re: Minutes - February 9, 2026
CONFIDENTIAL MINUTES UNDER SEPARATE COVER

Moved By Councillor Greg Maychak

1. That the minutes relating to the February 9, 2026, Growth and Sustainability Committee Meeting, be accepted; and,
2. That the confidential minutes relating to the closed session portion on February 9, 2026, Growth and Sustainability Committee Meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided in Section 239 of the Municipal Act.

- 12.2 Infrastructure Committee 87
Re: Minutes - February 9, 2026

Moved By Councillor William Reilly

1. That the minutes relating to the February 9, 2026, Infrastructure Committee Meeting be accepted

- 12.3 Corporate Services Committee 92
Re: Minutes - February 17, 2026

Moved By Councillor Shelley Bradaric

1. That the minutes relating to the February 17, 2026, Corporate Services Committee Meeting, be accepted

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

16. NEW ITEMS OF BUSINESS

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

17. CONFIDENTIAL MATTERS

There are no confidential matters

18. DISCLOSURE OF CONFIDENTIAL MATTERS

19. BY-LAWS

Moved By Councillor William Reilly

1. That leave be granted to introduce By-Laws 2026-05, 2026-06, 2026-07, 2026-08, and 2026-09 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 2026-05
Being a By-law to amend By-law 2025-72, Consolidate Fees and Charges to establish User Fees and Charges for Services, Activities or the use of Property within the Township of West Lincoln | 125 |
| 19.2 | BY-LAW 2026-06
A By-law to name the road within the draft plan of vacant land condominium Abingdon Rd Development, Township of West Lincoln | 155 |
| 19.3 | BY-LAW 2026-07
A By-law to amend By-law 2025-02 Delegate Powers and Duties to Officers, Schedule F (Director, Community and Protective Services) to add authority to pursue partnerships through waiver fees. | 157 |
| 19.4 | BY-LAW 2026-08
A By-law to authorize an agreement between the Corporation of the Township of West Lincoln and Bertha Lynn Snippe, Leonard Bert Snippe, Jennifer Nicole Snippe and Justin Leonard Snippe. | 161 |
| 19.5 | BY-LAW 2026-09
A By-law to adopt, confirm and ratify matters dealt with by Council Resolution. | 162 |

20. ADJOURNMENT

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

Niagara Regional Police Service

Township of West Lincoln



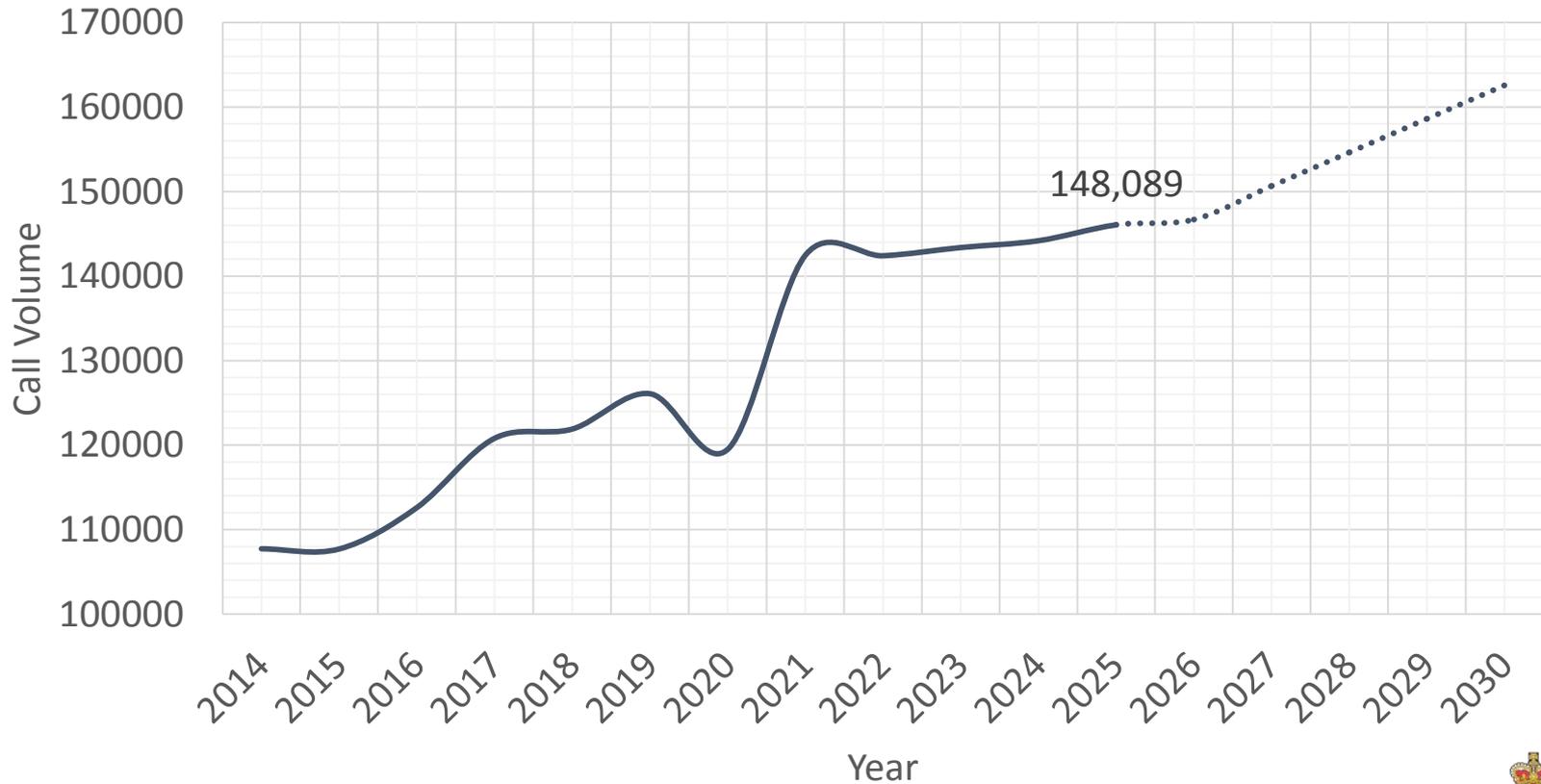
CHIEF'S VISION

Community Centric Policing Professionalism
Intelligence Led Caring Continuous Improvement
Responsibility Modernization Loyalty Cooperation
Wellness Trust **Community** Compliance
Helpful Courtesy Stratified Policing
Right-Sizing Communication Unity Innovation Diversity
Community Engagement Leadership Respect
Transparency and Mobilization

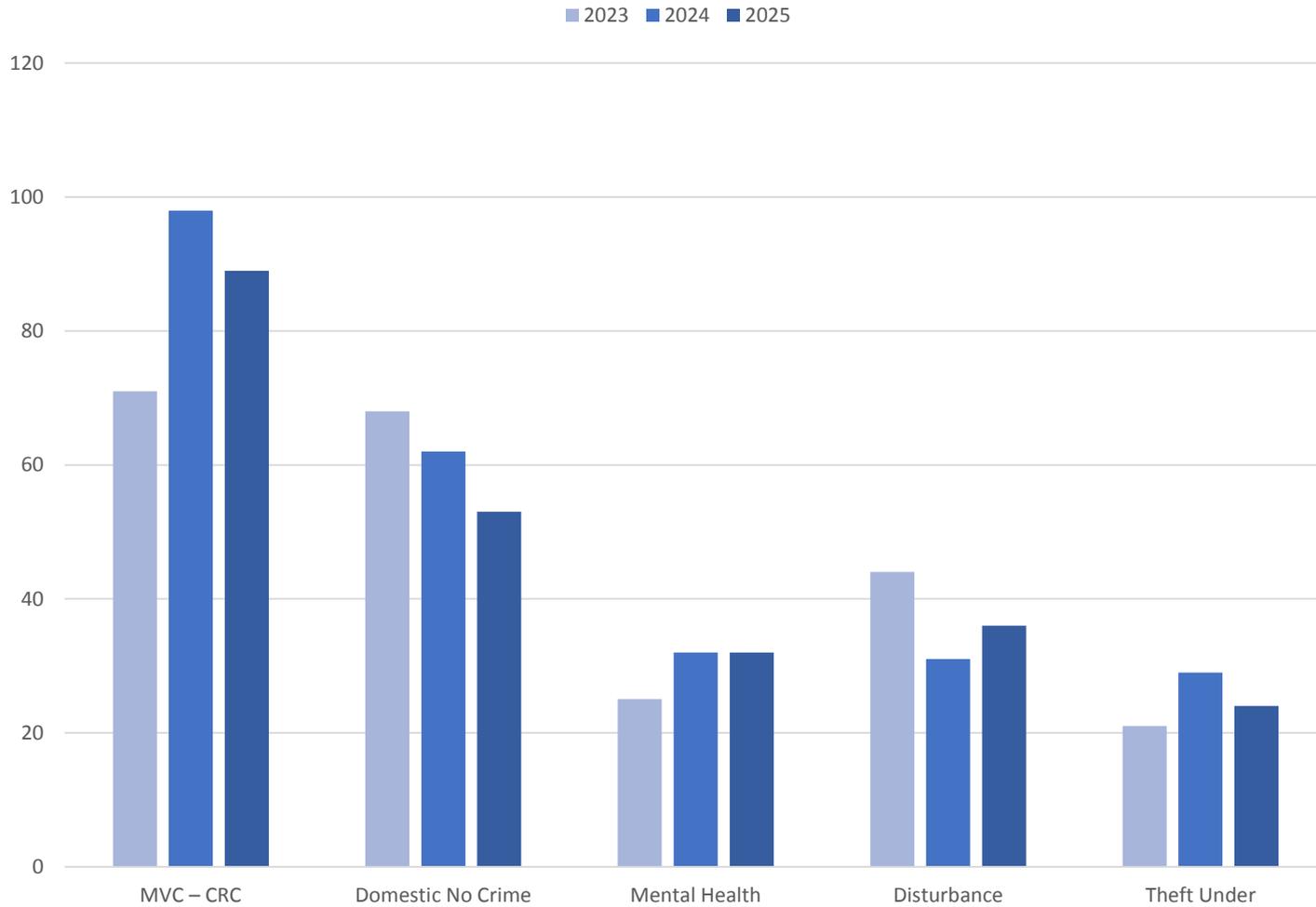


CALLS FOR SERVICE (BY YEAR)

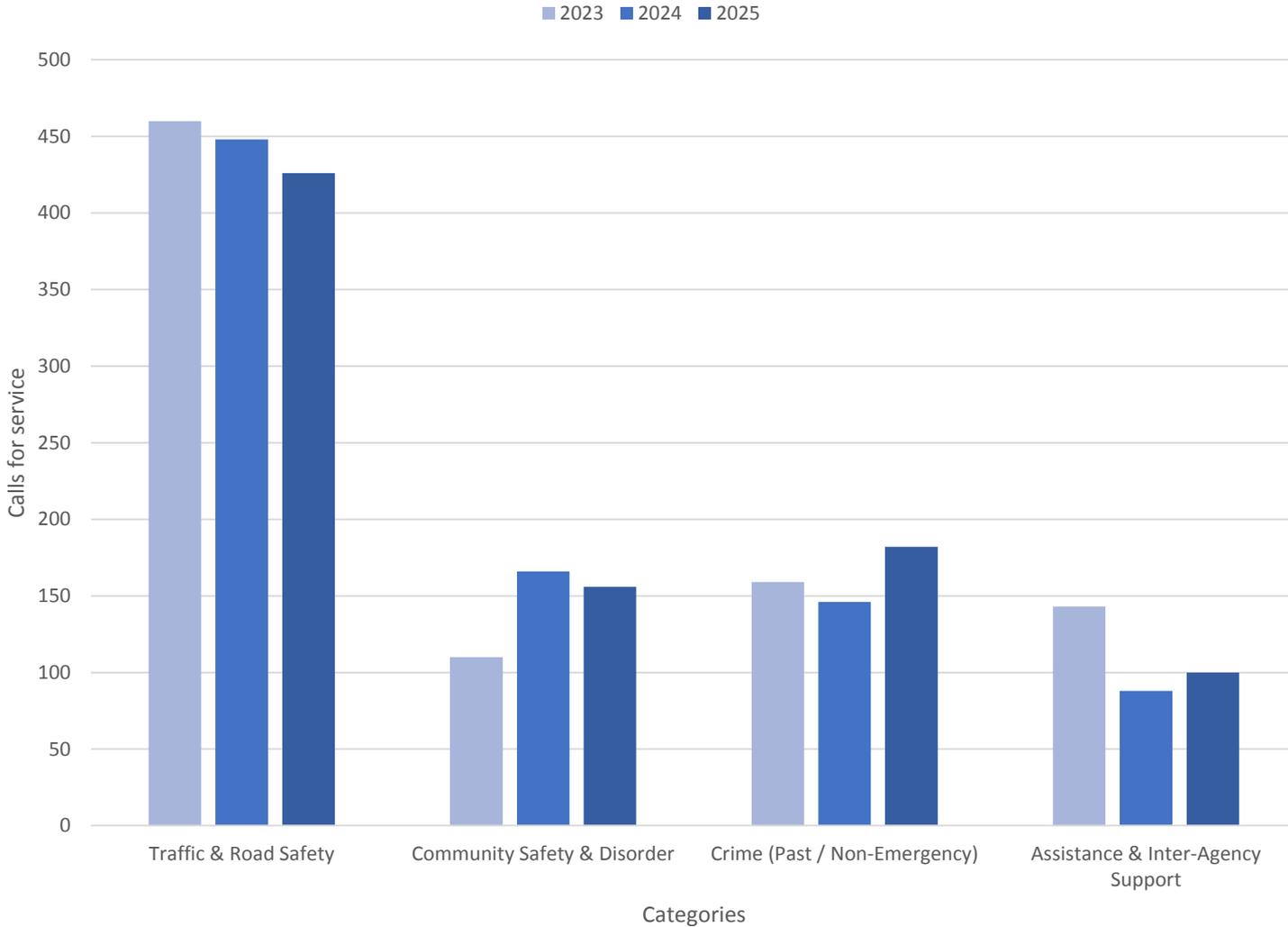
Calls for Service (2014-2030*)



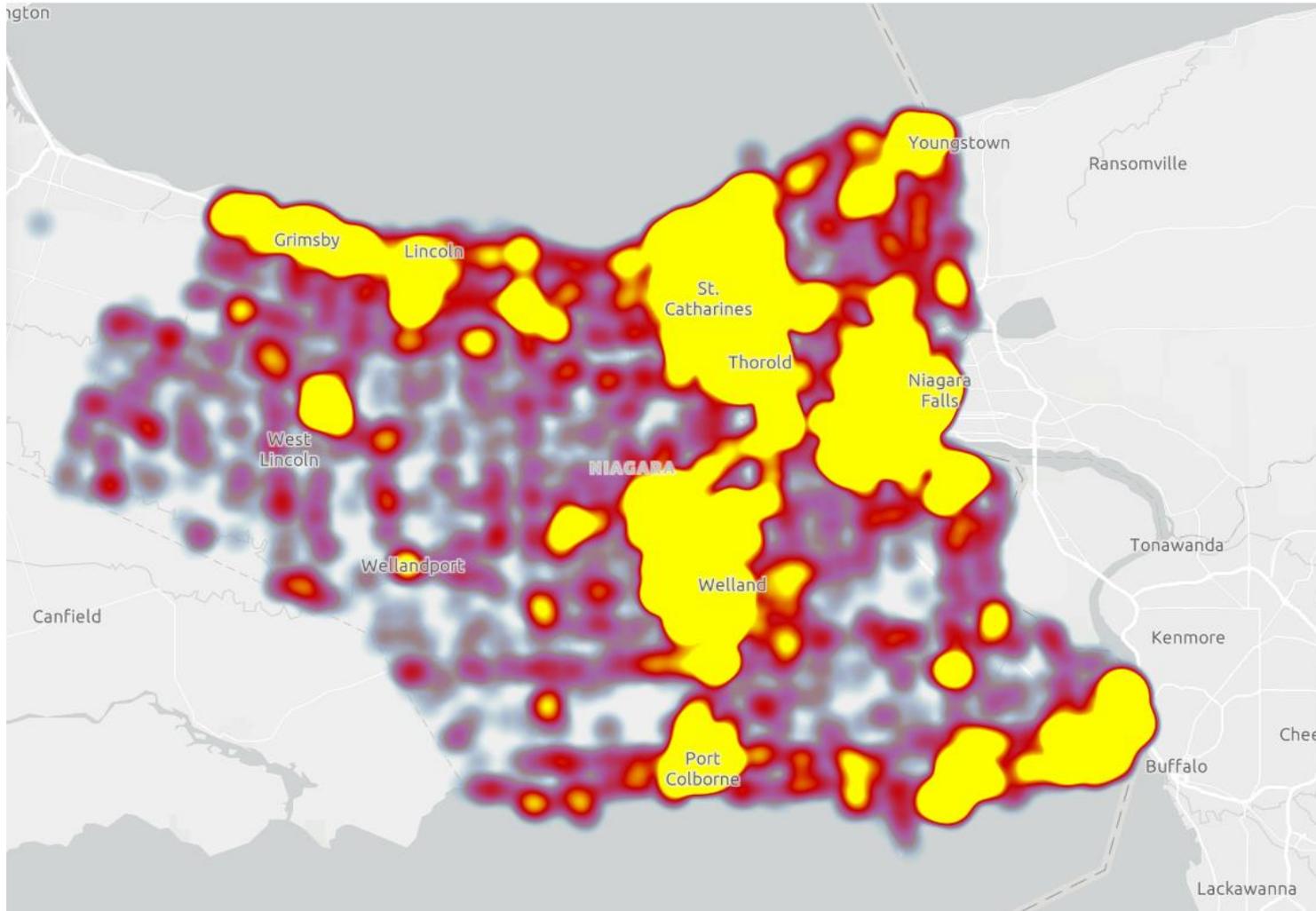
WEST LINCOLN TOP GENERAL OCURRENCES



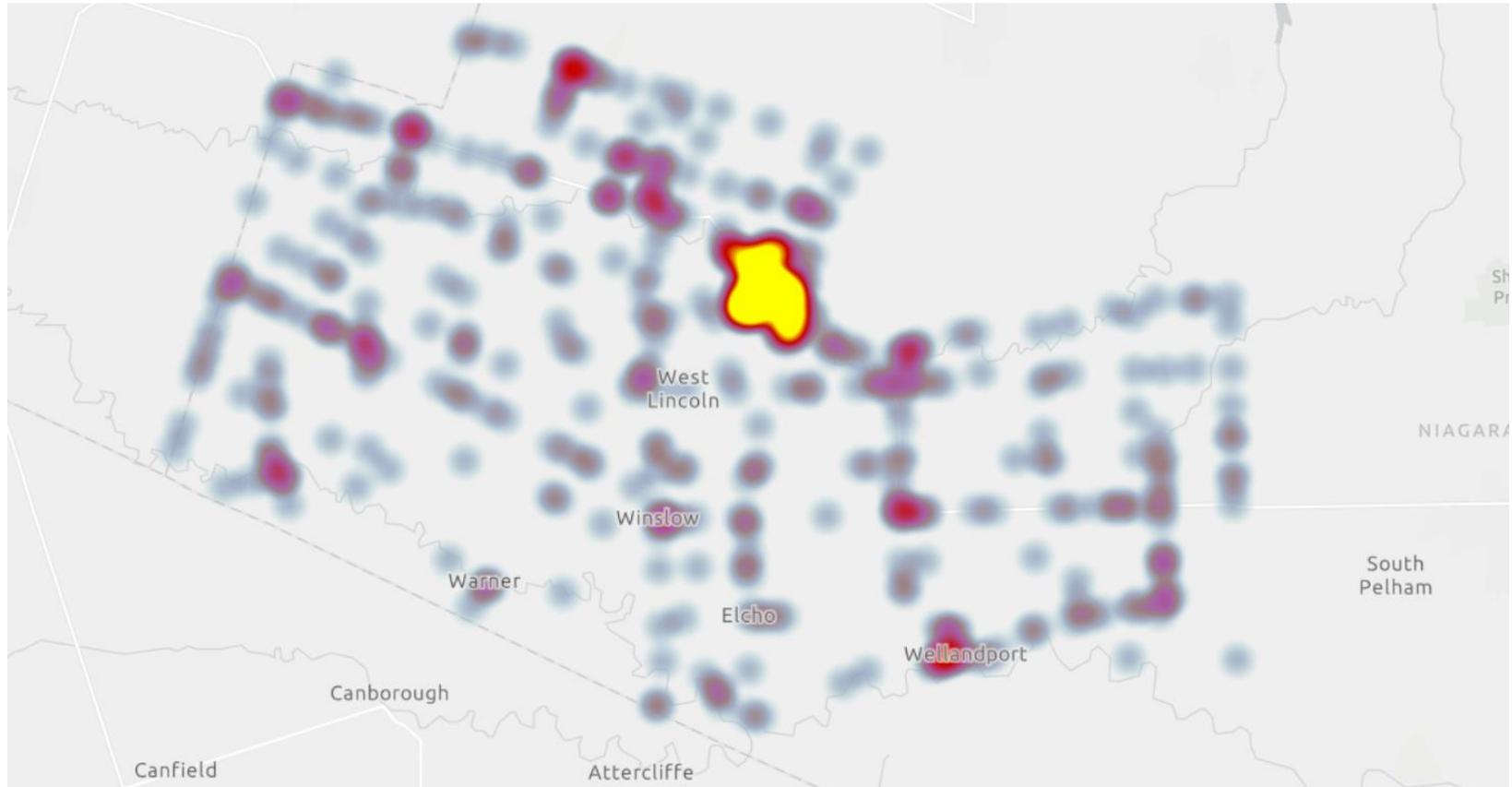
WEST LINCOLN TOP DEMAND DRIVERS



REGION HEATMAP



WEST LINCOLN CALLS FOR SERVICE



TRAFFIC/SPEED ENFORCEMENT

- 607 Provincial Offence Notices issued in 2025 related to speed violations, along with 168 warnings.
- Focused Speed Enforcement
 - Proactive patrol focus on rural areas
- Collaborative partnership with Niagara Region “Vision Zero”
 - Aims to make roads safer and eliminate injuries/fatalities across the Niagara Region



NRPS TRAFFIC HOTLINE

An opportunity for residents to provide feedback on areas in Niagara with road safety concerns.

Report:

- Road Safety Concerns
- Speed Related Issues
- Highway Traffic Act Violations

Call – 289-248-1060

Email – trafficcomplaints@niagarapolice.ca

Submit an online report – www.niagarapolice.ca/TrafficHotline



Does NOT replace emergency services or collision reporting.
In an emergency, please call 9-1-1.



STRATEGIC PLAN 2026-2029

Community safety is a collective effort that includes the police, local businesses, community organizations, and residents working together.

TO LEARN MORE VISIT
WWW.NIAGARAPOLICE.CA/STRATEGICPLAN



Strengthening
Community
Safety



Building
Trust
and
Transparency



Advancing
Diversity
and
Inclusion



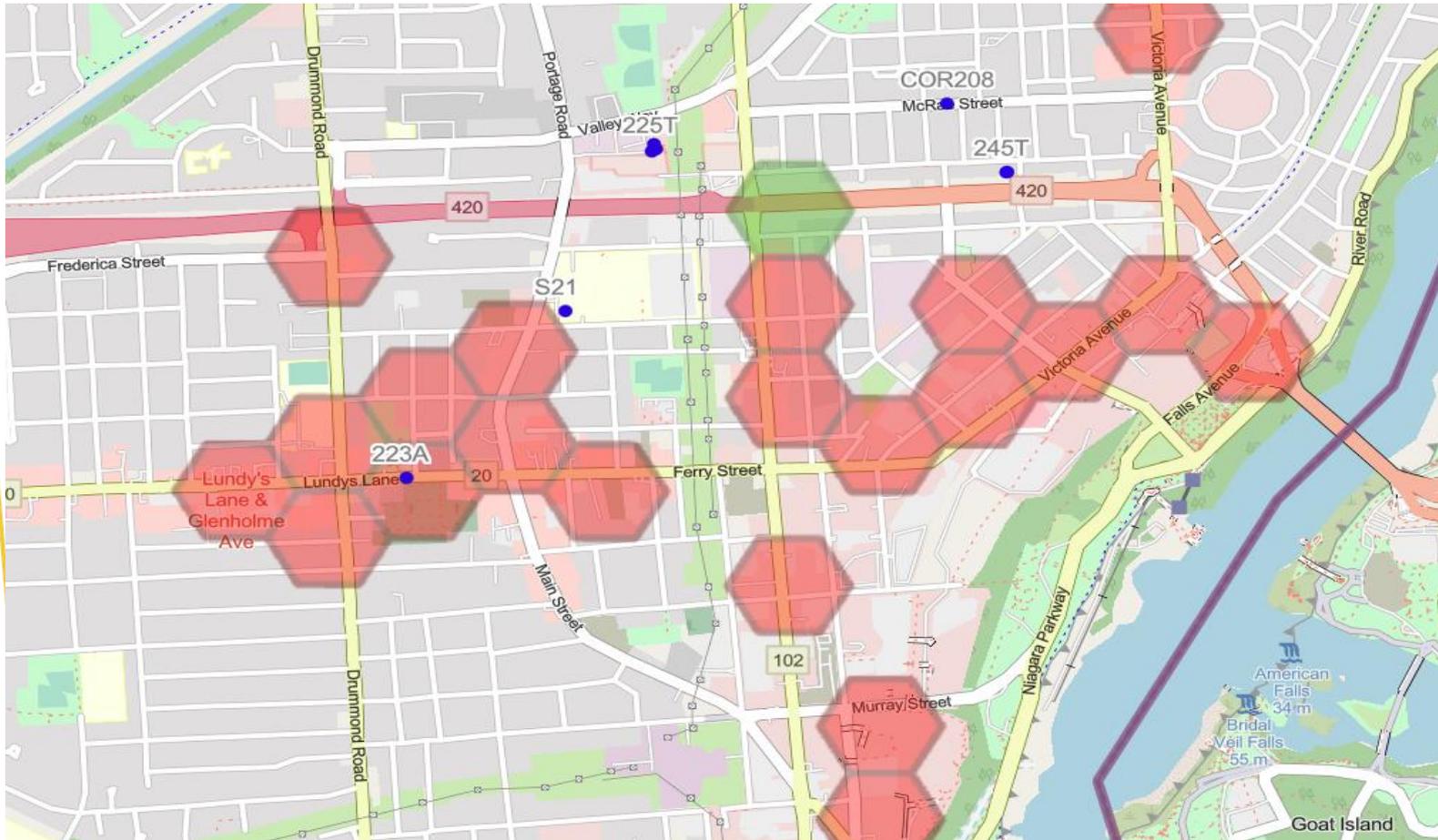
Modernizing
Policing
and
Use of Data



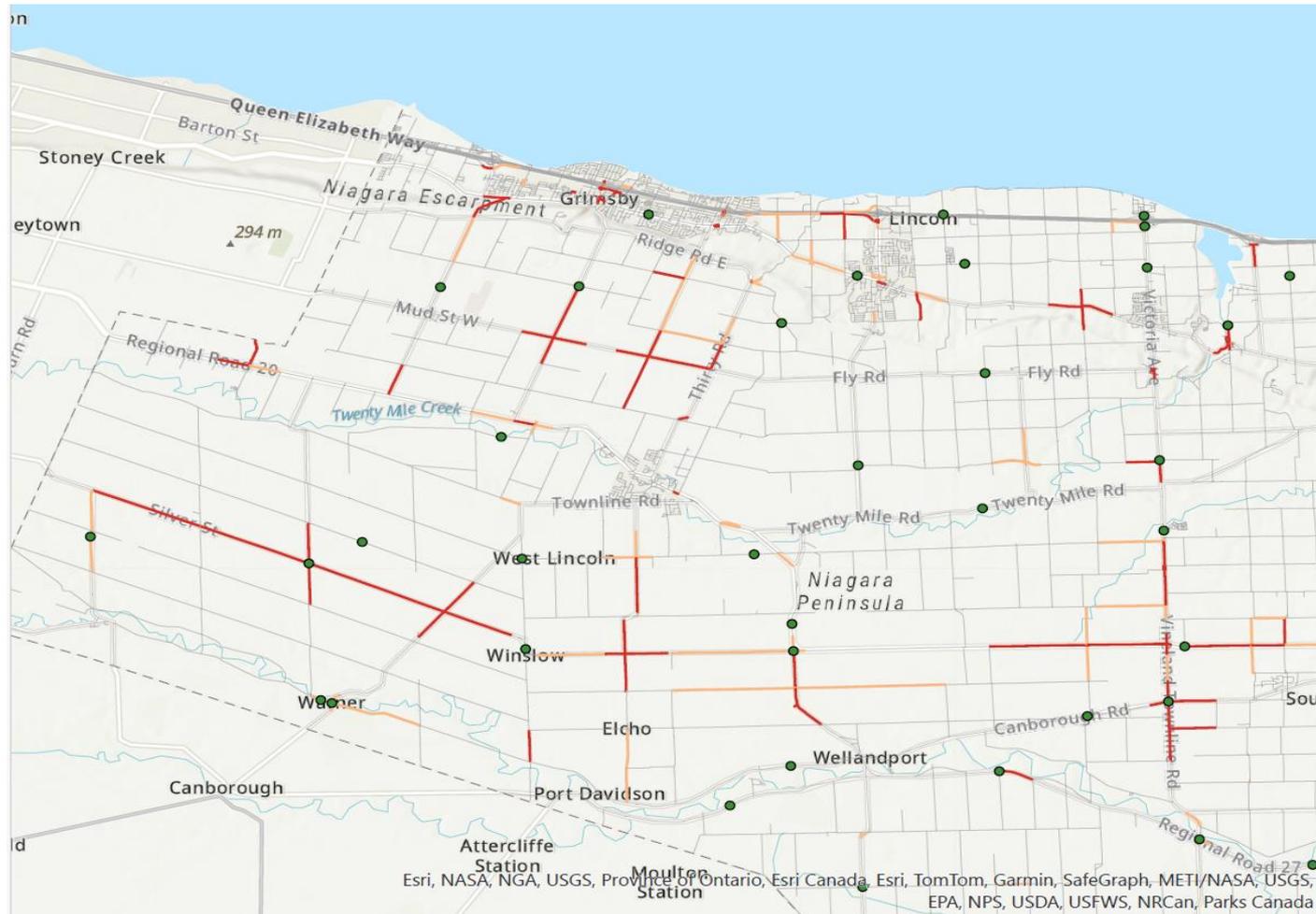
Supporting
Organizational Health
and Accountability



HOTSPOT MAPPING



ROAD AND PUBLIC SPACE SAFETY STRATEGY



SEE SOMETHING, SAY SOMETHING

The NRPS #StopHateNiagara campaign has been instrumental in eliminating barriers to reporting hate incidents/hate crimes, as well as educating residents of the community on how to recognize each.

The image shows the front and back of a dark blue reporting card. The front side (left) has a white header 'HATE CRIMES/INCIDENTS' and contains definitions for 'WHAT IS A HATE CRIME?' and 'WHAT IS A HATE INCIDENT?'. The back side (right) has a white header 'REPORTING HATE CRIME OR HATE INCIDENTS' and lists contact information for various areas: St. Catharines, Thorold, Niagara Falls & Niagara-on-the-Lake; Fort Erie; Grimsby, Lincoln & West Lincoln; and Welland, Wainfleet, Pelham & Port Colborne. It also includes an email and extension number for additional info.

Please read the reverse side of this card for reporting instructions.



Front



Back

Available in multiple languages, hate crime/hate incident pamphlets are regularly distributed at places of worship and community groups throughout the Niagara Region.



CRIME PREVENTION & COMMUNITY ENGAGEMENT

- Proactive Patrol
- Traffic Initiatives
- Touch a Truck events
- West Lincoln Library
- School Presentations
- FORT Smithville – At Risk Youth Centre



QUESTIONS?





THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN
COUNCIL MINUTES

MEETING NO. ONE

January 26, 2026, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

Staff: Truper McBride, CAO
Justin Paylove, Manager, Legislative Services/Clerk
Kevin Geoghegan, IT Help Desk Analyst

Absent with regrets: Albert Witteveen, Regional Councillor, notification provided

Attendees: Elisabeth Zimmerman, Executive Director

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

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

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

2. LAND ACKNOWLEDGEMENT STATEMENT

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

3. OPENING PETITION - Councillor Greg Maychak

Councillor Maychak read the opening petition.

4. CHANGE IN ORDER OF ITEMS ON AGENDA

There were no change in order of items on the agenda

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

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

There were no pecuniary interest and/or conflict of interest

6. REQUEST TO ADDRESS ITEMS ON THE AGENDA

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

6.7 Public Comment at Council

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

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

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

7. APPOINTMENTS/PRESENTATIONS

7.1 Elisabeth Zimmermann, Executive Director

Re: Coldest Night of the Year
FOR INFORMATION

The Executive Director, Elisabeth Zimmermann provided a power point presentation attached as Schedule "A".

8. REGIONAL COUNCILLOR'S REMARKS

There were no Regional Councillor remarks. Regional Councillor Witeveen sent his regrets.

9. CONFIRMATION OF MINUTES

9.1 Council Minutes

Re: Minutes - December 15, 2025

CONFIDENTIAL MINUTES UNDER SEPARATE COVER

Councillor Joann Chechalk joined the meeting at 6:23 pm.

Moved By Councillor Shelley Bradaric

Seconded By Councillor Joann Chechalk

1. That the minutes relating to the December 15, 2025, Council Meeting, and the recommendations contained therein, be accepted; and,
2. That the confidential minutes relating to the closed session portion on December 15, 2025, Council meeting be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided in Section 239 of the Municipal Act.

Carried

9.2 All Committees Meeting (including Public Meeting)

Re: Minutes - January 12, 2026

CONFIDENTIAL MINUTES UNDER SEPARATE COVER

Moved By Councillor Jason Trombetta

Seconded By Councillor Shelley Bradaric

1. That the minutes relating to the January 12, 2026, All Committees (including Public Meetings) meeting, and the recommendations contained therein, be accepted; and,

2. That the confidential minutes relating to the closed session portion on January 12, 2026, All Committees (including Public Meetings) be accepted; and that the minutes remain confidential and restricted from public disclosure in accordance with exemptions provided in Section 239 of the Municipal Act.

Carried

9.3 Public Meeting Under the Planning Act

Re: Minutes - January 12, 2026

Moved By Councillor Joann Chechalk

Seconded By Councillor Mike Rehner

1. That the minutes relating to the January 12, 2026, Public Meetings, be accepted.

Carried

10. COMMUNICATIONS

There were no communications

11. MAYOR'S REMARKS

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

12. RECONSIDERATION

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13. 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.

14. OTHER BUSINESS

14.1 Members of Council

Re: Council Remarks

Councillor Trombetta
Re: Recognition of Public Works staff

Councillor Maychak
Re: Recognition of Public Works staff

Councillor Rehner
Re: Regional Police Budget

Councillor Chechalk
Re: Recognition of Public Works staff
Kiwanis Event – February 28th at 6:30 pm, Legion - Trivia Night

Mayor Ganann
Re: Family Day Activities February 16, 2026

15. NEW ITEMS OF BUSINESS

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

16. CONFIDENTIAL MATTERS

There were no confidential matters

17. BY-LAWS

Moved By Councillor William Reilly
Seconded By Councillor Greg Maychak

1. That leave be granted to introduce By-Laws 2026-01, 2026-02, 2026-03, and 2026-04, 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

17.1 BY-LAW 2026-01

A By-law to authorize the conveyance of a portion of the Municipal Road Allowance formerly know as South Grimsby Road 10, being part of the

road allowance between Lots 19 and 20, Concession 9, describes as Part 8 on Plan 30R-15936, Township of West Lincoln (Geographic Township of South Grimsby), Regional Municipality of Niagara

17.2 BY-LAW 2026-02

A By-law to permanently close and declare a surplus that part of South Grimsby Road 3, being Part of the Road Allowance between Lots J and Q, East Gore, describes as Part 2 on Plan 30R-16493, Township of West Lincoln (Geographic Township of South Grimsby) Regional Municipality of Niagara.

17.3 BY-LAW 2026-03

A By-law to authorize the conveyance of a portion of the Municipal Road Allowance formerly known as South Grimsby Road 3, being Part of the Road Allowance between Lots J and Q, East Gore, describes as Part 2 on Plan 30R-16493, Township of West Lincoln (Geographic Township of South Grimsby) Regional Municipality of Niagara.

17.4 BY-LAW 2026-04

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

18. ADJOURNMENT

The Mayor to declare this meeting adjourned at the hour of 7:16 p.m.

JUSTIN PAYLOVE, MANAGER OF
LEGISLATIVE SERVICES/CLERK

MAYOR CHERYL GANANN

January 26/26 Council - Mayor's Remarks

January started off well with West Lincoln's Mayor and Council Levee taking place on January 3rd. Although we don't have an exact number of residents, there were certainly a lot more families taking part in the 2 hour free skate than in the past couple of years. Additionally, we went through well over 300 cups of coffee and hot chocolate, hundreds and hundreds of oliebollen, greek pastries and Timbits! I would like to thank Liz and Albert Witteveen for their generous contribution of pre-made oliebollen batter to help kick off the cooking, Ken, Lynne and Nick Brunacionni for keeping the warm oliebollen coming out of their community centre kitchen in a timely manner, the youth of the MYAC committee for serving all food and hot drinks, John Ganann and our Clerk, Justin Paylove for setting up, decorating and getting the hot drinks ready and additionally the Community Centre staff for their help as well. Those who did not take part in the free skate, certainly enjoyed visiting with each other and listening to the beautiful voice of local musician, Stephanie DeShane!

I have heard since from many of our residents from all 3 wards, that they very much appreciated that our CAO and most members of council were in attendance to wish them all the best for 2026.

As in past years, one of the benefits of holding the levee in the lobby of the Community Centre is that by drawing in residents for this social opportunity, many have come to realize all that the Community Centre has to offer including such things as the walking track, various gym programmes and many new general recreational programmes. They have additionally become familiar with our newest Library and the wonderful programmes that it offers residents of all ages.

On January 12th, we were able to pass the 2026 budget related to West Lincoln's portion of the tax bill at a very low 1.26%. Keeping in mind the unpredictability of the economic circumstances that currently exist and the financial difficulties being faced by many of our residents, we were determined to keep this increase as low as possible while still providing the services to our residents that they expect and deserve from their municipality. At this time, we still do not know what the Regional impact will be on our overall tax bills, but currently it appears to be under 7%, with the Police Budget making up approximately 4.5% of that. That is most definitely better than the past few years. The next Regional Budget meeting will take place on Thursday, February 12th.

Earlier in the day on January 12th, we were pleased to raise the Crime-Stoppers Flag to show West Lincoln's support for the efforts put forth by this group to benefit the entire Niagara Region.

CAO McBride, Councillors Bradaric, Chechalk and Reilly and I attended the annual Rural Ontario Municipalities Association Conference in Toronto from Sunday, January 18 to Tuesday, January 20th. We attended a great many valuable information/learning sessions, but the highlight of ROMA was being able to meet with Parliamentary Assistant Sandhu from the Ministry of Infrastructure and Parliamentary Assistant Rae, from the Ministry of Municipal Affairs and Housing to discuss the needs of West Lincoln directly with ministry officials and their staff members. We had great, positive and informative dialogue during both of our delegation sessions.

Another highlight for West Lincoln this year timed with, but not actually part of the conference, was being invited to attend a ceremony on Sunday evening to be awarded a certificate from the Province, recognizing West Lincoln as an "Age-Friendly Municipality" by the Ontario government. This invitation came from the Minister of Seniors and Accessibility, the Honorable Raymond Cho.

On another topic, when the West Lincoln Memorial Hospital new build became official, the original Hospital Committee on which I began to sit in 2018, transitioned to a Hospital Community Council. We

have continued to meet 4 times per year throughout the build. The second last meeting of that Community Council took place on Wednesday, January 21st.

I have a few up-dates from that meeting as follows:

1. At the Public session, held last week regarding the outdoor artwork that has already been included in the cost of the hospital, the community members who attended that public meeting, favoured the “bird” concept that was presented by the artist, likely in acknowledgement of the large presence of hawks in the area.
2. Redevelopment up-date from hospital staff:
 - final interior touch-ups are being done
 - preparations are being made for the demolition of the old hospital
 - The portion of the old hospital referred to as the Globe building is expected to be down by the month’s end
 - Completion of the demolition, Parking lot, Main Entrance and Landscaping to be completed by December of 2026.
 - In the meantime the Emergency Department will be the Main Entrance for many months to come
 - Although parking is still a challenge, temporary additional parking is being added as space becomes available
3. Since the official opening of the hospital, they have averaged approximately 75 ER visits per day.
4. Staff teams are settling into the space well, however it is still all quite new and they have all been extremely busy with patients who began arriving day 1 of their opening, so there have been a few glitches, although nothing serious.

This past Saturday, I represented West Lincoln at the Grand Opening of Grimsby’s Major Refrigeration Peach King Centre. In attendance were MP Dean Allison, MPP Sam Oosterhoff, Regional Chair Bob Gale and Lincoln’s Mayor Sandra Easton along with, of course, many local business leaders and hundreds of residents excited to see their beautiful new facility.

Finally three pieces of good news in West Lincoln:

1. Thanks to the dedicated work of our Clerk and our Director of Growth and Sustainability, we were notified in the past week of being the recipients of a \$40,000 Rural Ontario Development or ROD grant to allow for building on the previous work done in 2025 with our local businesses.
2. Again thanks to these same two staff members, we are now aware that a considerable amount of Rural Broadband funding will be put into our municipality in 2026/27. An official announcement to the public will be released shortly.
3. The Region is moving forward on Municipal Class Environmental Assessment Study (EA) for the Smithville Downtown By-pass (Highway 20).
The main objective of the study is to identify and evaluate alignment options for a Highway 20 bypass around downtown Smithville. In addition, a critical goal of the project is to improve safety for both pedestrians and drivers.

*A Public Information Centre will take place on February 12, 2026 from 5:30-7:30 PM at the West Lincoln Community Centre where members of the public will be able to hear the details of the EA, learn about the process and participate in discussions related to this study.



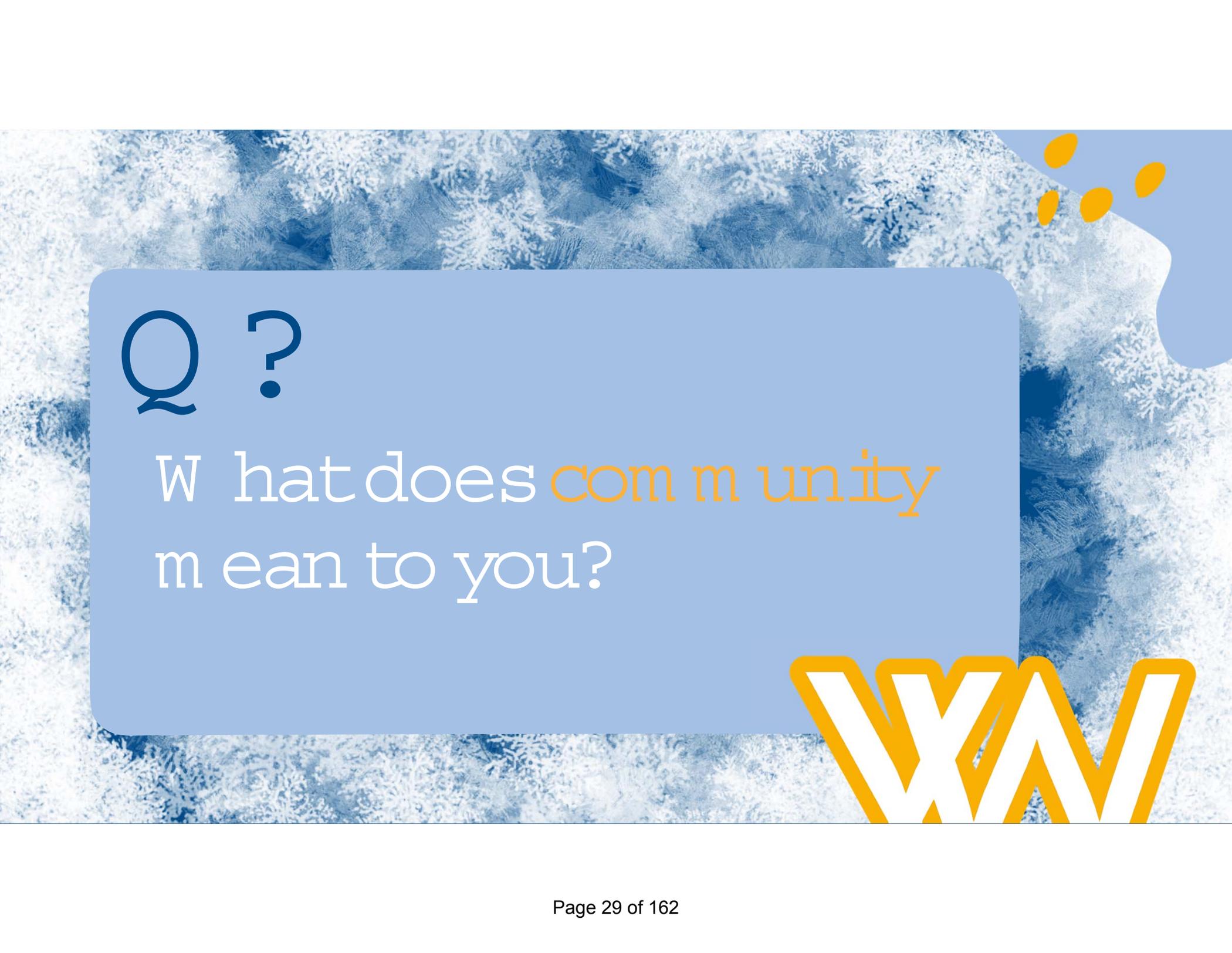
YWCA NIAGARA REGION
Hope for Homeless Women and their Families since 1927



Supporting Women, Families, and the Niagara Community.

YWCA Niagara Region &
Coldest Night of the Year





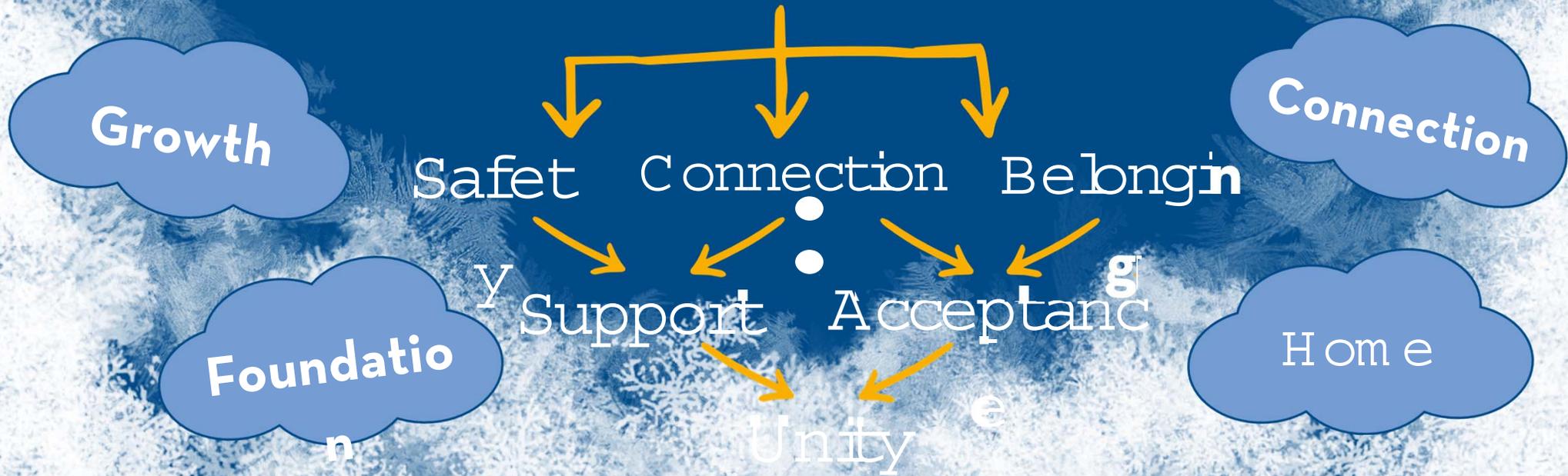
Q ?

What does **community**
mean to you?

WW

BRAINSTORM!

COMMUNITY



According to Niagara Counts
Point-In Time Results...

1,13

people in Niagara
are experiencing
homelessness.



10

Children
Aged: 0-15.

63

Youth
Aged: 16-24.

They need
someone they
can turn to.



Who are We?

At YWCA Niagara Region, we provide shelter, support, and advocacy for women, children, gender-diverse individuals, and families who are experiencing homelessness or at risk of losing their housing. Through emergency shelters, transitional housing, youth empowerment programs, and community advocacy, we work to create a Niagara where everyone has a safe place to call home.



What Drives Us?

Mission:

To be the change agent for community transformation ending gender inequity and social injustice.

Our Vision:

An equitable society where women and families thrive.



Our Programs:

Transitional Housing:

- On-Site
- Stage 1 Supported Transitional Housing
- Stage 2 Supported Transitional Housing

Emergency Homeless Shelter:

- King Street, St. Catharines
- Culp Street, Niagara Falls

Anti-Human Trafficking:

- The YW Safe House

Youth Programs:

- STEPS
- TEEN TALK
- FACES
- Boys Lounge

Skills Development:

- Brighter Hours Brighter Days
- Solutions to Anger
- Employment & Financial Management
- Budgeting
- Enriching Relationships
- Balance of Wellbeing

Programs for Adults:

- Sex Trade on my Terms (STO M T)
- Women's Addiction Recovery Meditation

Advocacy:

- Be the voice for women, children, and gender-diverse people facing inequity, housing insecurity, and poverty

The YW Safe House:

We are the only organization in Niagara directly dedicated to serving victims of human trafficking servicing the entire region.

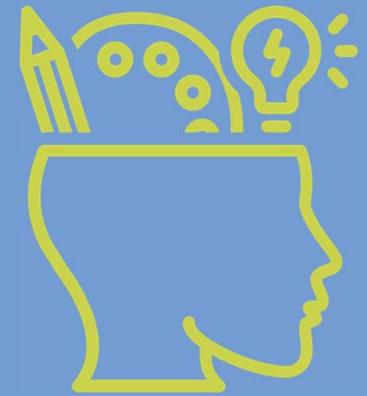




Housing

562 Women, 97 Men, 14 Gender-diverse people, & 183 Children

Were supported through our numerous emergency shelters, 3 stages of transitional housing, home for good program, and safe house for survivors of human trafficking.



Skills Development

138 Women & 180 Youth

access our Skills Development workshops to help break the cycle of poverty for good.

YWCA in West Niagara.

We are the largest provider of shelter for women & families experiencing homelessness in West Niagara.

The Problem : If people can't access our programs where they are, they could be uprooted from their community and relocated outside of the region.

- all other services must be accessed outside of Niagara if moved, making it difficult to find support.

Help keep our community together.



West Niagara Needs YOU!

Homelessness isn't just a big city problem.

- Families from Grimsby, Lincoln, Beamsville, Smithville, and nearby towns turn to us for help every week.
 - These could be your friends, your family, or just someone you pass by at the store.

Local families deserve local support.

- When there's no shelter in West Niagara, people must leave their community.
- Getting support shouldn't have to mean uprooting and starting over.

YOU can help change that.

- By participating in community events and raising funds, you're helping to keep people close to home and connected to support systems.

February

28

2026

Together, we
bring the warmth.

colddest
*night
OF THE YEAR

YW CA Niagara Region
has raised ...

\$640,27

YW

1
years
of impact

200+

People housed in West Niagara
because of the funds raised

YWCA

coldest
*night
OF THE YEAR

What is it?

- A National Walk to Support People Facing Homelessness
 - Held every February across Canada
 - Fun, family-friendly, and meaningful
- Why We Walk:
 - To raise money for organizations all across Canada like the YWCA, helping women, children, and vulnerable populations who don't have a safe space to call home.
- What It Looks Like:
 - Walk in your community with your school, friends, or a club!
 - Raise funds, wear cool touques, and take action together!



The background features a blue and white snowflake pattern. On the right side, there is a collection of colorful confetti including circles, squares, and triangles in shades of pink, blue, and yellow. A portion of a pink and blue striped party hat is visible in the bottom right corner.

Last year...

\$103,170

We reached new heights!

This past year ...

44 People had a home in the transitional housing program in West Niagara

33 Youth were supported in our skills development programs in West Niagara

as of today...

38 People woke up under a YW roof in West Niagara

You ARE the community.

Our local politicians are the core of our Niagara culture.

Make giving part of your club schedule!

How can we get involved?

1. Register a Team :

- Designate a team captain and register on the official CNOY website.
- Choose a team name that reflects your group or mission.
- Set a fundraising goal together.

2. Recruit Team Members:

- Invite friends, family, coworkers, or club members.
- Use provided social media posters, and word-of-mouth to grow your team!

3. Fundraise Together:

- Designate a team captain and register on the official CNOY website.
- Choose a team name that reflects your group or mission.
- Set a fundraising goal together.

4. Stay Connected :

- tttt



YW X

coldest
*night
OF THE YEAR

Thank You!

For more information or opportunities to get involved, visit:

<https://ywcანიagარაregion.ca>

cnoy.org/location/westniagara



West Lincoln

Your Future Naturally

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

MEETING NO. ONE

February 9, 2026, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

Staff: Gerrit Boerema, Director, Growth and Sustainability
Kevin Geoghegan, IT Help Desk Analyst
Susan Smyth, Manager, Community Planning and Design
Truper McBride, CAO
Justin Paylove, Manager, Legislative Services/Clerk
Robin Shugan, Senior Planner

Absent with regrets Councillor Mike Rehner, notification provided
Councillor Shelley Bradaric, notification provided

Attendees: Michelle Diplock
John Ganann
Peggy Cook
Nancy Neville
Rodger Vaughan
Gord Szaszi
James Thomas

Attended part-time*

Community Improvement Plan - Township of West Lincoln

1. Proposed Community Improvement Plan

The Chair stated that this is a public meeting to consider a Community Improvement Plan (CIP) for the Township of West Lincoln.

2. EXPLANATION OF THE PURPOSE AND EFFECT OF THE APPLICATION

The Township of West Lincoln is proposing an Affordable Housing Community Improvement Plan (CIP), a land use planning tool that allows municipalities like ours to provide financial incentives (grants and loans) and non-financial incentives to private landowners to encourage revitalization and development like housing.

2. PURPOSE OF THE PUBLIC MEETING

The Chair stated that Pursuant to Section 28 of the Planning Act R.S.O. 1990, c.P 13 invites interested persons to attend the Statutory Public Meeting to obtain feedback and comments regarding the CIP, the proposed Community Improvement Plan Area, as well as the proposed incentive programs.

It is the function of Council to listen to public comments and ask questions of clarification only. It is not the function of Council to debate the merits of the Community Improvement Plan during the public meeting or respond to questions posed by the public during this public meeting. Should the public have any questions on the application, please contact Planning staff and they will provide any information being requested.

Please be aware that Council debate of the application will occur at a subsequent meeting with an accompanying recommendation report regarding the proposed Community Improvement Plan.

3. Public Meeting

The Chair stated that in accordance with the *Planning Act* and the Minister, a person or public body does not make oral submissions at a Public Meeting or make written submissions to the Township of West Lincoln before the Community Improvement Plan is adopted, the person or public body may not be added as a party to the hearing an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

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

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

The Chair asked the Director, Growth and Sustainability, Gerrit Boerema to please explain the purpose and reason for the proposed Community Improvement Plan.

In response to the Chair, the Director, Growth and Sustainability, Gerrit Boerema gave a brief explanation in regard to the purpose and reason for the proposed Community Improvement Plan.

The presenter, from Nethery Planning, Michelle Diplock, gave a brief powerpoint presentation on the draft Community Improvement Plan and background report which is attached as Schedule "A".

4. COUNCIL QUESTIONS TO ADMINISTRATION:

The Chair asked if Council had any questions of clarification for Administration or consultant (Michelle Diplock, Nethery Planning) with respect to this proposal.

Councillor Reilly inquired to the presenter, Michelle Diplock, Nethery Planning for clarification regarding when an applicant applies for a grant and receives approval but does not complete the project, how would the funds effect the tax payers levy.

In response to the Councillor Reilly's inquiry, the presenter Michelle Diplock, Nethery Planning advised that the proposed fee waiver grant requires the fees to be paid up front, and when the project is completed, the fees will be refunded by the grant process.

Councillor Reilly also had a question of clarification to the presenter, Michelle Diplock, Nethery Planning in regard to how this Community Improvement Plan will be funded.

The Chair stated that this question/clarification would be better asked later in the agenda at the time of the Information Report.

Councillor Maychak inquired about the requirements for the grant and if there were interest free grant/loans.

In response to Councillor Maychack's inquiry the presenter Michelle Diplock, Nethery Planning explained that the applicants have to be a non-profit and that an agreement is required with the Township and other levels of government. There are no interest free grant loans being proposed as that requires more administration for holding monies.

5. PUBLIC SUBMISSIONS

CHAIR ASKS: The floor is now open for members of the public to come forward and provide Council with any oral or written submissions (either in-person or on Zoom) pertaining to the proposed Community Improvement Plan. When coming

forward to speak, please provide your full name. Speakers will be allowed up to five (5) minutes to make comments to Council, after which Council may ask questions of clarification related to the submission. Individuals are allowed to speak once to an application.

Written comments were received by Upper Canada Consultants in support on behalf of the Canadian Reformed School Society of Smithville and Janco Steel and Stanpac attached as Schedule "B" to the minutes.

Gord Szaszi, Niagara Regional Housing

Gord Szaszi, gave a brief update of the progress for the Legion Villa and are in support of the CIP. He also noted that he did attend the CIP open house in January which was very helpful and clarified what types of support there are. He also noted that the CIP is critical to be approved for non-profit organizations.

Peggy Cook, Chair, Legion Villa

Peggy Cook noted that the CIP should be highly recommended, as the need is great for affordable housing and the need for municipal support is very important.

The Chair asked Council if they have any questions of clarification from the presenter.

There were none.

The Chair asked if there is anyone online that would like to make any oral or written submissions regarding the proposed Community Improvement Plan.

There were none.

The Chair asked if Council have any questions of clarification from the presenter

Councillor Maychak inquired to the presenter, Michelle Diplock, Nethery Planning does the higher level of government specify specifically what the requirements are from the municipality.

In response to Councillor Maychak's inquiry the presenter, from Nethery Planning, Michelle Diplock, explained that the typical requirement is a financial contribution based on specifics of any application types. She also noted that historically granting of fees can be considered as a financial contribution and that typically lower tier municipalities participate in all 3 supported governments financial programs.

Councillor Chechalk, inquired to the presenter, from Nethery Planning, Michelle Diplock, if the CIP is approved is the CIP dependant on the municipality to fund

and how do we fund these programs. She also inquired the CIP funding is in addition to the various waivers required by the province.

In response to Councillor Chechalk, presenter, from Nethery Planning, Michelle Diplock explained that with the structure of the CIP that was presented the budget does not currently exist. She noted you can approve the CIP and not fund the programs or you can fund certain programs in one year and different programs in another year. She also noted that the CIP funding is in addition to the various waivers required from the province.

4. Adjournment

The chair declared that this public meeting with respect to the Community Improvement Plan is concluded at the hour of 7:21 p.m.

5. Township of West Lincoln – For Housekeeping Amendments to the Zoning By-law

The Chair stated that this is a public meeting to consider Housekeeping Amendments to the Zoning By-law initiated by the Township.

6. EXPLANATION OF THE PURPOSE AND EFFECT OF THE APPLICATION

The Chair stated that the *Planning Act* requires in Section 34(12) and Section 39 that before passing a, Zoning By-law Amendment Council must hold a public meeting for the purpose of informing the public.

The purpose of this public meeting is to receive comments from the public and is the only opportunity to provide Council feedback with respect to the proposed amendments.

It is the function of Council to listen to public comments and ask questions of clarification only. It is not the function of Council to debate the merits of the proposed amendments during the public meeting or respond to questions posed by the public during this public meeting. Should the public have any questions on the proposed amendments, please contact Planning staff and they will provide any information being requested.

Please be aware that Council debate of the proposed amendments to the Zoning By-law will occur at a subsequent meeting with an accompanying recommendation report regarding the proposed Zoning By-law Amendment.

7. PUBLIC MEETING

The Chair stated that in accordance with the *Planning Act* and the Minister, the applicant or specified person, public body or registered landowner of any land to which the by-law amendment will apply who made oral submissions at a public

meeting or written submissions to Council prior to the adoption and/or passage of the by-law may appeal the by-law amendment to the Ontario Land Tribunal.

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

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

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

In response to the Chair, the Community Planning and Design, Susan Smyth explained the purpose and reason for the proposed Zoning By-law Amendments and presented a brief presentation attached as Schedule "C" to the minutes.

7. COUNCIL QUESTIONS TO ADMINISTRATION:

The Chair asked if Council had any questions of clarification for Administration with respect to this application.

There were none

8. PUBLIC SUBMISSIONS

The Chair stated that the floor is now open for members of the public to come forward and provide Council with any oral or written submissions (either in-person or on Zoom) pertaining to the proposed Zoning By-law Amendment. When coming forward to speak, please provide your full name. Speakers will be allowed up to five (5) minutes to make comments to Council, after which Council may ask questions of clarification related to the submission. Individuals are allowed to speak once to an application.

The Chair asked if Council have any questions of clarification from administration.

There were none.

The Chair asked if there were anyone online that would like to make any oral or written submissions regarding the proposed Zoning By-law Amendment.

There were none.

The Chair asked Council if they have any questions of clarification from the administration.

There were none.

Please be advised, if you wish to be further notified of this application, please sign the sheet at the side table near the Council Chambers door.

9. Adjournment

The chair declared that this public meeting with respect to the Community Improvement Plan is concluded at the hour of 7:28 p.m.

JUSTIN PAYLOVE, MANAGER,
LEGISLATIVE SERVICES/CLERK

COUNCILLOR JOANN
CHECHALK, CHAIR



Township of West Lincoln Affordable Housing CIP

STATUTORY PUBLIC MEETING

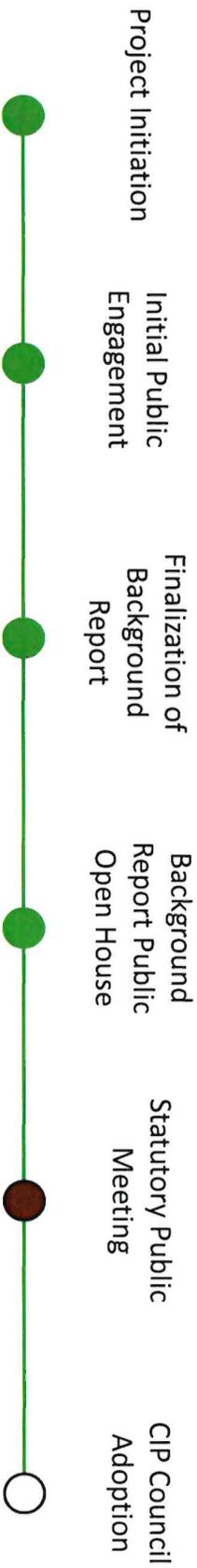
Presented By:



Project Overview and Timeline

Key Engagement Opportunities:

- October 13, 2025 – November 13, 2025: Initial Online Public Survey
- December 2025 – Release of Background Report
- January 14, 2026 – Draft CIP for Public and Stakeholder Review Presentation
- January 14, 2026 to January 31, 2026 – Background Report and Preliminary CIP Public Survey
- **February 9, 2026 – Statutory Public Meeting of Council**
- March 2 or 23, 2026 – Council Adoption of West Lincoln’s Affordable Housing CIP



What is a CIP?

CIP stands for “**Community Improvement Plan**”. Provincial prohibitions on “bonussing” under the Municipal Act mean that without a CIP in place the Township cannot incentivize the types of development they are looking to encourage.

The creation of this Affordable Housing CIP enables the Township to offer grants, loans, or other forms of support to encourage projects that meet local goals, such as creating more affordable housing.

This proposed CIP will give the Township a structured way to partner with residents, developers, and community organizations to make it easier and more affordable to build the types of housing that meet our community’s needs.

Legislative Context

Provincial Legislation

- The Planning Act
- The Development Charges Act

Provincial and Regional Policy Context

- Provincial Planning Statement (2024)
- Niagara Region Official Plan (2022) and CIP Programs

Local Policy Context

- Township of West Lincoln Official Plan (2021)

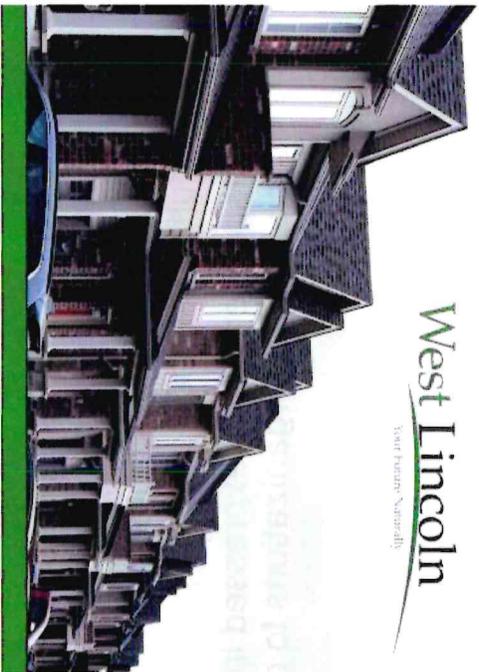
Other Township Plans, Policies, and Guidelines

- West Lincoln Strategic Plan, 2023-2026, and Economic Development Strategy Refresh

Initial Engagement Survey

To begin the creation of the Affordable Housing CIP, the Township launched an engagement survey in October 2025 to help inform the project. We received a total of 88 responses.

- Overall, respondents expressed strong support for the development of an Affordable Housing CIP and identified a range of local housing needs.
- Common themes included the desire to see more affordable rental units and attainable homeownership opportunities, particularly family-sized units.
- Many participants noted the importance of increasing housing options for seniors and young adults to support aging in place and community retention.
- Respondents also expressed interest in partnerships with nonprofit housing providers and social service organizations to deliver supportive housing, community spaces, and related services.



West Lincoln
Your Future. Naturally.

The Township of West Lincoln

Affordable Housing Community Improvement Plan

Background Study Report
December 2025



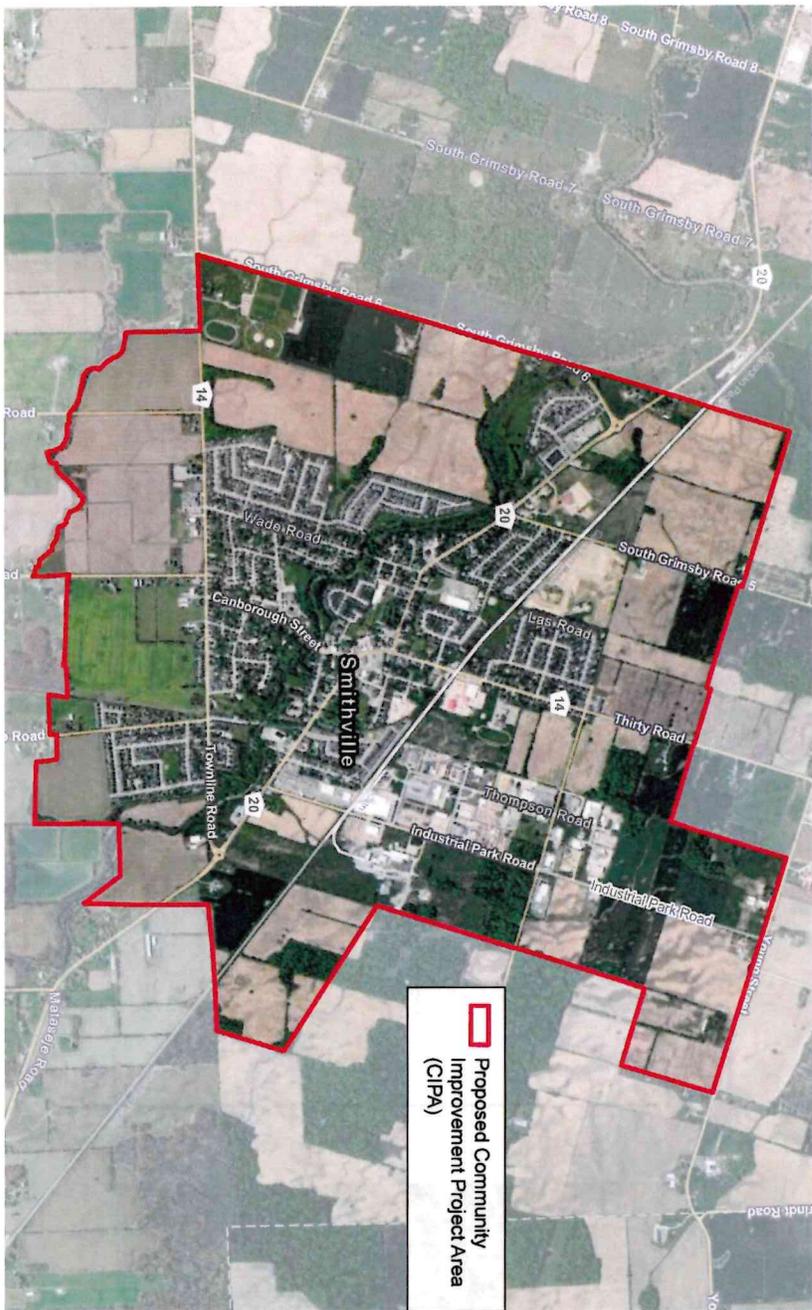
Background Report

Released in December 2025, the Affordable CIP background report outlines the legislative and local context that will inform the Affordable Housing CIP.

On January 14, 2026, the Public Open House on the background report provided for a small group discussion with interested stakeholders. This enabled focused feedback on each of the incentive programs we are presenting today.

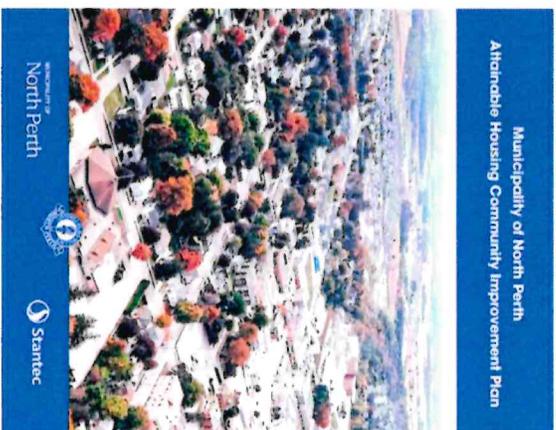
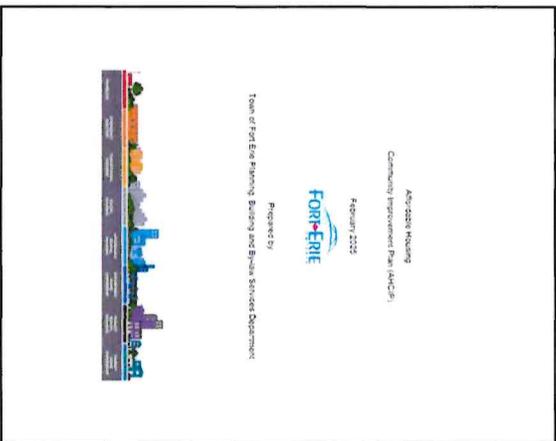
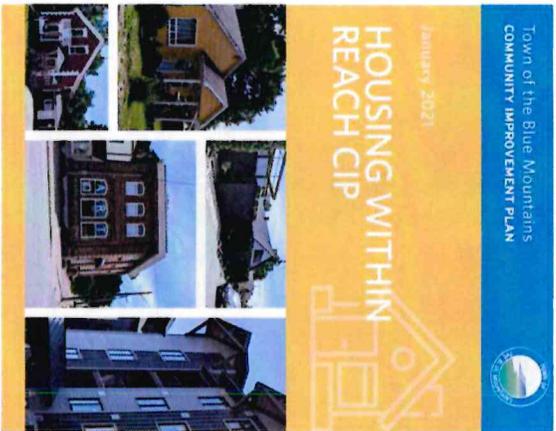
Following the Open House, the Township published an online survey for those who were not in attendance to share their feedback. We received a total of 20 responses.





Community Improvement Project Area

Best Practices Review



West Lincoln
Your Future Naturally

Vision

“To invest in the liveability of our community by providing the Township with a toolbox of incentive programs for affordable housing for people of all ages and stages, connecting people to amenities, and creating a more inclusive West Lincoln for all.”

Goals

- Expand the Supply of Affordable Housing in Smithville
- Diversify Housing Options to Serve All Ages and Stages
- Reduce Barriers to Affordable and Attainable Housing Development
- Encourage Homeowner Participation in Housing Solutions
- Maximize the Impact of Municipal Funding

Draft Programs for Council and Public Consideration

The following programs are being presented for Council and Public review and consideration through the Statutory Public Meeting under the Planning Act.

Programs, eligibility, requirements, and values are subject to change. Programs may be “turned on or off” through funding availability and program need throughout the lifespan of the Affordable Housing CIP.

1. Municipal Fee Grant Program

This program is being presented as draft for Council and Public consideration. Programs, eligibility and values are subject to change.

A municipal fee grant program to reduce the costs of creating affordable housing by providing a grant through the form of a rebate to cover municipal planning and building fees for eligible projects, encouraging homeowners, landlords, and developers to bring forward applications that add to the local housing supply.

Eligible Costs: Up to 100% of the costs incurred to seek approvals for affordable housing providers and non-profits to develop new affordable housing units, specifically Township Planning Application Fees and Building Permit Fees.

**Providing a grant to cover the costs of municipal fees does not ensure the project will be approved by the Township.*

2. Additional Residential Unit (ARU) Grant

This program is being presented as draft for Council and Public consideration. Programs, eligibility and values are subject to change.

A grant to support the creation of new additional residential units such as basement suites, garden suites, or coach houses by assisting with eligible construction, finishing, or building code compliance costs, helping expand small-scale rental supply throughout the Township.

Eligible Costs: Up to \$5000 of the costs incurred to construct or convert an ARU where permitted. This includes legalizing and/or bringing up to code existing basement ARUs.



3. Accessibility Top-Up Grant

This program is being presented as draft for Council and Public consideration. Programs, eligibility and values are subject to change.

A top-up grant to incorporate a universal or barrier-free design within a new residential unit (e.g. apartment, ARU, secondary suite) receiving one of the other financial incentives in this CIP. The grant would be available to landowners for creating new housing units in a way that is designed for accessibility beyond the minimum standards of the Ontario Building Code. This grant would be provided to the applicant upon proof of completion of construction of the new accessible unit.

Eligible Costs: Up to \$3,000 of the costs incurred on design and construction of an accessible or barrier free unit.

4. Family-Sized/Seniors Unit Top-Up Grant

This program is being presented as draft for Council and Public consideration. Programs, eligibility and values are subject to change.

A top-up grant that provides additional support to projects that create purpose-built family-sized or seniors' units, recognizing the growing need for multi-bedroom and attainable housing options.

Eligible Costs: Additional costs incurred for the construction of a family-sized* or seniors' unit**, as defined in this CIP.

***Family-Sized Unit** means a unit that is designed to accommodate a family, including multi-generational families, with a minimum of 3+ bedrooms.

****Seniors' Unit** means a unit specifically designed for older adults (ages 65+) with age-friendly and accessible features.

5. Home Upgrade Grant

This program is being presented as draft for Council and Public consideration. Programs, eligibility and values are subject to change.

A grant to assist eligible homeowners with minor home upgrades when such improvements are necessary to accommodate new affordable or attainable units.

Eligible Costs: Up to \$1500 of the costs incurred to upgrade home services to accommodate the addition of affordable dwelling units to existing residential homes. Upgrades could include upsizing water connections, improving electrical capacity, or upgrading HVAC systems.

Non-Financial Incentive Programs

These programs are being presented as draft for Council and Public consideration. Programs, eligibility and values are subject to change.

- Education and Capacity-Building Workshops
- Housing Concierge / Client Support Service
- Housing Reserve

Implementation

The Affordable Housing CIP is planned to be implemented over a five-year period, beginning in March/April 2026.

Council may choose to open an application period for a specified amount of time (e.g. from January to March annually) or accept rolling applications and review them on a first-come, first-served basis, closing the application period when available funding is exhausted.

Council may choose to review the implementation period at any time, revising it through an amendment to the CIP. Council shall review the Affordable Housing CIP as appropriate and consider continuing the funding of financial incentive programs through the municipal capital budget process or alternate funding opportunities.

Administration

The roles and responsibilities of the Township Council for implementing this Affordable Housing CIP include:

Establishing the Active Financial Incentive Programs: Council may choose which incentive programs are active for any given year, and each program's duration.

Recognize an Annual CIP Budget: Annually, Council will be responsible for determining the community improvement budget for each active incentive as part of the annual municipal budget process.

Designate a Plan Administrator for the CIP: Council shall delegate responsibility for the CIP and its implementation to the Director of Growth and Sustainability, or designate.

Applying for Incentives

An applicant is required to take the following steps:

- Book a pre-application meeting with Township staff to go over requirements for the application;
- Use the appropriate application form to submit the application and any other necessary documentation to the Township;
- The applicant must be the registered property owner or have written consent from the registered property owner;

The application will then be reviewed by the Plan Administrator for completion and compliance with general and program-specific eligibility requirements.

If approved:

- Municipal Fees Grant Program: the applicant will be notified, enter into a financial agreement with the Township, and may begin work;
- Additional Residential Unit (ARU) Grant: the applicant will be notified, enter into a financial agreement with the Township, with funding payable to the applicant upon proof of completion;
- Family-sized or Seniors' Unit Top-Up Grant: the applicant will be notified and enter into a financial agreement with the Township, with funding payable to the applicant upon proof of completion;
- Accessible Design Top-up Rebate: the applicant will be notified, enter into a financial agreement with the Township, with funding payable to the applicant upon proof of completion;
- Home Upgrade Support Grant: the applicant will be notified, enter into a financial agreement with the Township, with funding payable to the applicant upon proof of completion;

If rejected, the applicant may appeal to Township Council.

Application Requirements

The applicant must submit a copy of a signed and completed application form and any other supporting documents, as required by the Plan Administrator including:

- A statement describing how the proposed project meets CIP goals and objectives;
- Photographs of the existing buildings or property condition;
- Where available, historical drawings or photographs;
- Building permit or site development application;
- Design drawings, rendering, elevation, grading, or any other specifications of the proposed project, as determined by the Township and prepared by a qualified professional;
- A minimum of three cost estimates for the proposed project work, done by a licensed consultant or contractor;
- A detailed budget for the proposed project;
- Any additional documentation or information deemed necessary by the Plan Administrator as determined during the pre-application meeting.

Application requirements will be outlined in a tailored application form for each financial incentive program. Once an application has been approved, the landowner will be required to enter into a financial or legal agreement with the Township to implement the incentive program requirements and may be required to register the agreement on title.

Plan and By-law Amendments

When there is an identified need for amendment to this Plan or its implementing By-law, Township Council must approve these changes through an amendment to the CIP and/or implementing By-laws.

An amendment to the CIP will not be required to:

- Reduce funding levels for the financial incentive programs;
- Discontinue or cancel any of the programs identified.

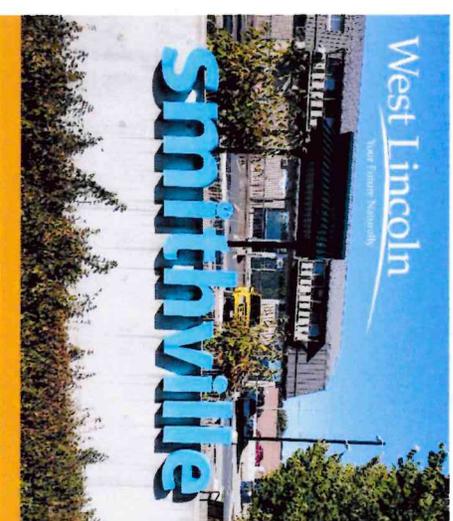
An amendment will be required to the CIP and/or implementing By-laws to:

- Redefine the Community Improvement Project Area;
- Extend the implementation period of the CIP;
- Increase the maximum funding levels of the financial programs; and/or,
- Add any new financial incentive programs.

Annual Reporting and Marketing

The Plan Administrator will be responsible for the creation of an annual report to Township Council which summarizes the data collected on the CIP uptake and successes. This report may include, but is not limited to, case studies, landowner and tenant feedback, how the CIP's goals/objectives are being met, recommendations for adjustments of programs or budgets, or recommendations for amendment.

As part of the Affordable Housing CIP, there is a recommended Marketing Plan for how the Township may choose to promote uptake of the Affordable Housing CIP and its incentives. The Marketing Plan identifies target markets, materials for marketing, and potential strategies to be used by the Township and has been informed by public input.

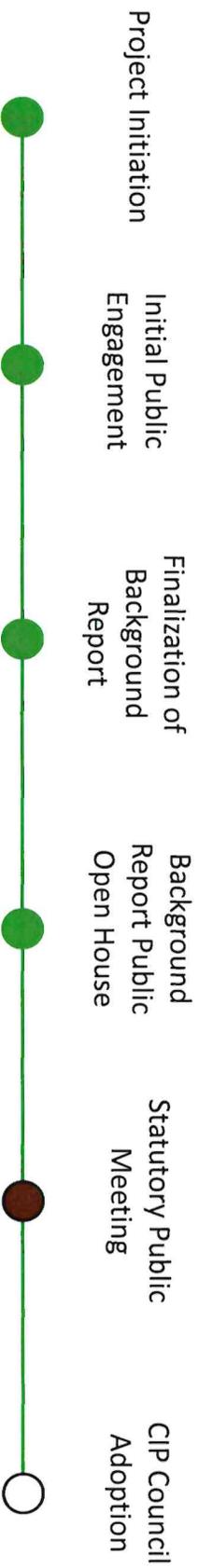


The Township of West Lincoln
*Affordable Housing Community
Improvement Plan*
DRAFT Program for Public and Council Review
February 2026

Next Steps

Key Engagement Opportunities:

- October 13, 2025 to November 13, 2025 – Initial Online Public Survey
- December 2025 – Release of Background Report
- January 14, 2026 – Draft CIP for Public and Stakeholder Review Presentation
- January 14, 2026 to January 31, 2026 – Background Report and Preliminary CIP Public Survey
- **February 9, 2026 – Statutory Public Meeting of Council**
- March 2 or 23, 2026 – Council Adoption of West Lincoln’s Affordable Housing CIP





February 6, 2026

Township of West Lincoln
318 Canborough Street
Smithville, ON L0R 2A0

Attention: Justin Paylove – Clerk, Manager of Legal and Legislative Services

Re: Comment Letter – Zoning By-law Amendment File 1601-012-2025

On behalf of the Canadian Reformed School Society of Smithville and Surrounding District Incorporated (John Calvin Christian School), please accept this correspondence pertaining to the proposed Housekeeping Zoning By-law Amendment initiated by the Township of West Lincoln (File no. 1601-012-2025).

John Calvin Christian School has reviewed the amendment and understands the intent is to facilitate economic development and bring the Zoning By-law into alignment with the Spring Creek Height Secondary Plan designations, specifically for the employment/industrial lands. It is understood that lands containing other designations, such as a residential, are not being considered through this housekeeping amendment, as they are subject to additional development applications.

Currently, the school facility resides in an Institutional zone, however the balance of the lands being the existing field to the rear of the school building remain in a development holding (D) zone and Industrial Employment (M2) zone, contrary to the Special Institutional designation in the Spring Creek Height Secondary Plan.

On behalf of John Calvin Christian School, I respectfully request that the proposed Zoning By-law Amendment be revised to include the balance of the John Calvin Christian School Lands, rezoning these lands as Institutional in alignment with the designations in the Spring Creek Heights Secondary Plan.

Should this be agreeable, it is expected that a similar holding provision as outlined in the draft by-law for implementation of the Spring Creek Height Secondary Plan policies as outlined in the Draft Zoning By-law will be implemented, ensuring all land use compatibility and/or noise requirements are to be addressed prior to the Holding provision being removed and any expansion to the facility is permitted, should it be contemplated in the future.

Sincerely,

William Heikoop, B.U.R.Pl., MCIP, RPP
Planning Manager
Upper Canada Consultants

cc. Board of Directors, Canadian Reformed School Society of Smithville and Surrounding District Incorporated



February 6, 2026

Township of West Lincoln
318 Canborough Street
Smithville, ON L0R 2A0

Attention: Justin Paylove – Clerk, Manager of Legal and Legislative Services

Re: Letter of Support – Zoning By-law Amendment File 1601-012-2025

On behalf of our clients, 1000581350 Ontario Inc. (Janco Steel) and Melissa Hill Inc. (Stanpac), we are pleased to submit this letter of support for the proposed Zoning By-law Amendment initiated by the Township of West Lincoln (File no. 1601-012-2025).

1000581350 Ontario Inc. (Janco Steel) and Melissa Hill Inc. (Stanpac), are the owners of a portion of the lands that are subject to the Housekeeping Amendment. They have recently received approval from the Township of West Lincoln Committee of Adjustment for two boundary adjustments and a severance to organize and assemble ownership of the lands to facilitate employment uses on the subject lands.

The proposed Zoning By-law Amendment provides for the zoning permissions on the lands that will streamline the owners ability to proceed with industrial development in accordance with the policies of the Spring Creek Heights Secondary Plan.

We have reviewed the proposed Zoning By-law Amendment and have no concerns or objections. It is understood that, no site alteration, or placing of any buildings or structures shall be permitted on the lands until Site Plan Approvals and Building Permits are obtained, to the satisfaction of the Township.

It is the intention of our clients to continue forward with implementation in the near future, and the proposed Zoning By-law Amendment will assist in expediting that process.

Sincerely,

William Heikoop, B.U.R.Pl., MCIP, RPP
Planning Manager
Upper Canada Consultants

cc. Al Schutten, 1000581350 Ontario Inc. (Janco Steel)
Carl Evink, 1000581350 Ontario Inc. (Janco Steel)
Steve Witt, Melissa Hill Inc. (Stanpac)
Dave Kuzmich, Melissa Hill Inc. (Stanpac)
Gerrit Boerema, Township of West Lincoln

Township Initiated Housekeeping Amendments to the Zoning By-law

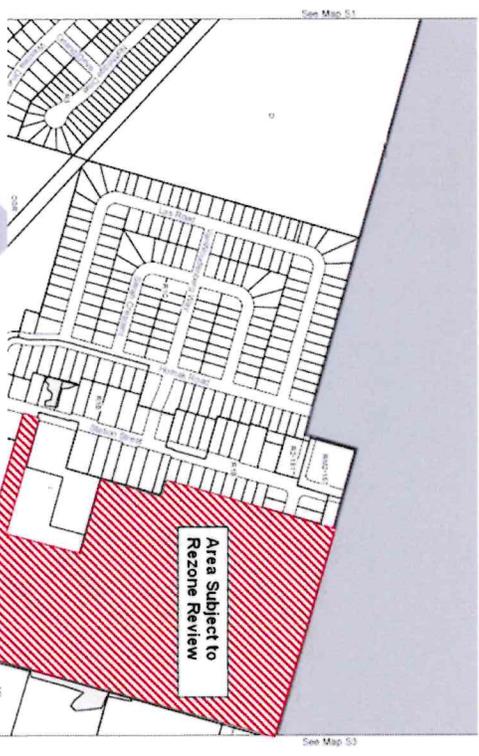
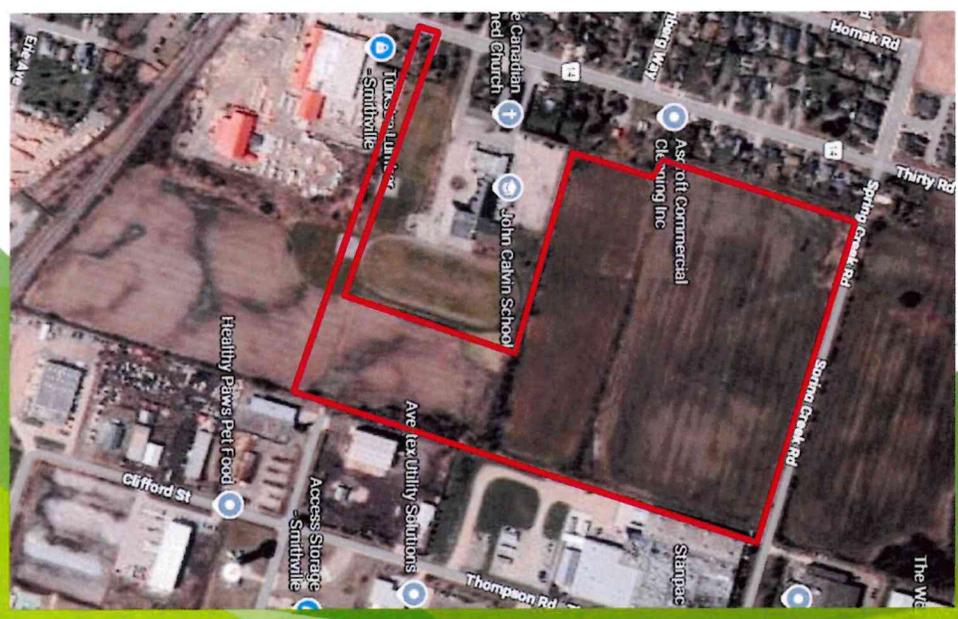


Table 28: Holding Provisions

Holding Provision #	Map #	Parent Zone(s)	Permitted Uses Subject to Holding Provisions	Holding Provisions
H-#	S2	M2	All permitted uses of the parent zone, including Class I Light Industrial Uses involving light manufacturing, processing of semi-manufactured goods or assembly of manufactured goods that only involve indoor activities.	No site alteration or buildings or structures shall be permitted until the Spring Creek Heights Secondary Plan Area policies are in place to the satisfaction of the Township.



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

MEETING NO. ONE

February 9, 2026, 5:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

Staff: Justin Paylove, Manager, Legislative Services/Clerk
Truper McBride, CAO
Kevin Geoghegan, IT Help Desk Analyst
Mike DiPaola, Director, Infrastructure
Gerrit Boerema, Director, Growth and Sustainability
Susan Smyth, Manager, Community Planning and Design
Robin Shugan, Senior Planner

Absent: Councillor Shelley Bradaric, notification provided
Councillor Mike Rehner, notification provided

Attendees: John Ganann
Peggy Cook
Nancy Neville
Rodger Vaughan
Gord Szaszi
Kelsey Waugh*

Attended part-time*

1. CHAIR - Councillor Joann Chechalk

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

1. Comments can be made from members of the public for a matter that is on the agenda by advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.
2. The public may submit written comments for matters that are on the agenda to jpaylove@westlincoln.ca 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. CONFIDENTIAL MATTERS

Councillor Greg Maychak joined the meeting at 5:32 pm.

Moved By Councillor Jason Trombetta

Seconded By Councillor William Reilly

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

3.1 Kelsey Waugh, CIMA

Re: Educational Presentation - Parking Rules and Regulations

TRAINING

Applicable Closed Session Exemption(s):

- Educational Training Session (section 3.1)

3.1 Kelsey Waugh, CIMA

Re: Educational Presentation - Parking Rules and Regulations
TRAINING

4. DISCLOSURE OF CONFIDENTIAL MATTERS

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

There were no disclosure of pecuniary interest and/or conflict of interest

Public Meeting(s)

6. PUBLIC MEETING(S)

6.1 Community Improvement Plan - Township of West Lincoln

Re: The Township of West Lincoln is proposing an Affordable Housing Community Improvement Plan (CIP), a land use planning tool that allows municipalities like ours to provide financial incentives (grants and loans) and non-financial incentives to private landowners to encourage revitalization and development like housing.

6.2 Zoning By-law Amendment - Township of West Lincoln

Re: The Township of West Lincoln is initiating amendments to the Zoning By-law 2017-70, to address some minor updates to be addressed through housekeeping amendments to the Zoning By-law. The proposed amendments are changes to Part 1 Administration-Enforcement, Part 3 General Provisions - On-Farm Diversified Uses, Driveway and Parking Aisles, Part 13 and Schedule A - Zoning Employment Zones within the Spring Creek Heights Secondary Plan Area,

7. CHANGE IN ORDER OF ITEMS ON AGENDA

There were no change in order of items on agenda

8. APPOINTMENTS/PRESENTATION

There were no appointments/presentations

9. REQUEST TO ADDRESS ITEMS ON THE AGENDA

NOTE: Section 10.13 (5) & (6) – General Rules

One (1) hour in total shall be allocated for this section of the agenda and each

individual person shall only be provided with **five (5) minutes** to address their issue (some exceptions apply). A response may not be provided and the matter may be referred to staff. A person who wishes to discuss a planning application or a matter that can be appealed, will be permitted to speak for ten (10) minutes.

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

10. COMMUNICATIONS

There were no communications

11. STAFF REPORTS

11.1 ITEM GS01-26

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

Re: Recommendation Report PD-04-2026 - Proposed Street Name for Abingdon Road Condominium File: 2000-91-22CDM

Moved By Councillor William Reilly

Seconded By Councillor Greg Maychak

1. That, Recommendation Report PD-04-2026, titled "Proposed Street Name for Abingdon Road Condominium File: 2000-91-22CDM", dated February 9, 2026, be received; and,
2. That, the Township pass a by-law to name the proposed street within the Vacant Land Condominium Abingdon Road Development 'Kerrigan Lane' in accordance with Schedule 'A' of the attached Draft By-law.

Carried

11.2 ITEM GS02-26

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

Re: Information Report PD-03-2026 – Township Initiated Housekeeping Amendments to the Zoning By-law for Public Consultation

Moved By Mayor Cheryl Ganann

Seconded By Councillor William Reilly

1. That, Information Report PD-03-2026, titled “Information Report – Township Initiated Housekeeping Amendments to the Zoning By-law for Public Consultation”, dated February 9, 2026, be received for Information.

Carried

11.3 ITEM GS03-26

Director, Growth and Sustainability (Gerrit Boerema)

Re: Information Report PD-05-2026 - Affordable Housing Community Improvement Plan File No.1701-001-26

Moved By Councillor William Reilly

Seconded By Mayor Cheryl Ganann

1. That Information Report PD-05-2026 titled “Information Report, Affordable Housing Community Improvement Plan, File No. 1701-001-26” dated February 9, 2026 be received for information.

Carried)

12. OTHER BUSINESS

12.1 ITEM GS04-26

Members of Committee

Re: Other Business Matters of an Informative Nature

13. 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).

14. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 7:46 P.M.

JUSTIN PAYLOVE, MANAGER,
LEGISLATIVE SERVICES/CLERK

COUNCILLOR JOANN
CHECHALK, CHAIR

TOWNSHIP OF WEST LINCOLN
INFRASTRUCTURE COMMITTEE
MINUTES

MEETING NO. ONE

February 9, 2026, 7:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

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

Absent with regrets: Councillor Shelley Bradaric, notification provided
Councillor Mike Rehner, notification provided

Attendees:

1. CHAIR - Councillor William Reilly

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

1. Comments can be made from members of the public for a matter that is on the agenda by advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.
2. The public may submit written comments for matters that are on the agenda to jpaylove@westlincoln.ca before 4:30 p.m. on the day of the

meeting for consideration by the Committee. Comments received after 4:30 p.m. on the day of the Committee meeting will be considered at the following Council meeting. Comments submitted are included in the record.

3. This meeting will be livestreamed as well as recorded and available on the Township's website.

2. LAND ACKNOWLEDGEMENT STATEMENT

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

3. CHANGE IN ORDER OF ITEMS ON AGENDA

There were no change in order of items on agenda

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

There were no disclosure of pecuniary interest and/or conflict of interest

5. APPOINTMENTS

There are were no appointments/presentations.

6. REQUEST TO ADDRESS ITEMS ON THE AGENDA

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

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

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

7. COMMUNICATIONS

There were no communications.

8. STAFF REPORTS

8.1 ITEM IC01-26

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

RE: Information Report I-06-2026 - 2025 CLI-ECA Annual Performance Reports

Moved By Councillor Greg Maychak

Seconded By Councillor Joann Chechalk

1. That, Information Report I-06-2026 titled, "2025 CLI-ECA Annual Performance Reports", dated February 9, 2026, be received.

Carried

8.2 ITEM IC02-26

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

Re: Information Report I-02-2026 - 2025 DWQMS Management Review Summary

Moved By Councillor Joann Chechalk

Seconded By Mayor Cheryl Ganann

1. That, Information Report I-02-2026 titled, "2025 DWQMS Management Review Summary" dated February 9, 2026, be received for information.

Carried

8.3 ITEM IC03-26

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

Re: Information Report I-04-2026 - 2025 Water Distribution System Annual Report

Moved By Councillor Joann Chechalk

Seconded By Mayor Cheryl Ganann

1. That, Information Report I-04-2026 titled, "2025 Water Distribution System Annual Report" dated February 9, 2026, be received for information.

Carried

8.4 ITEM IC04-26

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

Re: Information Report I-03-2026 - 2025 Water Quality Annual Report

Moved By Councillor Jason Trombetta

Seconded By Councillor Greg Maychak

1. That, Information Report I-03-2026 titled, “2025 Water Quality Annual Report”, dated February 9, 2026, be received for information.

Carried

8.5 ITEM IC05-26

Director, Infrastructure (Mike DiPaola)

Re: Recommendation Report I-05-2026 - Niagara Region Waste Collection RFP – Designated Business Area (DBA) Enhanced Service Levels

Moved By Councillor Jason Trombetta

Seconded By Councillor Greg Maychak

1. That Recommendation Report I-05-2026 titled “Niagara Region Waste Collection RFP – Designated Business Area (DBA) Enhanced Service Levels”, dated February 9, 2026, be received; and
2. That Council direct Administration to request pricing through Niagara Region’s upcoming waste collection RFP to maintain the existing enhanced waste collection service levels for the Township’s DBA beyond the current contract term; and
3. That Council direct Administration to request provisional pricing through the Region’s RFP for additional enhanced service options as outlined in this report; and
4. That Administration report back to Council with pricing results and recommendations for approval prior to the implementation of any enhanced services.

9. OTHER BUSINESS

9.1 ITEM IC06-26

Members of Council

Re: Other Business Items of an Informative Nature

Mayor Ganann

Re: Family Day Activities

Hockey Game

Councillor Chechalk

Re: Hockey Game

Councillor Maychak

Re: Hockey Game

10. 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)

11. CONFIDENTIAL MATTERS

There are no confidential matters.

12. ADJOURNMENT

The Chair to declare the meeting adjourned at the hour of 8:15 p.m.

JUSTIN PAYLOVE, MANAGER,
LEGISLATIVE SERVICES/CLERK

COUNCILLOR WILLIAM REILLY,
CHAIR

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

MEETING NO. ONE

February 17, 2026, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

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

Absent: Councillor Mike Rehner, notification provided

Attendees: John Ganann
Carlos Alvarez*

Attended part-time*

1. CHAIR - Councillor Shelley Bradaric

Prior to commencing with the Corporate Services Committee meeting agenda, Chair Bradaric will note the following:

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

2. LAND ACKNOWLEDGEMENT STATEMENT

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

3. CHANGE IN ORDER OF ITEMS ON AGENDA

There were no change in order of items on agenda

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

There were no disclosure of pecuniary interest and/or conflict of interest

5. APPOINTMENTS

5.1 KPMG LLP, Carlos Alvarez, Lead Audit Engagement Partner

Re: 2025 Audit Planning Report

POWERPOINT PRESENTATION

Carlos Alvarez, Lead Audit Engagement Partner gave a brief presentation in regard to the 2025 Audit Planning Report.

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 Corporate Services Committee agenda.

7. COMMUNICATIONS

7.1 ITEM CS01-26

FACS Niagara Foundation

Re: 5th Annual Mountainview LemonAID Day for FACS Niagara -
Saturday, June 13, 2026

Moved By Councillor William Reilly

Seconded By Mayor Cheryl Ganann

1. That the Council of the Township of West Lincoln hereby supports Family and Children's Services (FACS) Niagara and their upcoming fundraising and community event being Mountainview LemonAID Day to be held on Saturday June 13, 2026; and,
2. That, Administration be directed to promote the upcoming fundraiser and community event by sharing the message on Township Social Media platforms.

Carried

7.2 ITEM CS-02-26

West Lincoln Age Friendly Advisory Committee (WLAFAC)

Re: Minutes - January 9, 2026

Moved By Councillor Jason Trombetta

Seconded By Councillor Joann Chechalk

1. That, the West Lincoln Age Friendly Advisory Committee Minutes dated January 9, 2026, be received.

Carried

7.3 ITEM CS-03-26

Manager, Legislative Services/Clerk (Justin Paylove)
Re: Memo - Drainage Agreement (Snippe)
FOR INFORMATION

8. STAFF REPORTS

8.1 ITEM CS04-26

Fire Chief (Tim Hofsink)
Re Information Report - WLFD-02-2026 - Monthly Update – January 2026

Moved By Mayor Cheryl Ganann
Seconded By Councillor William Reilly

1. That, Information Report titled “WLFD-02-2026 - Monthly Update - January 2026”, dated February 17, 2026, be received; and,
2. That, Budget Amendment BA2026-03, in the amount of \$32,000, to recognize the Ontario Fire Protection Grant, to be used towards personal protective and decontamination equipment, be approved by Council.

Carried

8.2 ITEM CS05-26

Director, Legal and Legislative Services (Jessica Dyson)
Re: Information Report LLS-02-2026 – By-law Enforcement Services
Year-End Update

Moved By Councillor William Reilly
Seconded By Councillor Greg Maychak

1. That, Information Report LLS-02-2026 titled, “By-law Enforcement Services Year-End Update”, dated February 17, 2026, be received.

Carried

8.3 ITEM CS06-26

Manager, Legislative Services/Clerk (Justin Paylove)
Re: Recommendation Report LLS-01-2026 - Amendment to Delegated
Authority – Authority to Pursue Partnerships through fee Waivers

Moved By Mayor Cheryl Ganann

Seconded By Councillor Joann Chechalk

1. That, Recommendation Report LLS-01-2026 titled “Amendment to Delegated Authority – Authority to Pursue Partnerships through fee waivers” dated February 17, 2026 be received; and,
2. That, administration return with an amended by-law to the February 23, 2026 Council Meeting.

Carried

Councillor Chechalk left the meeting at approximately 7:40 p.m.

8.4 ITEM CS07-26

Director, Corporate Services/CFO (Katelyn Repovs)

Re: Information Report T-03-2026 - Ontario Regulation 284/09 for 2026 Budget Reporting

Councillor Joann Chechalk left the meeting at 7:36 pm.

Moved By Mayor Cheryl Ganann

Seconded By Councillor Greg Maychak

1. That, Information Report T-03-2026, titled “Ontario Regulation 284/09 for 2026 Budget Reporting”, dated February 17, 2026, be received for information.

Carried

8.5 ITEM CS08-26

Director, Corporate Services/CFO (Katelyn Repovs) and Director, Infrastructure (Mike DiPaola)

Re: Recommendation Report T-02-2026 - Update to Utility Billing Practice for Private Multi-Residential Developments

Moved By Councillor William Reilly

Seconded By Councillor Greg Maychak

1. That, Recommendation Report T-02-2026, titled “Update to Utility Billing Practice for Private Multi-Residential Developments” dated February 17, 2026 is received; and,
2. That, Administration be directed to amend the water and wastewater fixed charges billing methodology for private multi-residential developments serviced by a single water meter within a

chamber or pit, as outlined in this Report, effective January 1, 2026; and,

3. That, By-law 2026-05 be passed by Council at the February 23, 2026 Council meeting, to amend By-law 2025-72, Consolidated Fees and Charges.

Carried

9. OTHER BUSINESS

9.1 ITEM CS09-26

Members of Committee

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

9.2 ITEM CS10-26

Members of Council

Re: Other Business Items of an Informative Nature

Mayor Ganann

Re: Thanked Staff - Family Day

- Thanked Fire Department - Pancake Breakfast
- Hockey Game

Councillor Maychak

Re: Thanked Fire Department - Pancake Breakfast raised over \$1,000

- Thanked Partners

10. 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)

11. CONFIDENTIAL MATTERS

There were no confidential matters.

12. DISCLOSURE OF CONFIDENTIAL MATTERS

13. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 7:45 P.M.

JUSTIN PAYLOVE, MANAGER,
LEGISLATIVE SERVICES/CLERK

COUNCILLOR SHELLEY
BRADARIC, CHAIR



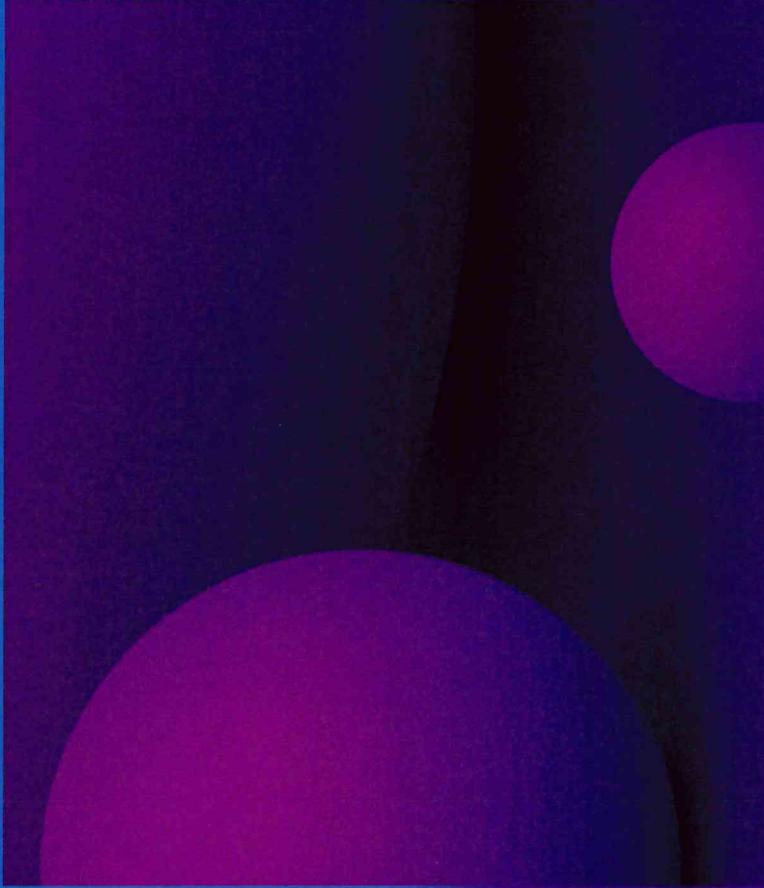
The Corporation of the Township of West Lincoln

Audit Report
for the Planning for the year ending
December 31, 2025

KPMG LLP

Prepared as of February 9, 2026 for presentation on February 17,
2026

kpmg.ca/audit



KPMG contacts

Key contacts in connection with this engagement



Carlos Alvarez
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Audit Senior Manager
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Caroline Paron
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Table of contents

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15	Risk assessment	20	Key milestones and deliverables	22	Audit quality
26	Independence	38	Appendices		

Digital use information

This Audit Planning Report is also available as a "hyper-linked" PDF document.

If you are reading in electronic form (e.g. in "Adobe Reader" or "Board Books"), clicking on the home symbol on the top right corner will bring you back to this slide.



Click on any item in the table of contents to navigate to that section.

Audit highlights

No matters to report
 Matters to report – see link for details

Scope

Audit strategy

Audit strategy-
Group audit

Our audit of the consolidated financial statements (“financial statements”) of The Corporation of the Township of West Lincoln (“the Township”) as of and for the period ending December 31, 2025, will be performed in accordance with Canadian generally accepted auditing standards.

[Engagement letter](#)

Materiality \$646,000

Involvement of others

Total	Total assets	Total revenue
Total tested	100%	100%

Involvement of non-KPMG firms

Risk assessment

<input checked="" type="checkbox"/> Risk of management override of controls <input type="checkbox"/> Other significant risks <input type="checkbox"/> Presumed risk of fraudulent revenue recognition	<input checked="" type="checkbox"/> Other risks of material misstatement <ul style="list-style-type: none"> Revenue Recognition Operating expenditures including payroll Tangible capital assets Employee benefit obligation Financial instruments Investment in Peninsula West Power Inc. (PWPI) Investments
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The purpose of this report is to assist you, as a member of the Committee, in your review of the plan for our audit of the financial statements. This report is intended solely for the information and use of Management, the Committee, and the Board of Directors and should not be used for any other purpose or any other party. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this report to the Committee has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.



Materiality



We **initially determine materiality** at a level at which we consider that misstatements could reasonably be expected to influence the economic decisions of users. Determining materiality is a matter of **professional judgment**, considering both quantitative and qualitative factors, and is affected by our perception of the common financial information needs of users of the financial statements as a group. We do not consider the possible effect of misstatements on specific individual users, whose needs may vary widely.

We **reassess materiality** throughout the audit and revise materiality if we become aware of information that would have caused us to determine a different materiality level initially.

Plan and perform the audit

We **initially determine materiality** to provide a basis for:

- Determining the nature, timing and extent of risk assessment procedures;
- Identifying and assessing the risks of material misstatement; and
- Determining the nature, timing, and extent of further audit procedures.

We design our procedures to detect misstatements at a level less than materiality in individual accounts and disclosures, to reduce to an appropriately low level the probability that the aggregate of uncorrected and undetected misstatements exceeds materiality for the financial statements as a whole.

Evaluate the effect of misstatements

We also **use materiality** to evaluate the effect of:

- Identified misstatements on our audit; and
- Uncorrected misstatements, if any, on the financial statements and in forming our opinion.

Group audit – Scoping

We respond to identified and assessed risks of material misstatement to the group by performing further audit procedures.

Further audit procedures to be performed by:	Total assets	Total revenue
Total group auditor	100% 	100% 
Total tested	100% 	100% 
Total consolidated	100%	100%

Entity Name	Change in Scope?	Component Materiality	Full-Scope Standalone Audit?
The Corporation of the Township of West Lincoln (non-consolidated)	Consistent with Prior Period	\$581,100	Yes
Township of West Lincoln Public Library Board	Consistent with Prior Period	\$25,000	Yes
Township of West Lincoln Trust Funds	Consistent with Prior Period	\$600	Yes





Significant risks



Fraud risk over revenue recognition (presumed significant risk of material misstatement)

RISK OF FRAUD

Why is it significant?

Presumption of the risk of fraud over revenue recognition

This is a presumed fraud risk under Canadian Auditing Standards.

There are generally pressures or incentives on management to commit fraudulent financial reporting through inappropriate revenue recognition when performance is measured in terms of year-over-year revenue growth or profit.

Our planned response

The presumed risk has been rebutted for all revenues earned by the Township. Revenues earned from tax levies, user fees, and grants are not subject to significant judgment regarding revenue recognition. As a result, we have concluded there is not a significant risk of fraud relating to revenue recognition.

We have assessed revenue recognition as a risk of error and as such will conduct procedures on revenue recognition.

Advanced technologies

Our KPMG Clara Journal Entry Analysis Tool assists in the performance of detailed journal entry testing based on engagement-specific risk identification and circumstances. Our tool provides auto-generated journal entry population statistics and focusses our audit effort on journal entries that are riskier in nature.

[Click to learn more](#)



Other risks of material misstatement



Revenue recognition - Government grants and development charges, including related deferrals – risk of error

We will perform substantive procedures over government grants and development charges to address the relevant assertions and ensure appropriate deferral at December 31, 2025



Operating expenditures, including payroll and related accruals

We will perform substantive procedures over operating expenditures and payroll to address the relevant assertions including the use of Data & Analytical procedures.



Tangible capital assets

We will perform substantive procedures to address the relevant assertions including testing of significant additions and disposals and assessing the status of any capital projects identified as work-in-process.

We will perform procedures over the fair value of contributed assets and recognition as revenue.

We will agree fair value estimates of contributed tangible capital assets to supporting third party documentation or estimated by the Township.



Other risks of material misstatement



We will perform substantive procedures to address any changes in the estimate year over year, such as any inflation, remediation, or disposal impacts.



Required inquiries of Council

We kindly request that any concerns be raised to KPMG by May 1, 2026.



Inquiries regarding risk assessment, including fraud risks

- What are the views of Council about fraud risks, including management override of controls, in the Township? And have you taken any actions to respond to any identified fraud risks?
- Is the Council aware of, or has identified, any instances of actual, suspected, or alleged fraud, including misconduct or unethical behavior related to financial reporting or misappropriation of assets?
 - If so, have the instances been appropriately addressed and how have they been addressed?
- How does Council exercise oversight over management's assessment of fraud risk and the establishment of controls to address/mitigate fraud risks?
- Is Council aware of any instances of actual or possible violations of laws and regulations, including illegal acts (irrespective of materiality threshold)?
- Is Council aware of any additional matters relevant to the audit?



Inquiries regarding processes

- Is Council aware of or have they received tips or complaints regarding the Township's financial reporting (including those received through an internal whistleblower program, if such programs exist)? If so, what was the responses to such tips and complaints from Council?



Inquires regarding related parties and significant unusual transactions

- Is Council aware of any instances where the Township entered into any significant unusual transactions?
- What is Council's understanding of the Township's relationships and transactions with related parties that are significant to the Township?
- Is Council concerned regarding relationships or transactions with related parties? If so, what is the substance of those concerns?



Key milestones and deliverables

Dec 2025

Planning & Risk Assessment

- Debrief prior year with management
- Kick-off with management
- Planning and initial risk assessment procedures, including:
 - Involvement of others
 - Identification and assessment of risks of misstatements and planned audit response for certain processes
- Obtain and update an understanding of the Township and its environment
- Inquire of management and others within the Township about risks of material misstatement

Jan – Apr

Risk assessment & Interim work

- Evaluate the Entity's components of internal control, other than the control activities component
- Perform process walkthroughs for certain business processes
- Identify process risk points for certain business processes
- Complete interim data extraction and processing activities
- Perform interim substantive audit procedures
- Complete initial risk assessment
- Communicate audit plan
- Identify IT applications and environments

May – June 2026

Final Fieldwork & Reporting

- Complete year-end data extraction and processing activities
- Perform remaining substantive audit procedures
- Evaluate results of audit procedures, including control deficiencies and audit misstatements identified
- Review financial statement disclosures
- Present audit results and perform required communications
- Issue audit report on financial statements
- Closing meeting with management
- Filing date: Issue audit reports on financial statements

Our commitment to delivering audit quality

We define 'audit quality' as being the outcome when:

- audits are executed consistently, in line with the requirements and intent of applicable professional standards within a strong system of quality management; and
- all of our related activities are undertaken in an environment of the utmost level of objectivity, independence, ethics and integrity.

KPMG is committed to fulfilling our public interest role in providing robust assurance that can benefit investors and other stakeholders. Businesses are integrating technology in ways once unimaginable. Geopolitical changes and inflationary pressures continue to drive uncertainty, and businesses need to take action to respond to societal threats like climate change.

The pace and scale of change only strengthens our resolve to ensure the quality, consistency and adaptability of our services are fit for this new future. Audit and assurance quality remains the highest priority at KPMG.

Through sustained innovation, we aim to consistently deliver superior audit quality. Across the global organization:

- KPMG firms have implemented a consistent risk-based approach to our system of quality management to drive audit and assurance quality, enabling us to meet the requirements of the International Standard on Quality Management 1 (ISQM 1).
- We are utilising powerful technologies on audit and assurance engagements, including artificial intelligence, and leveraging our alliances with technology leaders such as Microsoft to further enhance quality and provide even more value through deeper analysis of businesses, no matter their size.
- We believe the same level of rigour, quality, consistency and trust that is applied to financial statement information by companies should also apply to ESG reporting. Therefore, across the global organization we have deployed an assurance methodology, KPMG Clara workflow and learning tools to upskill and build teams to provide assurance on ESG reporting that helps our clients build a more sustainable future.

We encourage you to read our Transparency Report to learn more about our system of quality management and our firm's statement on the effectiveness of our SoQM:





How do we deliver audit quality?

Quality essentially means doing the right thing and remains our highest priority.

We have strengthened the consistency and robustness of our system of quality management to meet the requirements of ISQM 1 (CSQM 1), issued by the International Audit and Assurance Standards Board. Foundational for quality management, KPMG's globally consistent approach to ISQM 1 drives compliance with the standard and our efforts to strengthen trust and transparency with clients, the capital markets and the public we serve.

Aligned with ISQM 1 (CSQM 1), our SoQM meets the requirements of the International Code of Ethics for Professional Accountants (including International Independence Standards) issued by the International Ethics Standards Board for Accountants (IESBA) and the relevant rules of professional conduct / code of ethics applicable to the practice of public accounting in Canada, which apply to professional services firms that perform audits of financial statements.

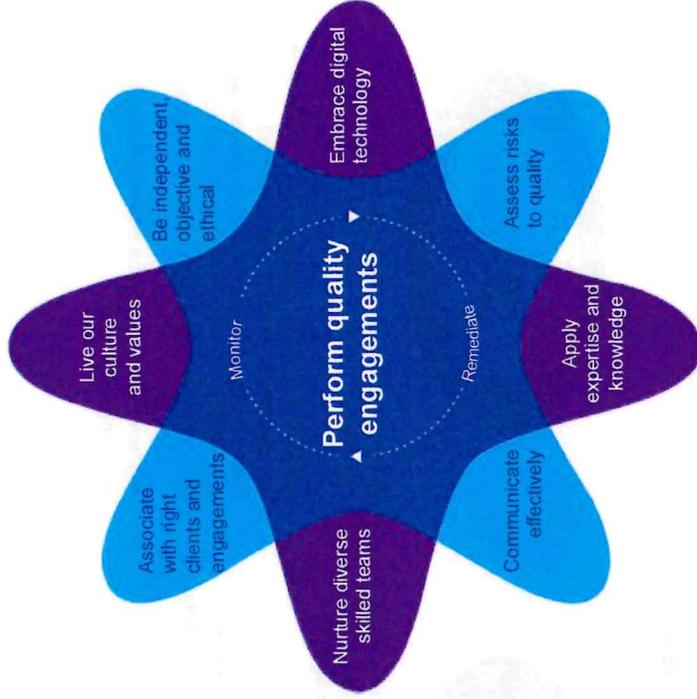
Our **Global Quality Framework** outlines how we deliver quality and how every KPMG professional contributes to its delivery.



'Perform quality engagements' sits at the core, along with our commitment to continually monitor and remediate to fulfil our quality drivers.



Our **quality value drivers** are the cornerstones to our approach underpinned by the **supporting drivers** and give clear direction to encourage the right behaviours in delivering audit quality.



Doing the right thing. Always.





Independence: Shared responsibilities

Auditor independence is a shared responsibility and most effective when management, audit committees, and audit firms work together in considering compliance with relevant independence rules. In order for KPMG to fulfill its professional responsibility to maintain and monitor independence, management, the audit committee, and KPMG each play an important role. We apply the following ethical requirements, including independence requirements, in:

- the rules of professional conduct / code of ethics applicable to the practice of public accounting issued by various professional accounting bodies in Canada (“CPA code”) that are relevant to audits of financial statements of reporting issuers; and
- the International Code of Ethics for Professional Accountants (including International Independence Standards) issued by the International Ethics Standards Board for Accountants (“IESBA independence rule”) that are relevant to audits of financial statements of public interest entities.



The firm maintains a system of quality control over compliance with independence rules and firm policies. Timely information before the effective date of transactions or other business changes is necessary to effectively maintain the firm’s independence in relation to:

- New related entities
- Any former KPMG professional who are directors, officers, or employee in a position to exert significant influence over the preparation of the client’s accounting records or the financial statements.

- The CPA Code and IESBA independence rules require the audit committee to pre-approve all audit and permitted non-audit services to be provided by the auditor.
- IESBA also has requirements to obtain the audit committee’s concurrence with the provision of non-assurance services and the auditor’s conclusion on the impact to independence.

- We are required report to the audit committee all relationships that may reasonably be thought to bear on our independence, including fees charged, and discuss the potential effects of such relationships on our independence. We are also required report to the related safeguards that have been applied, as applicable, to eliminate identified threats to independence or reduce them to an acceptable level.
- This communication will be provided during our year-end communications.

Request for pre-approval of services



We are presenting the following services for pre-approval by the Committee. We will inform the Committee on a timely basis of any services performed pursuant to pre-approval previously granted under the policies and procedures approach.

The services are not prohibited, and threats to our independence, if any, resulting from the provision of the services will be eliminated or reduced to an acceptable level. Further details on the services and the assessment of the potential effects on our independence are included on the slides that follow.

Other Audit services	Country	Legal entity	Fee: CDN (estimated)	Fee structure
Audit of the 2025 Consolidated financial statements	Canada	Consolidated Township	See engagement letter	Fixed





Appendices



Engagement letter



Regulatory communications



New accounting/auditing standards



Insights

Appendix: Engagement letter

Engagement letter can be provided upon request



Appendix: Newly effective and upcoming changes to accounting standards

Standard

Summary and implications

Concepts Underlying Financial Performance

What's new?

- The framework provides the core concepts and objectives underlying Canadian public sector accounting standards.
- The ten chapter conceptual framework defines and elaborates on the characteristics of public sector entities and their financial reporting objectives. Additional information is provided about financial statement objectives, qualitative characteristics and elements. General recognition and measurement criteria, and presentation concepts are introduced.

Application: The new Guideline is effective beginning on or after April 1, 2026 with earlier adoption permitted.



Appendix: Newly effective and upcoming changes to accounting standards

Standard

Summary and implications

PS 1202 Financial Statement Presentation

What's new?

- The proposed section PS 1202 Financial statement presentation will replace the current section PS 1201 Financial statement presentation.
- The proposed section includes the following:
 - Relocation of the net debt indicator to its own statement called the statement of net financial assets/liabilities, with the calculation of net debt refined to ensure its original meaning is retained.
 - Separating liabilities into financial liabilities and non-financial liabilities.
 - Restructuring the statement of financial position to present total assets followed by total liabilities.
 - Changes to common terminology used in the financial statements, including re-naming accumulated surplus (deficit) to net assets (liabilities).
 - Removal of the statement of remeasurement gains (losses) with the information instead included on a new statement called the statement of changes in net assets (liabilities). This new statement would present the changes in each component of net assets (liabilities), including a new component called "accumulated other".
 - A new provision whereby an entity can use an amended budget in certain circumstances.
 - Inclusion of disclosures related to risks and uncertainties that could affect the entity's financial position.
 - The Public Sector Accounting Board is currently deliberating on feedback received on exposure drafts related to the reporting model.
 - The standard notes that recognition of infrastructure by the public sector entity would occur when it controls the purpose and use of the infrastructure, when it controls access and the price, if any, charged for use, and it controls any significant interest accumulated in the infrastructure when the public private partnership ends.
 - The public sector entity recognizes a liability when it needs to pay cash or non-cash consideration to the private sector partner for the infrastructure.
 - The infrastructure would be valued at cost, which represents fair value at the date of recognition with a liability of the same amount if one exists. Cost would be measured in reference to the public private partnership process and agreement, or by discounting the expected cash flows by a discount rate that reflects the time value of money and risks specific to the project.

Application: PS 1202 Financial statement presentation will apply to fiscal years beginning on or after April 1, 2026 to coincide with the adoption of the revised conceptual framework. Early adoption will be permitted.



Appendix: Newly effective and upcoming changes to accounting standards

Standard

Summary and implications

Employee Benefits

What's new?

- The Public Sector Accounting Board has initiated a review of sections PS 3250 Retirement benefits and PS 3255 Post-employment benefits, compensated absences and termination benefits.
- The intention is to use principles from International Public Sector Accounting Standard 39 Employee benefits as a starting point to develop the Canadian standard.
- Given the complexity of issues involved and potential implications of any changes that may arise from the review of the existing guidance, the new standards will be implemented in a multi-release strategy. The first standard will provide foundational guidance. Subsequent standards will provide additional guidance on current and emerging issues.
- The proposed section PS 3251 Employee benefits will replace the current sections PS 3250 Retirement benefits and PS 3255 Post-employment benefits, compensated absences and termination benefits. It will apply to fiscal years beginning on or after April 1, 2026. Early adoption will be permitted and guidance applied retroactively.
- This proposed section would result in public sector entities recognizing the impact of revaluations of the net defined benefit liability (asset) immediately on the statement of financial position. Organizations would also assess the funding status of their post-employment benefit plans to determine the appropriate rate for discounting post-employment benefit obligations.

Application: The Public Sector Accounting Board is in the process of evaluating comments received from stakeholders on the exposure draft.

Appendix: Audit and assurance insights

Our latest thinking on the issues that matter most to Audit Committees, Councils, board of directors and management.

KPMG Audit & Assurance Insights
Curated research and insights for audit committees and boards.

Board Leadership Centre
Leading insights to help board members maximize boardroom opportunities

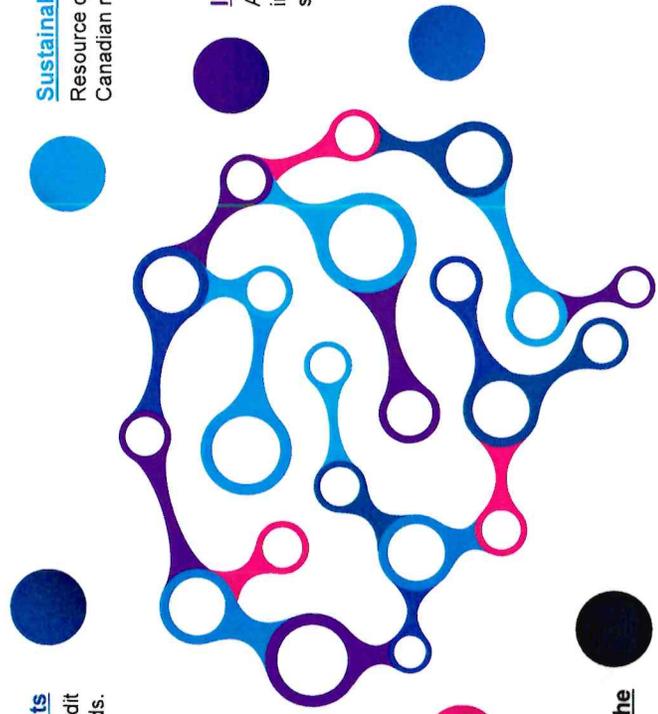
Current Developments
Series of quarterly publications for Canadian businesses including Spotlight on IFRS, Canadian Assurance & Related Services, Canadian Securities Matters, and US Outlook reports.

Accelerate - The key issues driving the audit committee agenda
Discover the most pressing risks and opportunities that face audit committees, boards and management teams.

Sustainability Reporting
Resource centre on implementing the new Canadian reporting standards

IFRS Breaking News
A monthly Canadian newsletter that provides the latest insights on accounting, financial reporting and sustainability reporting.

Audit Committee Guide – Canadian Edition
A practical guide providing insight into current challenges and leading practices shaping audit committee effectiveness in Canada.





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THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2026-05

**BEING A BY-LAW TO AMEND BY-LAW 2025-72,
CONSOLIDATE FEES AND CHARGES AND TO
ESTABLISH USER FEES AND CHARGES FOR SERVICES,
ACTIVITIES OR THE USE OF PROPERTY WITHIN THE
TOWNSHIP OF WEST LINCOLN**

WHEREAS the Council of the Corporation of the Township of West Lincoln enacted By-law 2025-72, as amended, to Consolidate Fees and Charges and to establish User Fees and Charges for Services, Activities or the Use of Property within the Township;

AND WHEREAS the Council of the Corporation of the Township of West Lincoln deems it expedient to amend By-law 2025-72 for additional clarification regarding the fixed charges billing methodology for private multi-residential developments serviced by a single water meter within a chamber or pit.

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

1. That Schedule A of By-law 2025-72 be amended to include the following:

Notwithstanding any other provision of the Township's Water and Wastewater By-law 2004-42 (Consolidated as Amended), where a private development, including but not limited to a condominium block or similar multi-residential development, is serviced by a single water meter installed within a meter chamber or pit and supplies water to more than one residential dwelling unit, the water and wastewater quarterly base charges shall be calculated by multiplying the total number of residential dwelling units within the private development by the applicable water and wastewater base charges for a standard 5/8" water meter, as set out in this By-law, regardless of the actual meter size installed.

2. That this amendment to By-law 2025-72, Schedule "A", shall be effective as of January 1, 2026.

**READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS
23 DAY OF FEBRUARY, 2026.**

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

**Consolidated Schedule of
Fees and Charges**

West Lincoln

Your Future Naturally

Effective January 1, 2026

Introduction

The Township of West Lincoln depends on revenue from property taxes and user fees and charges to provide quality Township services and programs. Many of the Township's services are funded by property taxes; however, in some cases, the Township charges a direct user fee to the individual/organization that specifically benefits from the service. Therefore, user fees and charges are established to ensure that services specific to individuals/organizations are not subsidized by all ratepayers within the Township.

The Township of West Lincoln is proud to offer the services outlined in this guide at a minimal cost to the community members that require them. The user fees and charges outlined in this document are approved via the Consolidated User Fees and Charges By-Law, and come into effect on January 1, 2026 (unless otherwise indicated).

Disclaimer

Where it is found that a fee in this schedule is different than an approved by-law or policy, the latter shall prevail.

The user fees and charges noted in the schedule are inclusive of the harmonized sales tax (HST) of 13%, where applicable. If an individual user fee includes HST, this is indicated in the 'HST' column within the fee schedule. A 'Y' indicates that the fee includes HST; a 'N' indicates that the fee is not subject to HST/does not include HST.

Contact Information

The fees and charges contained within this document represent costs for specific activities. The total cost for a service may involve multiple activities and therefore may be higher than any single activity listed. For guidance on the total cost of a service, or for more information about content within this guide, please [contact](#) the appropriate municipal staff.

By-Law 4

Building 5

Cemetery 12

Corporate Services 13

Fire 14

Legislative Services 16

Library 18

Planning 19

Public Works 23

Recreation 24

Utility 28

2026 FEES AND CHARGES

SERVICE AREA: BY-LAW

Description	2025 Fee	2026 Fee	Change	HST
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NON-PARKING AMPS

Administrative Fees				
Returned Payment Fee (Non-Sufficient Funds)	\$37.00	\$39.00	\$2.00	N
Late Payment	\$28.00	\$29.00	\$1.00	N
Remedial Work Undertaken by Township and/or Contractor	Actual costs	Actual costs + 10% admin	-	Y
Register Mail/Courier	\$0.00	Actual costs	-	Y
Service of Document	\$0.00	Actual costs	-	Y
Unlawfully Placed Signs on Public Property (per sign)	\$0.00	\$50.00	\$50.00	N

PARKING

Administrative Fees				
Ministry of Transportation (MTO) Search	\$0.00	Actual Costs	-	Y

NON-APPEARANCE FEE (Parking)

Administrative Fees				
Screening Non-Appearance	\$0.00	\$50.00	\$50.00	N
Hearing Non-Appearance	\$0.00	\$100.00	\$100.00	N

NON-APPEARANCE FEE (Non -Parking)

Administrative Fees				
Screening Non-Appearance	\$0.00	\$100.00	\$100.00	N
Hearing Non-Appearance	\$0.00	\$250.00	\$250.00	N

ORDER TO COMPLY

Administrative Fees				
Issuance of an Order to Comply	\$0.00	\$150.00	\$150.00	N
Subsequent Issuance of and Order to Comply	\$0.00	\$250.00	\$250.00	N
Non-Compliance Inspection Fee	\$0.00	\$200.00	\$200.00	Y

PROPERTY STANDARDS

Administrative Fees				
Certificate of Compliance	\$111.00	\$115.00	\$4.00	N
Registration of Order register in Land Registry Office	\$0.00	\$150.00	\$150.00	N
Discharge of Order registered in Land Registry Office (includes original registration of Order)	\$357.00	\$368.00	\$11.00	N
File Notice of Appeal	\$384.00	\$396.00	\$12.00	N

2026 FEES AND CHARGES

SERVICE AREA: BUILDING

Description	2024-2025 Fee	2026 Fee	Change	HST
NEW CONSTRUCTION AND ADDITIONS				
Group A – Assembly Occupancies				
school, church, restaurant over 30 seats, library, theatre, educational or recreational facility and occupancies of a similar nature - per sq. m.	\$20.81	\$25.56	\$4.75	N
outdoor public swimming pool	\$411.00	\$469.00	\$58.00	N
Group B – Institutional Occupancies				
hospital, nursing home, reformatory, prison and occupancies of a similar nature - per sq. m.	\$22.80	\$27.28	\$4.48	N
Group C – Residential Occupancies				
single detached, semi-detached, duplex dwelling - per sq. m.	\$15.88	\$18.13	\$2.25	N
triplex, four plex, townhouse dwelling - per sq. m.	\$15.88	\$18.13	\$2.25	N
apartment building - per sq. m.	\$15.88	\$18.13	\$2.25	N
hotel / motel - per sq. m.	\$13.52	\$18.13	\$4.61	N
repeat plans for single detached, etc. - per sq. m.	\$13.50	\$15.41	\$1.91	N
garage, carport, deck, porch, shed (accessory building) - per sq. m.	\$4.00	\$5.00	\$1.00	N
finish basement in dwelling unit - per sq. m.	\$7.95	\$9.06	\$1.11	N
sunroom / solarium (not heated) - per sq. m.	\$8.74	\$9.97	\$1.23	N
swimming pool - seasonal	\$109.00	\$260.00	\$151.00	N
swimming pool - above ground	\$163.00	\$260.00	\$97.00	N
swimming pool - in ground	\$217.00	\$260.00	\$43.00	N
solar collectors for swimming pools	\$208.00	\$228.00	\$20.00	N
Group D – Business and Personal Service Occupancies				
office or medical building, financial institution and occupancies of a similar nature – FINISHED - per sq. m.	\$20.31	\$24.06	\$3.75	N
office or medical building, financial institution and occupancies of a similar nature – ARCHITECTURAL SHELL - per sq. m.	\$16.64	\$21.17	\$4.53	N
Group E – Mercantile Occupancies				
low rise retail store, strip plaza, small restaurant or 30 seats or less and occupancies of a similar nature – FINISHED - per sq. m.	\$18.81	\$23.45	\$4.64	N
low rise retail store, strip plaza, small restaurant or 30 seats or less and occupancies of a similar nature – ARCHITECTURAL SHELL - per sq. m.	\$14.96	\$19.99	\$5.03	N
Group F – Industrial Occupancies				
factory, plant, warehouse, industrial building and occupancies of a similar nature - per sq. m.	\$13.52	\$17.35	\$3.83	N
parking garage - per sq. m.	\$14.87	\$19.00	\$4.13	N
service station and/or car wash - per sq. m.	\$9.50	\$16.00	\$6.50	N
canopies including gas station canopies and those intended for the parking and loading or unloading of vehicles - per sq. m.	\$6.06	\$7.00	\$0.94	N
Private Sewage Systems				
new application and/or replacement of existing CLASS IV system	\$1,406.00	\$1,740.00	\$334.00	N
minor sewage system repair or septic tank replacement	\$649.00	\$720.00	\$71.00	N
CLASS V installation	\$649.00	\$800.00	\$151.00	N
building addition / alteration	\$380.00	\$550.00	\$170.00	N
comment on consent applications	\$380.00	\$550.00	\$170.00	N

2026 FEES AND CHARGES

SERVICE AREA: BUILDING

Description	2024-2025 Fee	2026 Fee	Change	HST
Private Sewage Systems (continued)				
Subdivision for each lot	\$380.00	\$490.00	\$110.00	N
Investigate complaint/site visit	\$380.00	\$490.00	\$110.00	N
Follow-up/site visit (non-routine inspections)	\$380.00	\$490.00	\$110.00	N
Analysis/report	\$380.00	\$490.00	\$110.00	N
Farm Buildings				
Greenhouse - per sq. m.	\$1.13	\$1.26	\$0.13	N
barn or agricultural building other than a greenhouse - per sq. m. under 250 sqm	\$2.66	\$2.99	\$0.33	N
barn or agricultural building other than a greenhouse - per sq. m. over 250 sq m	\$2.66	\$4.48	\$1.82	N
Mobile/Portable Buildings				
trailer (construction trailer/sea container)	\$298.00	\$316.00	\$18.00	N
relocatable building/portable (support structure included)	\$443.00	\$491.00	\$48.00	N
CSA certified mobile home (foundation not included)	\$328.00	\$351.00	\$23.00	N
uncertified mobile home (foundation included) - per sq. m.	\$9.91	\$10.38	\$0.47	N
mobile home foundation - per sq. m.	\$4.00	\$4.57	\$0.57	N
Tents and Air Supported Structures				
air supported structure, tent, temporary fabric structure (use aggregate area for multiple tents) – under 250 per sq. m.	\$255.00	\$263.00	\$8.00	N
air supported structure, tent, temporary fabric structure (use aggregate area for multiple tents) – 250 per sq. m. or more - per sq.m. over 250 sq.m.	\$2.25	\$2.32	\$0.07	N
Signs				
Ground sign - less than 2.5 per sq. m. [26.91 per sq.ft.]	\$163.00	\$175.00	\$12.00	N
Ground sign - 2.5 per sq. m. [26.91 per sq.ft.] to 10 per sq. m. [107.64 per sq.ft.]	\$325.00	\$351.00	\$26.00	N
Ground sign - 10 sq. m. [107.64 per sq.ft.] or greater	\$488.00	\$526.00	\$38.00	N
Portable ground sign (for each 30 day period or portion thereof)	\$163.00	\$175.00	\$12.00	N
Pole sign - less than 2.5 per sq. m. [26.91 per sq.ft.]	\$163.00	\$175.00	\$12.00	N
Pole sign - 2.5 per sq. m. [26.91 per sq.ft.] to 10 per sq. m. [107.64 per sq.ft.]	\$325.00	\$351.00	\$26.00	N
Pole sign - 10 per sq. m. [107.64 per sq.ft.] or greater	\$488.00	\$526.00	\$38.00	N
Roof sign - less than 2.5 per sq. m. [26.91 per sq.ft.]	\$163.00	\$175.00	\$12.00	N
Roof sign - 2.5 per sq. m. [26.91 per sq.ft.] to 10 per sq. m. [107.64 per sq.ft.]	\$325.00	\$351.00	\$26.00	N
Fascia/wall sign - less than 2.5 per sq. m. [26.91 per sq.ft.]	\$163.00	\$175.00	\$12.00	N
Fascia/wall sign - 2.5 per sq. m. [26.91 per sq.ft.] to 10 per sq. m. [107.64 per sq.ft.]	\$325.00	\$351.00	\$26.00	N
Fascia/wall sign - 10 per sq. m. [107.64 per sq.ft.] or greater	\$488.00	\$526.00	\$38.00	N
Inflatable sign	\$163.00	\$175.00	\$12.00	N
Billboard	\$1,082.00	\$1,158.00	\$76.00	N
Permit renewal	\$163.00	\$175.00	\$12.00	N
Variance of sign regulations	\$812.00	\$877.00	\$65.00	N
Sign removal - less than 0.6 per sq. m. [6.46 per sq.ft.]	\$82.00	\$88.00	\$6.00	N
Sign removal - 0.6 per sq. m. [6.46 per sq.ft.] or greater (in addition to removal costs)	\$217.00	\$233.00	\$16.00	N
Storage fee for signs greater than 0.6 per sq. m. [6.46 per sq.ft.] (per day)	\$12.00	\$13.00	\$1.00	N

2026 FEES AND CHARGES

SERVICE AREA: BUILDING

Description	2024-2025 Fee	2026 Fee	Change	HST
Designated Structures				
communication tower	\$382.00	\$438.00	\$56.00	N
retaining wall, pedestrian bridge, crane, runway (per \$1,000 of construction)	\$20.00	\$21.00	\$1.00	N
satellite dish with structural pedestal anchored to solid concrete pier and or building structure (per \$1,000 of construction)	\$20.00	\$21.00	\$1.00	N
other designated structures as listed in Division A 1.3.1.1 of the Ontario Building Code	\$313.00	\$313.00	\$0.00	N
Miscellaneous Works				
roof structure (replace, modify or alter structure)	\$219.00	\$263.00	\$44.00	N
racking system (per \$1000 of construction)	\$20.00	\$21.00	\$1.00	N
installation of drainage layer & weeping tile system	\$250.00	\$250.00	\$0.00	N
minor alterations and repairs (not requiring plans)	\$183.00	\$219.00	\$36.00	N
underpinning /shoring (per \$1,000 of construction)	\$20.00	\$21.40	\$1.40	N
temporary stages	\$342.00	\$342.00	\$0.00	N
demising wall / party wall installation	\$189.00	\$228.00	\$39.00	N
fireplace / woodstove	\$163.00	\$163.00	\$0.00	N
Fire Systems				
electromagnetic locks	\$309.00	\$351.00	\$42.00	N
commercial kitchen hood & fire suppression system	\$382.00	\$482.00	\$100.00	N
fire alarm system upgrades / installations	\$507.00	\$614.00	\$107.00	N
sprinkler system upgrades / installations	\$507.00	\$614.00	\$107.00	N
standpipe system upgrades / installations	\$507.00	\$614.00	\$107.00	N
Energy Projects				
industrial wind turbines subject to Renewable Energy Approval in accordance with the Green Energy Act	\$13,331.00	\$14,264.00	\$933.00	N
Solar panels	\$328.00	\$351.00	\$23.00	N
solar collector – swimming pool	\$163.00	\$175.00	\$12.00	N
solar collector – ground mounted	\$436.00	\$438.00	\$2.00	N
solar collector – roof mounted	\$313.00	\$351.00	\$38.00	N

ALTERATIONS AND REPAIRS

Group A – Assembly Occupancies				
including plumbing AND mechanical (60% of full rate) - per sq. m.	\$12.49	\$15.00	\$2.51	N
including plumbing OR mechanical (55% of full rate) - per sq. m.	\$11.44	\$14.00	\$2.56	N
excluding plumbing AND mechanical (50% of full rate) - per sq. m.	\$10.40	\$13.00	\$2.60	N
Group B – Institutional Occupancies				
including plumbing AND mechanical (60% of full rate) - per sq. m.	\$13.68	\$16.00	\$2.32	N
including plumbing OR mechanical (55% of full rate) - per sq. m.	\$12.55	\$15.00	\$2.45	N
excluding plumbing AND mechanical (50% of full rate) - per sq. m.	\$11.41	\$14.00	\$2.59	N

2026 FEES AND CHARGES

SERVICE AREA: BUILDING

Description	2024-2025 Fee	2026 Fee	Change	HST
Group C – Residential Occupancies				
including plumbing AND mechanical (60% of full rate) - per sq. m.	\$9.54	\$11.00	\$1.46	N
including plumbing OR mechanical (55% of full rate) - per sq. m.	\$8.74	\$10.00	\$1.26	N
excluding plumbing AND mechanical (50% of full rate) - per sq. m.	\$7.95	\$9.00	\$1.05	N
foundation only - per sq. m.	\$4.00	\$4.00	\$0.00	N
Group D – Business and Personal Service Occupancies				
including plumbing AND mechanical (60% of full rate) - per sq. m.	\$12.19	\$14.00	\$1.81	N
including plumbing OR mechanical (55% of full rate) - per sq. m.	\$11.17	\$13.00	\$1.83	N
excluding plumbing AND mechanical (50% of full rate) - per sq. m.	\$10.16	\$12.00	\$1.84	N
Group E – Mercantile Occupancies				
including plumbing AND mechanical (60% of full rate) - per sq. m.	\$11.22	\$14.00	\$2.78	N
including plumbing OR mechanical (55% of full rate) - per sq. m.	\$10.29	\$13.00	\$2.71	N
excluding plumbing AND mechanical (50% of full rate) - per sq. m.	\$9.34	\$12.00	\$2.66	N
Group F – Industrial Occupancies				
including plumbing AND mechanical (60% of full rate) - per sq. m.	\$8.12	\$10.00	\$1.87	N
including plumbing OR mechanical (55% of full rate) - per sq. m.	\$7.44	\$10.00	\$2.56	N
excluding plumbing AND mechanical (50% of full rate) - per sq. m.	\$6.77	\$9.00	\$2.23	N
Farm Alterations				
Farm buildings up to 116 sq. m. gross floor area - per building - per sq. m.	\$6.72	\$8.00	\$1.28	N
Farm buildings over 116 sq. m. gross floor area - per sq. m.	\$6.13	\$7.00	\$0.87	N
Demolition				
buildings less than 100 sq. m. in gross floor area	\$183.00	\$209.00	\$26.00	N
all other demolitions - per sq. m.	\$0.90	\$1.00	\$0.10	N

PLUMBING AND SEWER

<i>Construction work related to plumbing and sewer installation when conducted as a component of other construction covered by a permit shall be included in the permit fee charged for that construction. Where plumbing or sewer works are done as standalone projects the following fees shall be applicable:</i>				
Single, Semi-Detached, Duplex, Triplex, Fourplex, and Row House				
first six (6) fixtures	\$236.00	\$263.00	\$27.00	N
each additional fixture	\$11.00	\$12.00	\$1.00	N
All Other Buildings				
first five (5) fixtures	\$309.00	\$351.00	\$42.00	N
each additional fixture	\$11.00	\$12.00	\$1.00	N
Sewer and Water Main Installations				
<i>The fee shown below shall include all buried pipe on private property outside the building.</i>				
first fifteen (15) metres	\$183.00	\$196.00	\$13.00	N
each additional fifteen (15) metres	\$47.00	\$50.00	\$3.00	N

2026 FEES AND CHARGES

SERVICE AREA: BUILDING

Description	2024-2025 Fee	2026 Fee	Change	HST
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Specialized Plumbing Fixtures and Appurtenances				
<i>The fee shown below shall include all plumbing contained inside the building.</i>				
back flow preventer installation (water line)	\$183.00	\$196.00	\$13.00	N
back water valve (sewer)	\$183.00	\$196.00	\$13.00	N
sump pump installation (weeping tile installation included)	\$382.00	\$409.00	\$27.00	N
grease / oil interceptor installation	\$382.00	\$409.00	\$27.00	N

OTHER FEES

Administration				
minimum permit fee	\$183.00	\$196.00	\$13.00	N
transfer of permit	\$183.00	\$196.00	\$13.00	N
moving a building (all alterations & repairs subject to applicable charges as stipulated above)	\$183.00	\$196.00	\$13.00	N
deferral of permit revocation (per instance)	\$183.00	\$196.00	\$13.00	N
limiting distance agreement (registered on title)	\$1,367.00	\$1,463.00	\$96.00	N
research request – Building Division Records search (per hour)	\$117.00	\$125.00	\$8.00	N
911 house number – sign, post and installation (rural lots)	\$183.00	\$196.00	\$13.00	N
911 house number – replacement of sign only	\$79.00	\$85.00	\$6.00	N
Permits				
change of use (under 400 sq. m.)	\$183.00	\$196.00	\$13.00	N
change of use (400 sq. m. or more) - per sq. m.	\$1.01	\$1.08	\$0.07	N
change of use (no construction required)	\$98.00	\$105.00	\$7.00	N
partial occupancy permit for unfinished buildings	\$203.00	\$217.00	\$14.00	N
Inspections				
non routine inspection (per hour)	\$146.00	\$156.00	\$10.00	N
illegal grow operation – general inspection	\$810.00	\$867.00	\$57.00	N
illegal grow operation – occupancy inspection	\$972.00	\$1,040.00	\$68.00	N
off hours inspection (per hour)	\$219.00	\$234.00	\$15.00	N
unprepared for inspection	\$146.00	\$156.00	\$10.00	N
Plans Examination				
stock plans examination (model plans reviewed without building permit application)	\$638.00	\$683.00	\$45.00	N
off hours plans examination (per hour) (min. 4 hours)	\$219.00	\$234.00	\$15.00	N
review of alternative solution (per hour) (min. 4 hours)	\$183.00	\$196.00	\$13.00	N
secondary plans examination (per hour)	\$183.00	\$196.00	\$13.00	N
review of revisions / amendments to permits	\$183.00	\$196.00	\$13.00	N
engineer review as determined by Chief Building Official	actual plus 10% admin	actual plus 10% admin	-	N

CONDITIONAL / PARTIAL PERMITS

conditional building permit agreement, in addition to all applicable building permit fees – the conditional building permit fee shall be non-refundable	\$972.00	\$1,040.00	\$68.00	N
Building Foundation – complete to grade including all underground services (% of permit fee)	15%	15%	-	N
Completed Structural Shell – complete exterior shell without any interior finishes (% of permit fee)	55%	55%	-	N

2026 FEES AND CHARGES

SERVICE AREA: BUILDING

Description	2024-2025 Fee	2026 Fee	Change	HST
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CONDITIONAL / PARTIAL PERMITS (CONTINUED)

Completed Architectural Shell – complete exterior shell including interior finishes on exterior and structure walls (% of permit fee)	80%	80%	-	N
Complete Building – includes all tenant improvements and complete interior finishes (% of permit fee)	100%	100%	-	N

FEE BASED ON VALUE OF CONSTRUCTION

for categories of construction not listed above (minimum permit fee identified in subsection 1.2 of this schedule shall apply) (per \$1,000 of construction)	\$20.00	\$22.83	\$2.83	N
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PERFORMANCE / SECURITY DEPOSITS

The performance / security deposit is collected by the Township to provide securities for any potential damage that may occur to municipal property through the course of the permitted construction. Furthermore, the deposit is also held for the assurance that all necessary inspections are completed through the duration of construction and finally to ensure that the permit file can be appropriately closed at the conclusion of the works. An applicant shall be required to submit the applicable deposit(s) as specified below for each permit application submitted. Where the Township incurs costs by the applicant through the course of the construction process these costs shall be deducted from the submitted deposits and upon close of the permit, any deposit funds will be refunded to the applicant. These deposits are non-interest bearing.

single, semi, duplex, triplex, four plex, townhome	\$1,208.00	\$2,500.00	\$1,292.00	N
addition(s) to buildings described above where excavation is required	\$907.00	\$1,500.00	\$593.00	N
buildings accessory to the buildings above with construction value greater than \$3,500	\$604.00	\$800.00	\$196.00	N
construction projects other than those described above (Site Plan Agreement IS required)	\$1,510.00	\$2,500.00	\$990.00	N
construction projects other than those described above (Site Plan Agreement IS NOT required)	\$3,019.00	\$3,500.00	\$481.00	N
demolition project	\$907.00	\$1,000.00	\$93.00	N
moving a building	\$1,208.00	\$1,500.00	\$292.00	N
swimming pool - seasonal	\$0.00	\$0.00	\$0.00	N
swimming pool - above ground	\$263.00	\$270.00	\$7.00	N
swimming pool - in ground	\$525.00	\$550.00	\$25.00	N

LOT GRADING

The lot grading deposit is collected by the Township to provide securities to ensure compliance with the Calculated lot grading plan submitted with the application. An applicant shall be required to submit the applicable deposit(s) as specified below for each permit application submitted. These deposits are non-interest bearing.

Lot Grading Deposit

each dwelling on property in a plan of subdivision that HAS NOT already been assumed by the Township	\$1,208.00	\$1,293.00	\$85.00	N
each dwelling on property other than those listed above	\$1,812.00	\$1,939.00	\$127.00	N

2026 FEES AND CHARGES

SERVICE AREA: BUILDING

Description	2024-2025 Fee	2026 Fee	Change	HST
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LOT GRADING (CONTINUED)

Where an applicant requests an extension for the completion of lot grading to allow occupancy of the dwelling in a plan of subdivision or plan of condominium to occur prior to the completion of lot grading in accordance with Article 3.6.4 of the Building by-law, any such request shall be accompanied by the following applicable deposit(s) as specified below for each dwelling having occupancy being requested. These deposits are non-interest bearing.

Occupancy despite Incomplete Lot Grading Deposit

single detached, semi-detached, duplex dwellings	\$4,325.00	\$4,628.00	\$303.00	N
triplex, four plex, street townhouse dwellings	\$3,730.00	\$3,991.00	\$261.00	N
condominium townhouse dwellings	\$3,110.00	\$3,328.00	\$218.00	N
any dwelling type other than those listed above	\$2,490.00	\$2,664.00	\$174.00	N

CONDITIONAL PERMIT

In the case of a conditional permit the applicant shall submit a conditional permit deposit which shall be calculated by the Chief Building Official to be a percentage of the value of construction as prescribed below. The conditional permit deposit shall be submitted as a condition of a Conditional Permit Agreement whereby the agreement shall establish a limitation to the extent of permitted construction. Where an applicant exceeds the limitations set out by the Conditional Permit Agreement, the Applicant shall be deemed to be in breach of the said agreement and as such the conditional permit deposit, in its entirety, shall be forfeited to the Township.

conditional building permit deposit (Minimum \$5,000) - % of construction value	10%	10%	-	N
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2026 FEES AND CHARGES

SERVICE AREA: CEMETERY

Description	2025 Fee	2026 Fee	Change	HST
LOTS				
<i>Care and Maintenance is prescribed by Funeral, Burial, Cremation Services Act, Ontario Regulation 30/11.</i>				
Resident				
Single Grave (4' x 10' lot)				
Lot Charge	\$1,002.00	\$1,072.00	\$70.00	Y
Care & Maintenance - 40% of Total Charge	\$668.00	\$715.00	\$47.00	Y
Cremation (4' x 10' lot)				
Lot Charge	\$1,002.00	\$1,072.00	\$70.00	Y
Care & Maintenance - 40% of Total Charge	\$668.00	\$715.00	\$47.00	Y
Non-Resident				
Single Grave (4' x 10' lot)				
Lot Charge	\$1,501.00	\$1,651.00	\$150.00	Y
Care & Maintenance - 40% of Total Charge	\$1,002.00	\$1,102.00	\$100.00	Y
Cremation (4' x 10' lot)				
Lot Charge	\$1,501.00	\$1,606.00	\$105.00	Y
Care & Maintenance - 40% of Total Charge	\$1,002.00	\$1,072.00	\$70.00	Y
Military Veteran				
Single Grave (4' x 10' lot)				
Lot Charge	\$0.00	\$0.00	\$0.00	N
Care & Maintenance - 40% of Total Charge	\$668.00	\$689.00	\$21.00	Y
Cremation (4' x 10' lot)				
Lot Charge	\$0.00	\$0.00	\$0.00	N
Care & Maintenance - 40% of Total Charge	\$668.00	\$689.00	\$21.00	Y
INTERMENT SERVICES				
Full Burial				
Regular Hours	\$1,612.00	\$1,661.00	\$49.00	Y
Weekend/Holidays	\$2,088.00	\$2,151.00	\$63.00	Y
Cremation				
<i>* Note: there will be an additional charge of \$50.00 for any urn/box larger than 16"x16"</i>				
Regular Hours	\$557.00	\$574.00	\$17.00	Y
Weekend/Holidays	\$631.00	\$650.00	\$19.00	Y
Infant/Child				
Regular Hours	\$798.00	\$822.00	\$24.00	Y
Weekend/Holidays	\$798.00	\$822.00	\$24.00	Y
Double Depth				
Regular Hours	\$2,088.00	\$2,151.00	\$63.00	Y
Weekend/Holidays	\$2,631.00	\$2,710.00	\$79.00	Y
OTHER SERVICES				
Foundations				
Foundations (per sq. inch)	\$1.91	\$1.97	\$0.06	Y
Flat Marker	\$254.00	\$262.00	\$8.00	Y
Corner Markers				
Installation of Corner Markers - each	\$31.00	\$32.00	\$1.00	Y
Care and Maintenance (prescribed by Funeral, Burial, Cremation Services Act, Ontario Regulation 30/11)				
Flat Marker, over 172 square inches	\$113.00	\$113.00	\$0.00	Y
Upright Marker, up to 4 feet	\$226.00	\$226.00	\$0.00	Y
Upright Marker, over 4 feet	\$452.00	\$452.00	\$0.00	Y
Miscellaneous				
Cemetery staff charge-out rate (per hour)	\$111.00	\$115.00	\$4.00	Y
Disinterment	Actual + 10% admin	Actual + 10% admin	-	Y

2026 FEES AND CHARGES

SERVICE AREA: CORPORATE SERVICES

Description	2025 Fee	2026 Fee	Change	HST
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GENERAL FINANCE

Returned Payment Fee (Non-Sufficient Funds)	\$37.00	\$40.00	\$3.00	N
Inter-Account Transfer of Customer-Made Payment	\$14.00	\$15.00	\$1.00	N
Refund of Customer-Made Incorrect Payment on Account	\$47.00	\$48.00	\$1.00	N
Penalty for Late Account Payment (per month)	1.25%	1.25%	-	N
Replacement of Vendor Payment	\$46.00	\$48.00	\$2.00	N
Invoice Bill-Back Administration	\$12.00	\$13.00	\$1.00	N
Tax & Water Certificate	\$55.00	\$60.00	\$5.00	N
Tax & Water Certificate - Rush (within 1 business day)	\$75.00	\$80.00	\$5.00	N
Information/Special Requests - staff time charge-out rate (per hour)	Actual costs + 10% admin	Actual costs + 10% admin	-	Y

PROPERTY TAX

General				
Penalty for Late Tax Account Payment (per month)	1.25%	1.25%	-	N
Tax Bill - Duplicate Copy	\$10.00	\$10.00	\$0.00	N
Tax Statement	\$10.00	\$10.00	\$0.00	N
Tax Roll Ownership Change (per roll)	\$35.00	\$38.00	\$3.00	N
New Roll Number Account Set-Up (per roll)	\$46.00	\$48.00	\$2.00	N
Mortgage Company Administration - New	\$23.00	\$24.00	\$1.00	N
Overdue Water Account Transfer to Taxes	\$39.00	\$40.00	\$1.00	Y
Overdue Non-Water Account Transfer to Taxes	\$51.00	\$54.00	\$3.00	Y
POA Administration/AMP Fines Added to Taxes	\$51.00	\$54.00	\$3.00	N
Section 357 Property Tax Adjustment Application	\$0.00	\$40.00	\$40.00	N
Tax Registration				
Warning Notice Before Tax Sale Registration	\$0.00	\$25.00	\$25.00	N
Preparation of Extension Agreement	\$377.00	\$390.00	\$13.00	N
Hard Copy of Tax Tender Package	\$0.00	\$25.00	\$25.00	N
Tax Registration Charges per External Vendor(s)	Actual costs	Actual costs + 10% admin	-	N
Tax Sale Charges per External Vendor(s)	Actual costs	Actual costs + 10% admin	-	N
Tax Sale Administration Processing	\$0.00	\$850.00	\$850.00	N
Proceed to Booked Tax Sale	\$0.00	\$850.00	\$850.00	N

DEVELOPMENT CHARGE ACT ADMINISTRATION

Payment Default under Development Charge Act Section 26.1 Instalment Arrangement	\$438.00	\$452.00	\$14.00	N
Interest Rate under Development Charge (DC) Act Sections 26.1 and 26.2	Per DC Act legislation	Per DC Act legislation	-	N

2026 FEES AND CHARGES

SERVICE AREA: FIRE

Description	2025 Fee	2026 Fee	Change	HST
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FALSE ALARMS

Nuisance False Alarm means the dispatch of West Lincoln Fire Department to emergency or non-emergency situations due to activation of a fire alarm system or emergency system through a mechanical failure, equipment malfunction, improper installation of the system, result of work being performed on a fire alarm system or emergency system, or failure to maintain the system as prescribed by the Fire Code being O.Reg. 213/07.				
First and Second False Alarms	\$0.00	\$0.00	\$0.00	N
Third false alarm within a 12 month period	MTO Rates	MTO Rates	-	N
Fourth false alarm and thereafter within a 12 month period (per hour, per truck)	MTO Rates	MTO Rates	-	N
Non-Authorized Open Air Burning	MTO Rates	MTO Rates	-	N

INSPECTIONS

Daycares				
Residential, or licensed (incl. co-ops)	\$152.00	\$157.00	\$5.00	Y
Group homes or satellite homes				
Group homes or satellite homes	\$152.00	\$157.00	\$5.00	Y
Residential Large				
3-5 suites (Greater than 3,000 sq. ft.)	\$376.00	\$388.00	\$12.00	Y
6 suites or greater (includes hotels, motels, bed and breakfasts, apartments)	\$452.00	\$466.00	\$14.00	Y
Commercial and Industrial				
Less than 3,000 sq. ft.	\$152.00	\$157.00	\$5.00	Y
Between 3,000 – 10,000 sq. ft.	\$227.00	\$234.00	\$7.00	Y
Between 10,001 – 20,000 sq. ft.	\$453.00	\$467.00	\$14.00	Y
Greater than 20,000 sq. ft.	\$679.00	\$700.00	\$21.00	Y
Other Inspections				
Fire Re-inspections for Compliance	\$227.00	\$234.00	\$7.00	Y
Marijuana Grow Operation Inspection	\$376.00	\$388.00	\$12.00	Y
LLBO Inspection - includes Compliance Letter	\$302.00	\$312.00	\$10.00	Y
Fireworks sales per inspection	\$152.00	\$157.00	\$5.00	Y

RECORDS AND FILES

File and Record Search	\$193.00	\$199.00	\$6.00	Y
Letter of Compliance	\$193.00	\$199.00	\$6.00	Y
Insurance Company Report	\$193.00	\$199.00	\$6.00	Y
Court Filing and Information	\$193.00	\$199.00	\$6.00	Y

PERMIT FEES

Open Air Burning Permit - Non-Farms (Rural & Urban)	\$37.00	\$39.00	\$2.00	Y
Open Air Burning Permit - Farms	\$0.00	\$0.00	\$0.00	Y
Open Air Burning Permit - Campground	\$37.00	\$39.00	\$2.00	Y
Open Air Burning Permit - Specific Event	\$0.00	\$0.00	\$0.00	Y

2026 FEES AND CHARGES

SERVICE AREA: FIRE

Description	2025 Fee	2026 Fee	Change	HST
OTHER FIRE DEPARTMENT ACTIVITIES				
Fire Watch (per hour, per vehicle)	MTO Rates	MTO Rates	-	Y
Respond and Investigate and/or Extinguish Open Air Fire - minimum 1 hour (per hour, per vehicle)	\$750.00	\$750.00	\$0.00	Y
Recovery of Costs Incurred to Extinguish an Open-Air Fire (including but not limited to water usage, supplies, mutual aid or other reciprocal agreement fees, specialized equipment or contractors)	Actual + 10% admin	Actual + 10% admin	-	Y
Fire Safety Plan Review/Assist with Fire Safety Plan Development	\$152.00	\$157.00	\$5.00	Y
Non-Resident Car Fires/Accidents <i>(Non-Resident means a person who is neither a property owner nor a tenant of property within the Township of West Lincoln.)</i>	MTO Rates	MTO Rates	-	Y
Training – Prevention and Public Education Services				
Fire Extinguisher training (equipment supplied by Fire Dept.) Includes cost of recharging and printed materials.	\$96/hr (first hour); \$71/hr (after)	\$99/hr (first hour); \$74/hr (after)	-	Y
Fire Extinguisher training (equipment provided by trainees) Includes cost of Firefighter and printed materials (per hour)	\$73.00	\$76.00	\$3.00	Y
Fire Safety Training (per hour)	\$73.00	\$76.00	\$3.00	Y
Fire Drills (As requested - Industrial, Vulnerable Occupants)	\$302.00	\$312.00	\$10.00	Y

2026 FEES AND CHARGES

SERVICE AREA: LEGISLATIVE SERVICES

Description	2025 Fee	2026 Fee	Change	HST
COMMISSIONER				
Oaths - Resident	\$13.00	\$14.00	\$1.00	N
Oaths - Non-Resident	\$16.00	\$17.00	\$1.00	N
Oaths - Resident 65 years or older for pension eligibility	\$0.00	\$0.00	\$0.00	N
Oaths - Students (must provide proof of school ID)	\$0.00	\$0.00	\$0.00	N
Preparation of Affidavit/Declaration	\$22.00	\$23.00	\$1.00	N
Burial Permit/Death Registration for Non-Residents	\$22.00	\$23.00	\$1.00	N

INFORMATION REQUESTS

Freedom of Information and Protection of Privacy Act				
<i>These fees are set per The Freedom of Information and Protection of Privacy Act legislation. Therefore, the fees are subject to change per legislation.</i>				
Mandatory Application Fee	\$5.00	\$5.00	\$0.00	N
Photocopies & computer printouts (per page)	\$0.20	\$0.20	\$0.00	N
Computer disk/flash drive (per unit)	\$10.00	\$10.00	\$0.00	N
Manual record search (per 15 minutes, per person)	\$7.50	\$7.50	\$0.00	N
Record preparation for release (per 15 minutes, per person)	\$7.50	\$7.50	\$0.00	N
Develop computer program (per 15 minutes, per person)	\$15.00	\$15.00	\$0.00	N
Shipping costs to send records	Actual costs	Actual costs	-	N
Non-Freedom of Information Requests				
Staff time charge-out rate (per hour)	\$98.00	\$101.00	\$3.00	N
Photocopies & computer printouts (per page)	\$0.50	\$0.60	\$0.10	N

ELECTION

Nomination Filing				
<i>These fees are set per The Municipal Act legislation, therefore subject to change per that legislation. Upon satisfactory submission of a financial statement, these fees are refundable.</i>				
Mayor	\$200.00	\$200.00	\$0.00	N
Members of Council	\$100.00	\$100.00	\$0.00	N
Election Sign Deposit				
Mayor and Regional Councillor	\$0.00	\$150.00	\$150.00	N
Ward Councillor, Registered Third Party Advertisers and School Board Trustees	\$0.00	\$100.00	\$100.00	N
Federal and Provincial Candidates	\$0.00	\$200.00	\$200.00	N

LICENSES

<i>License application fees are to be paid upfront as part of the application process. If the license application is denied by Council or its designee, the license fee will be returned, less a non-refundable fee as noted below.</i>				
Marriage License	\$134.00	\$134.00	\$0.00	N
Lottery (per AGCO)	3% of prizes	3% of prizes	-	N
Non-Resident Small Game Hunting	\$26.00	\$27.00	\$1.00	N
Trailer Parks (per park, per year)	\$797.00	\$821.00	\$24.00	N
Refreshment Vehicle (per vehicle, per year)	\$319.00	\$329.00	\$10.00	N
Refreshment Vehicle (per vehicle, per day)	\$107.00	\$111.00	\$4.00	N
Refreshment Cart (per cart, per year)	\$319.00	\$329.00	\$10.00	N
Refreshment Cart (per cart, per day)	\$107.00	\$111.00	\$4.00	N
Refreshment Cycle (first cycle, per year)	\$319.00	\$329.00	\$10.00	N
Refreshment Cycle (each additional cycle, per year)	\$81.00	\$84.00	\$3.00	N
Refreshment Cycle (first cycle, per day)	\$54.00	\$56.00	\$2.00	N
Refreshment Cycle (each additional cycle, per day)	\$14.00	\$15.00	\$1.00	N

2026 FEES AND CHARGES

SERVICE AREA: LEGISLATIVE SERVICES

Description	2025 Fee	2026 Fee	Change	HST
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LICENSES (CONTINUED)

License application fees are to be paid upfront as part of the application process. If the license application is denied by Council or its designee, the license fee will be returned, less a non-refundable fee as noted below.

Non-refundable fee if license denied	\$81.00	\$84.00	\$3.00	N
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CLOSING OF ROAD ALLOWANCE

Closing of Road Allowance - Administration Fee	\$975.00	\$975.00	\$0.00	N
Closing of Road Allowance Deposit, non-interest bearing (refundable upon conditions satisfactorily being met)	\$1,275.00	\$1,275.00	\$0.00	N

2026 FEES AND CHARGES

SERVICE AREA: LIBRARY

Description	2025 Fee	2026 Fee	Change	HST
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COPY/PRINT

Computer Printout, Black Ink (per page)	\$0.25	\$0.25	\$0.00	N
Computer Printout, Colour Ink (per page)	\$0.50	\$0.50	\$0.00	N

LOST OR DAMAGED MATERIAL

Membership Card Replacement	\$2.00	\$3.00	\$1.00	N
Material Lost/Damaged (per book)	Cost + \$5.00 admin charge	Cost + \$5.00 admin charge	-	N

PROGRAMS AND OTHER

Program and Event Registration (per person)	Actual cost	Actual cost	-	N
LED Projector Rental, three-day loan period	\$10.00	\$11.00	\$1.00	N
LED Projector Rental, late charge (per day)	\$15.00	\$16.00	\$1.00	N

LIBRARY ROOMS

<i>Note: Rental times must include set up & take down time</i>				
<i>Prime - Weekdays (5PM to close) & Weekends (8AM to close) & Statutory Holidays</i>				
<i>Non-Prime - Weekdays (8AM to 5PM)</i>				
Smithville - Program Room 51' x 22'				
Prime (per hour) - up to 4 hours	\$41.00	\$43.00	\$2.00	N
Prime (daily) - more than 4 hours	\$190.00	\$196.00	\$6.00	N
Non-Prime (per hour) - up to 4 hours	\$24.00	\$25.00	\$1.00	N
Non-Prime (daily) - more than 4 hours	\$114.00	\$118.00	\$4.00	N
Kitchen (per hour) - up to 4 hours	\$20.00	\$21.00	\$1.00	N
Kitchen (daily) - more than 4 hours	\$94.00	\$97.00	\$3.00	N
Smithville - Board Room 22' x 15'				
Prime (per hour) - up to 4 hours	\$14.00	\$15.00	\$1.00	N
Prime (daily) - more than 4 hours	\$60.00	\$62.00	\$2.00	N
Non-Prime (per hour) - up to 4 hours	\$9.00	\$10.00	\$1.00	N
Non-Prime (daily) - more than 4 hours	\$30.00	\$31.00	\$1.00	N
Caistorville - Board Room 20' x 12'				
Prime (per hour) - up to 4 hours	\$14.00	\$15.00	\$1.00	N
Prime (daily) - more than 4 hours	\$60.00	\$62.00	\$2.00	N
Non-Prime (per hour) - up to 4 hours	\$9.00	\$10.00	\$1.00	N
Non-Prime (daily) - more than 4 hours	\$30.00	\$31.00	\$1.00	N
Wellandport Program Room 31' x 16'				
Prime (per hour) - up to 4 hours	\$20.00	\$21.00	\$1.00	N
Prime (daily) - more than 4 hours	\$90.00	\$93.00	\$3.00	N
Non-Prime (per hour) - up to 4 hours	\$12.00	\$13.00	\$1.00	N
Non-Prime (daily) - more than 4 hours	\$49.00	\$51.00	\$2.00	N

MAKERSPACE PROJECT CREATION

Permanent Vinyl Sheet (12" x 12")	\$1.00	\$1.00	\$0.00	N
Iron-On Vinyl Sheet (12" x 12")	\$1.50	\$1.50	\$0.00	N
Felt (12" x 12")	\$1.00	\$1.00	\$0.00	N
Cardstock Sheet (8" x 11.5")	\$0.25	\$0.25	\$0.00	N
Sticker Paper - Matte/Glossy (8" x 11.5")	\$1.50	\$1.50	\$0.00	N
3-D Filament (per gram)	\$0.15	\$0.15	\$0.00	N
Custom Button	\$1.00	\$1.00	\$0.00	N

2026 FEES AND CHARGES

SERVICE AREA: PLANNING

Description	2025 Fee	2026 Fee	Change	HST
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Note: Application fees do not apply to applications initiated by Niagara Region within the limits of Township.

Pre-Consultation Meeting fees consistent with Niagara Region and Area Municipalities.

All fees shall be payable in cash to Township prior to and as a condition of the Township signing and registering the executed agreement. Where needed, legal fees are billed back to the applicant.

**Should development have commenced prior to a planning application being fully approved and completed, an additional fee of \$1,200.00 shall be applied to the base fee, as an extra administrative fee.*

***Applications submitted prior to July 1, 2022 application fee categories remain applicable (Includes Subsequent Versions of the Development Names).*

OFFICIAL PLAN AND ZONING

Official Plan Amendment for Settlement Boundary Expansion*	\$13,164.00	\$25,000.00	\$11,836.00	N
Official Plan Amendment - Other*	\$13,164.00	\$13,823.00	\$659.00	N
Zoning By-law Amendment - Other*	\$10,619.00	\$11,150.00	\$531.00	N
Combined Office Plan Amendment/Zoning By-law Amendment* (excluding Settlement Boundary Expansions)	\$17,840.00	\$18,733.00	\$893.00	N
Zoning By-law Amendment (Condition of Consent)	\$5,315.00	\$5,581.00	\$266.00	N
Removing of (H) Holding Provision	\$1,842.00	\$1,935.00	\$93.00	N
Part Lot Control – Removal of Part Lot Control (per lot/block)	\$2,526.00	\$2,653.00	\$127.00	N
Temporary Use Agreement for Garden Suite	\$3,518.00	\$3,694.00	\$176.00	N
Temporary Use By-law for Garden Suite	\$4,014.00	\$4,215.00	\$201.00	N
Extension to Temporary Use By-law for Garden Suite	\$3,518.00	\$3,694.00	\$176.00	N
Temporary Use Agreement - Other	\$3,518.00	\$5,000.00	\$1,482.00	N
Temporary Use By-law -Other	\$4,014.00	\$6,000.00	\$1,986.00	N
Extension to Temporary Use By-law - Other	\$3,518.00	\$4,000.00	\$482.00	N
Deeming By-law	\$1,203.00	\$1,264.00	\$61.00	N
Zoning Compliance	\$265.00	\$350.00	\$85.00	N
Written Property Reports	\$265.00	\$350.00	\$85.00	N

BLOCK PLAN

Block Plan Application (Base Fee)	\$34,068.00	\$35,772.00	\$1,704.00	N
Block Plan Application (Per hectare, plus Base Fee)	\$1,137.00	\$1,194.00	\$57.00	N

SUBDIVISION/CONDOMINIUM

Draft Plan of Condominium Application (Base Fee)	\$20,387.00	\$21,407.00	\$1,020.00	N
Condominium Conversion	\$16,340.00	\$17,157.00	\$817.00	N
Condominium Amalgamation	\$2,602.00	\$2,733.00	\$131.00	N
Exemption of Draft Plan of Condominium Approval	\$2,967.00	\$3,116.00	\$149.00	N
Draft Plan of Subdivision Application (Base Fee plus per hectare fee below)	\$23,594.00	\$24,775.00	\$1,181.00	N
Draft Plan of Subdivision Application (Per hectare plus Base Fee)	\$1,578.00	\$1,300.00	-\$278.00	N
Extension to Draft Plan Approval of Subdivision or Condominium (where approval has not lapsed)	\$1,875.00	\$2,500.00	\$625.00	N
Extension to Draft Plan Approval of Subdivision or Condominium (where approval has lapsed)	\$1,875.00	\$5,000.00	\$3,125.00	N
Red-Line Revisions to Draft Plan Approval of Subdivision or Condominium	\$4,014.00	\$4,215.00	\$201.00	N
Final Approval of Plan of Condominium or Subdivision (Includes Clearing Conditions)	\$3,969.00	\$4,168.00	\$199.00	N

2026 FEES AND CHARGES

SERVICE AREA: PLANNING

Description	2025 Fee	2026 Fee	Change	HST
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SUBDIVISION/CONDOMINIUM (CONTINUED)

Condominium or Subdivision Agreement**	\$13,782.00	\$14,472.00	\$690.00	N
Amendment to Draft Plan of Subdivision or Condominium Agreement	\$9,394.00	\$9,864.00	\$470.00	N
Street Naming for New Subdivisions	\$2,029.00	\$2,131.00	\$102.00	N

SITE PLAN/ DEVELOPMENT AGREEMENT/FRONT-ENDING/PRE-SERVICING AGREEMENT

Site Plan Approval/Development Agreement - Initial - Within Settlement Areas	\$9,340.00	\$9,808.00	\$468.00	N
Site Plan Approval/Development Agreement - Initial - Outside Settlement Areas	\$9,340.00	\$6,000.00	-\$3,340.00	N
Site Plan Approval/Development Agreement (Amendment - Settlement Area)*	\$3,771.00	\$5,000.00	\$1,229.00	N
Site Plan Approval/Development Agreement (Amendment - Outside Settlement Area)*	\$3,771.00	\$3,000.00	-\$771.00	N
Development Agreement as Condition of Consent	\$3,771.00	\$3,960.00	\$189.00	N
Red-Line Revisions to a Site Plan/ Development Agreement (for minor changes not resulting in an amendment)	\$4,014.00	\$2,000.00	-\$2,014.00	N
Discharge of a Site Plan Agreement (legal fees are additional charge)	\$1,644.00	\$1,727.00	\$83.00	N
Front-End Financing Agreement (Includes registration legal fees, initial engineering review fee, third-party agreement review, Part 12 fees, etc.)	Actual Costs	Actual Costs	-	N
Pre-Servicing Agreement (Includes registration legal fees, initial engineering review fee, per phase/block)	Actual Costs	Actual Costs	-	N

PRE-CONSULTATION MEETING/DEVELOPMENT APPLICATIONS

<i>Where multiple applications are proposed, the higher fee applies.</i>				
Block Plan/Official Plan Amendment/Draft Plan of Subdivision/Condominium (non-refundable)	\$1,200.00	\$1,260.00	\$60.00	N
Zoning By-law Amendment/Site Plan/Consent/Minor Variance/Other (Deduct fee towards other planning fees if complete application received within 1 year of meeting)	\$525.00	\$552.00	\$27.00	N
Consultation Process for Telecommunication Facilities	\$2,327.00	\$2,444.00	\$117.00	N

MISCELLANEOUS

Approval of Road Opening/Upgrade (Allow access to build) subject to any Official Plan and Road Closing Policy	\$1,875.00	\$1,969.00	\$94.00	N
File Reactivation Fee (if dormant for a period of greater than 12 months)	\$0.00	20% of applicable application fee	-	N
Adjournment/Rescheduling Fee for public meeting	\$1,500.00	\$1,575.00	\$75.00	N

SITE ALTERATION PERMIT

<i>The below permit fees double if fill has been hauled to the site before Township approval granted.</i>				
Application Fee, less than 500 cubic metre/year	\$0.00	\$250.00	\$250.00	N
Application Fee, between 500-1,000 cubic metre/year	\$574.00	\$603.00	\$29.00	N

2026 FEES AND CHARGES

SERVICE AREA: PLANNING

Description	2025 Fee	2026 Fee	Change	HST
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SITE ALTERATION PERMIT (CONTINUED)

Application Fee, between 1,000-5,000 cubic metre/year	\$1,137.00	\$1,194.00	\$57.00	N
Application Fee, greater than 5,000 cubic metre/year	\$1,137.00 + \$1,000.00/ 1,000 cubic metre > 5,000 cubic metre	\$1,200.00	-	N
Security deposit, non-interest bearing	As needed	As needed	As needed	N

SITE PLAN/SUBDIVISION/CONDOMINIUM DEVELOPMENT SERVICING

The Engineering Review and Administration fee shall cover the costs incurred following the signing of the agreement and are calculated as a percentage based upon one hundred percent (100%) of the estimated total costs of construction of all services (internal and external) as shown in the development agreement's Financial Schedule and charged as follows:

Total cost of services less than \$1,000	\$250.00	\$250.00	\$0.00	N
Total cost of services less than \$5,000	\$500.00	\$500.00	\$0.00	N
Total cost of services less than \$20,000	\$2,000.00	\$2,000.00	\$0.00	N
Total cost of services less than \$30,000	\$3,000.00	\$3,000.00	\$0.00	N
Total cost of services less than \$60,000	\$6,000.00	\$6,000.00	\$0.00	N
Total cost of services less than \$75,000	\$7,500.00	\$7,500.00	\$0.00	N
Total cost of services less than \$100,000	\$10,000.00	\$10,000.00	\$0.00	N
Total cost of services between \$100,000-\$500,000 (Minimum of \$10,000)	\$5,000.00 + 5% of costs >\$100,000	\$5,000.00 + 5% of costs >\$100,000	-	N
Total cost of services over \$500,000 (Minimum of \$25,000)	\$5,000.00 + 5% of costs btwn. \$100,000- \$500,000 + 4% of costs >\$500,000	\$5,000.00 + 5% of costs btwn. \$100,000- \$500,000 + 4% of costs >\$500,000	-	N

TARIFF OF FEES FOR THE COMMITTEE OF ADJUSTMENT

Basic Processing Fee - Applications for Consent (New Lot) Includes administration and mailing fees required to process consent applications and validation of title requests.	\$3,264.00	\$3,428.00	\$164.00	N
Basic Processing Fee - Applications for Minor Boundary Adjustments or Legal and Technical Lot Adjustments (Includes administration and mailing fees required to process consent applications and validation of title requests)	\$1,632.00	\$1,714.00	\$82.00	N
Health Inspection Fee for West Lincoln Properties (Required if municipal sewage system is unavailable and private septic system proposed, per new lot + remnant)	\$321.00	\$338.00	\$17.00	N
Adjournment/Rescheduling Fee - Applicable as determined by Committee when an adjournment of an application is necessary.	\$375.00	\$500.00	\$125.00	N

Description	2025 Fee	2026 Fee	Change	HST
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TARIFF OF FEES FOR THE COMMITTEE OF ADJUSTMENT (CONTINUED)

Final Certification Fee (Per application, payable upon submission of the documents (deeds) for issuance of final certification)	\$838.00	\$880.00	\$42.00	N
Basic Processing Fee - Minor Variance Applications* (Includes administration and mailing fees required to process minor variance applications.)	\$2,536.00	\$2,663.00	\$127.00	N
Request for Change in Conditions - Consent. Includes administration and mailing fees required to process requests for change in conditions, under Section 53(23) of the Planning Act.	\$982.00	\$1,032.00	\$50.00	N

2026 FEES AND CHARGES

SERVICE AREA: PUBLIC WORKS

Description	2025 Fee	2026 Fee	Change	HST
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GENERAL FEES

Engineering Reports/ Drawings/ Studies - Printed Copy (per page)	\$0.50	\$0.60	\$0.10	N
Curb & Sidewalk Repair	Actual + 10% admin	Actual + 10% admin	-	Y
Entrance Permit	\$160.00	\$165.00	\$5.00	N
Entrance Permit, non-interest bearing (refundable upon final inspection approval)	\$1,250.00	\$1,250.00	\$0.00	N
Road Occupancy/Encroachment Permit	\$110.00	\$115.00	\$5.00	N
New/Replacement of Tree	\$855.00	\$881.00	\$26.00	Y

OVERSIZE/OVERWEIGHT LOAD PERMIT

Single Trip	\$56.00	\$58.00	\$2.00	N
Three Month	\$111.00	\$115.00	\$4.00	N
Annually	\$165.00	\$170.00	\$5.00	N
Ontario Bridge Formula Check for Overweight Loads (per review)	\$392.00	\$404.00	\$12.00	Y

STAFF AND EQUIPMENT CHARGE-OUT RATES

Vehicles (per hour)				
<i>Based on the Ontario Provincial Standards Specifications, Schedule of Rental Rates.</i>				
Pick-Up 4X4	\$41.00	\$43.00	\$2.00	Y
Grader	\$160.00	\$165.00	\$5.00	Y
Tandem	\$115.00	\$119.00	\$4.00	Y
One Ton	\$55.00	\$57.00	\$2.00	Y
Backhoe	\$74.00	\$77.00	\$3.00	Y
Van & 2-Wheel Drive Pick-Up	\$40.00	\$42.00	\$2.00	Y
Truck Driver	\$57.00	\$59.00	\$2.00	Y
Backhoe Operator	\$67.00	\$70.00	\$3.00	Y
Grader Operator	\$67.00	\$70.00	\$3.00	Y
Water & Wastewater Operator	\$67.00	\$70.00	\$3.00	Y
Engineering/Managerial Staff	\$106.00	\$110.00	\$4.00	Y

2026 FEES AND CHARGES

SERVICE AREA: RECREATION

Description	2025 Fee	2026 Fee	2027 Fee	HST
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ARENA FACILITY

<i>Note: Changes are effective September 1, which coincides with the start of the season.</i>				
<i>Prime - Weekdays (5PM to close) & Weekends (6AM to close) & Statutory Holidays</i>				
<i>Non-Prime - Weekdays (6AM to 5PM)</i>				
Public Skating (per person)	\$4.00	\$4.25	\$5.00	Y
Preschool Skating (per person)	\$4.00	\$4.25	\$5.00	Y
Adult Skating (per person)	\$4.00	\$4.25	\$5.00	Y
Stick & Puck (per person)	\$4.00	\$4.25	\$5.00	Y
Public Skating/Preschool/Adult Discount Card (10 uses)	\$35.00	\$38.25	\$40.00	Y
Shinny Hockey (per person)	\$7.00	\$7.50	\$8.00	Y
Shinny Hockey Discount Card (10 uses)	\$59.00	\$67.50	\$71.00	Y
Non-Resident Public Skating (per person)	\$4.00	\$5.00	\$6.00	Y
Non-Resident Preschool Skating (per person)	\$4.00	\$5.00	\$6.00	Y
Non-Resident Adult Skating (per person)	\$4.00	\$5.00	\$6.00	Y
Non-Resident Stick & Puck (per person)	\$4.00	\$5.00	\$6.00	Y
Non-Resident Public Skating/Preschool/Adult Discount Card (10 uses)	\$35.00	\$45.00	\$47.00	Y
Non-Resident Shinny Hockey (per person)	\$7.00	\$10.00	\$11.00	Y
Non-Resident Shinny Hockey Discount Card (10 uses)	\$59.00	\$90.00	\$95.00	Y
Prime Ice Rental (per hour)	\$247.00	\$262.00	\$276.00	Y
Non-Prime Ice Rental (per hour)	\$168.00	\$178.00	\$187.00	Y
Arena Floor Rental (per hour)	\$74.00	\$78.50	\$83.00	Y
Local Schools and Local Home Schools (per hour)	\$86.00	\$91.00	\$96.00	Y
West Lincoln Figure Skating Club				
Prime Ice Rental (per hour)	\$168.00	\$178.00	\$187.00	Y
Non-Prime Ice Rental (per hour)	\$116.00	\$123.00	\$130.00	Y
West Niagara Minor Hockey Association				
Prime Ice Rental (per hour)	\$180.00	\$186.00	\$196.00	Y
Non-Prime Ice Rental (per hour)	\$116.00	\$120.00	\$126.00	Y

ARENA FACILITY - SPECIAL EVENTS

Special Events				
Includes arena dry floor, lower concourse, meeting rooms (if needed)	\$0.00	\$1,800.00	\$1,890.00	Y

COMMUNITY ROOMS & GYMNASIUM

<i>Note: Rental times must include set up & take down time</i>				
<i>Prime - Weekdays (5PM to close) & Weekends (6AM to close) & Statutory Holidays</i>				
<i>Non-Prime - Weekdays (6AM to 5PM)</i>				
Community Room (3 available)				
Prime (per hour) - up to 4 hours	\$31.00	\$33.00	\$35.00	Y
Prime (daily) - more than 4 hours	\$152.00	\$161.00	\$170.00	Y
Prime - 3 rooms combined (per hour)	\$0.00	\$72.00	\$76.00	Y
Prime - 3 rooms combined (daily)	\$0.00	\$300.00	\$315.00	Y
Non-Prime (per hour) - up to 4 hours	\$20.00	\$21.00	\$23.00	Y
Non-Prime (daily) - more than 4 hours	\$92.00	\$95.00	\$100.00	Y
Kitchenette (per hour) - maximum charge of \$80	\$17.00	\$18.00	\$19.00	Y
Non-Resident Prime (per hour) - up to 4 hours	\$31.00	\$35.00	\$37.00	Y
Non-Resident Prime (daily) - more than 4 hours	\$152.00	\$170.00	\$179.00	Y
Non-Resident Non-Prime (per hour) - up to 4 hours	\$20.00	\$23.00	\$25.00	Y
Non-Resident Non-Prime (daily) - more than 4 hours	\$92.00	\$104.00	\$110.00	Y
Non-Resident Kitchenette (per hour) - maximum charge of \$80	\$17.00	\$20.00	\$21.00	Y

Description	2025 Fee	2026 Fee	2027 Fee	HST
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COMMUNITY ROOMS & GYMNASIUM (CONTINUED)

Gymnasium				
Full Gymnasium				
Prime (per hour) - up to 4 hours	\$38.00	\$40.00	\$42.00	Y
Prime (daily) - more than 4 hours	\$180.00	\$190.00	\$200.00	Y
Non-Prime (per hour) - up to 4 hours	\$26.00	\$27.00	\$29.00	Y
Non-Prime (daily) - more than 4 hours	\$122.00	\$126.00	\$133.00	Y
Non-Resident Prime (per hour) - up to 4 hours	\$38.00	\$44.00	\$47.00	Y
Non-Resident Prime (daily) - more than 4 hours	\$180.00	\$202.00	\$213.00	Y
Non-Resident Non-Prime (per hour) - up to 4 hours	\$26.00	\$30.00	\$32.00	Y
Non-Resident Non-Prime (daily) - more than 4 hours	\$122.00	\$139.00	\$146.00	Y
Half Gymnasium				
Hourly Prime (up to 4 hours)	\$20.00	\$21.00	\$23.00	Y
Daily Prime (more than 4 hours)	\$92.00	\$95.00	\$100.00	Y
Hourly Non-Prime (up to 4 hours)	\$14.00	\$15.00	\$16.00	Y
Daily Non-Prime (more than 4 hours)	\$61.00	\$63.00	\$67.00	Y
Non-Resident Hourly Prime (up to 4 hours)	\$20.00	\$23.00	\$25.00	Y
Non-Resident Daily Prime (more than 4 hours)	\$92.00	\$105.00	\$111.00	Y
Non-Resident Hourly Non-Prime (up to 4 hours)	\$14.00	\$16.00	\$17.00	Y
Non-Resident Daily Non-Prime (more than 4 hours)	\$61.00	\$69.00	\$73.00	Y

PARKS AND OUTDOOR FACILITIES

West Lincoln Youth Sports Associations				
Soccer/Football/Baseball Youth 0-8 years (per person)	\$15.00	\$16.00	\$17.00	Y
Soccer/Football/Baseball Youth 8+ (per person)	\$17.00	\$18.00	\$19.00	Y
Field with lights (per hour)	\$27.00	\$28.00	\$30.00	Y
Small Scale - Tournament/Special Event (per field, per day ie. 4 hours or more)	\$59.00	\$61.00	\$65.00	Y
Large Scale* - Tournament/Special Event (per field, per day ie. 4 hours or more)	N/A	\$250.00	\$263.00	Y
<i>* Large scale is anything that would require above normal staffing levels, or levels of support beyond traditional field marking and maintenance</i>				
Private Rental				
Field without lights (per hour)	\$27.00	\$28.00	\$30.00	Y
Field with lights (per hour) 8PM to 11PM - minimum	\$41.00	\$43.00	\$46.00	Y
Tournament/Special Event (per field, per day ie. 4 hours or more)	\$250.00	\$258.00	\$271.00	Y
Non-Resident Field without lights (per hour)	\$27.00	\$31.00	\$33.00	Y
Non-Resident Field with lights (per hour) 8PM to 11PM - minimum	\$41.00	\$47.00	\$50.00	Y
Non-Resident Tournament/Special Event (per field, per day ie. 4 hours or more)	\$250.00	\$284.00	\$299.00	Y
Non-Resident Large Scale* - Tournament/Special Event (per field, per day ie. 4 hours or more)	N/A	\$312.00	\$328.00	Y
<i>* Large scale is anything that would require above normal staffing levels, or levels of support beyond traditional field marking and maintenance</i>				

2026 FEES AND CHARGES

SERVICE AREA: RECREATION

Description	2025 Fee	2026 Fee	2027 Fee	HST
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Drop In (CONTINUED)				
Non-Resident Drop In Adult Gym Discount Card (10 uses)	\$50.00	\$63.00	\$67.00	Y
Non-Resident Drop In Older Adults Gym Program	\$4.00	\$5.00	\$6.00	Y
Non-Resident Drop In Older Adults Gym Discount Card (10 uses)	\$34.00	\$45.00	\$48.00	Y
Non-Resident Drop in Family Fee (max. 2 adults, 4	\$16.00	\$19.00	\$20.00	Y
Non-Resident Drop in Family Fee Discount Card (10 uses)	\$134.00	\$171.00	\$180.00	Y
Third Party Provided Programs				
Resident Fee (Cost per participant per class + this fee)	\$0.00	\$1.00	\$1.25	Y
Non-Resident Fee (Cost per participant per class + this fee)	\$0.00	\$1.50	\$1.75	Y

PROGRAMS, CLASSES, & CAMPS

Camps				
Regular Five-Day (per week)	\$161.00	\$185.00	\$195.00	N
Four-Day Week (Due to Township Holiday)	\$129.00	\$148.00	\$156.00	N
March Break Camp	\$161.00	\$185.00	\$195.00	N
Extended Care (7:30AM to 9:00AM or 3:30PM to 5:30PM)	\$8.00	\$8.00	\$9.00	N
Late Pick Up (per 15 minutes)	\$14.00	\$15.00	\$16.00	N
Camp Cancellation by User (non-refundable)	\$16.00	\$17.00	\$18.00	N
Harvest Routes Workshops				
Adult Workshop - Adults (non-refundable)	\$21.00	\$22.00	\$24.00	Y
Child/Youth Workshop (non-refundable)	\$12.00	\$13.00	\$14.00	N

DIGITAL ROAD SIGN

Per Day	\$21.00	\$22.00	\$24.00	Y
Per Week	\$91.00	\$94.00	\$99.00	Y

HANGING BASKET & GARDENS SPONSORSHIP

Hanging Basket	\$136.00	\$141.00	\$149.00	N
Garden (Downtown Smithville, 6 available)	\$1,700.00	\$1,751.00	\$1,839.00	N

MARKETS (EXCLUDES HARVEST ROUTES)

<i>All vendors are provided with a 10'X10' space.</i>				
Full Season Vendor	\$144.00	\$149.00	\$157.00	Y
VQA Wineries and Stores (must provide insurance)	\$144.00	\$149.00	\$157.00	Y
Additional Space for Full Season Vendor (10' x 10')	\$47.00	\$49.00	\$52.00	Y
Non-Seasonal Vendor (per week)	\$58.00	\$60.00	\$63.00	Y
Registered Non-Profit and Young Entrepreneurs (under 18)	\$0.00	\$0.00	\$0.00	N

2026 FEES AND CHARGES

SERVICE AREA: UTILITY

Description	2025 Fee	2026 Fee	Change	HST
WATER & WASTEWATER RATES				
Metered Water Rates				
Consumptive Rate (per cubic metre)	\$1.81	\$1.99	\$0.18	N
Quarterly Base Charge - 5/8" Meter *	\$50.87	\$55.96	\$5.09	N
Quarterly Base Charge - 3/4" Meter	\$50.87	\$55.96	\$5.09	N
Quarterly Base Charge - 1" Meter	\$127.16	\$139.88	\$12.72	N
Quarterly Base Charge - 1 ¼" Meter	\$190.73	N/A	-	
Quarterly Base Charge - 1 ½" Meter	\$254.32	\$279.75	\$25.43	N
Quarterly Base Charge - 2" Meter	\$406.89	\$447.58	\$40.69	N
Quarterly Base Charge - 3" Meter	\$813.79	\$895.17	\$81.38	N
Quarterly Base Charge - 4" Meter	\$1,271.55	\$1,398.71	\$127.16	N
Quarterly Base Charge - 6" Meter	\$2,543.08	\$2,797.39	\$254.31	N
Quarterly Base Charge - 8" Meter	\$4,068.93	\$4,475.82	\$406.89	N
Metered Wastewater Rates				
Consumptive Rate (per cubic metre)	\$2.09	\$2.28	\$0.19	N
Quarterly Base Charge - 5/8" Meter	\$117.26	\$127.81	\$10.55	N
Quarterly Base Charge - 3/4" Meter	\$117.26	\$127.81	\$10.55	N
Quarterly Base Charge - 1" Meter	\$293.17	\$319.56	\$26.39	N
Quarterly Base Charge - 1 ¼" Meter	\$439.73	N/A	-	
Quarterly Base Charge - 1 ½" Meter	\$586.33	\$639.10	\$52.77	N
Quarterly Base Charge - 2" Meter	\$938.10	\$1,022.53	\$84.43	N
Quarterly Base Charge - 3" Meter	\$1,876.21	\$2,045.07	\$168.86	N
Quarterly Base Charge - 4" Meter	\$2,931.57	\$3,195.41	\$263.84	N
Quarterly Base Charge - 6" Meter	\$5,863.14	\$6,390.82	\$527.68	N
Quarterly Base Charge - 8" Meter	\$9,381.02	\$10,225.31	\$844.29	N
Bulk Water Filling Station Rate				
Consumptive Rate (per cubic metre)	\$2.46	\$2.71	\$0.25	N

FINANCE UTILITY ADMINISTRATION

New Bulk Water Account Set Up Fee (Permanent and Temporary)	\$50.00	\$50.00	\$0.00	Y
Non-Refundable Fee, if Bulk Water Account Denied	\$25.00	\$25.00	\$25.00	Y
New Bulk Water Account Credit Check (if needed)	Actual costs	Actual costs	-	Y
New Metered Account Set Up Fee	\$18.00	\$20.00	\$2.00	Y
Penalty for Late Water Account Payment (per quarter)	5%	5%	-	N
Penalty for Late Bulk Water Payment (per month)	1.25%	1.25%	-	N
Final Reminder Notice for Overdue Accounts	\$25.00	\$25.00	\$0.00	N
Minimum Bulk Water Usage (per month)	\$17.00	\$20.00	\$3.00	N
Water Bill - Duplicate Copy	\$10.00	\$10.00	\$0.00	N
Water Statement	\$10.00	\$10.00	\$0.00	N
Bulk Water Deposit, non-interest bearing (refundable upon closure of account in good standing)	\$500.00	\$500.00	\$0.00	N
Collection Charges per External Vendor(s)	Actual costs	Actual costs	-	N

Amended by By-law 2026-05 Notwithstanding any other provision of the Township’s Water and Wastewater By-law 2004-42 (Consolidated as Amended), where a private development, including but not limited to a condominium block or similar multi-residential development, is serviced by a single water meter installed within a meter chamber or pit and supplies water to more than one residential dwelling unit, the water and wastewater quarterly base charges shall be calculated by multiplying the total number of residential dwelling units within the private development by the applicable water and wastewater base charges for a standard 5/8” water meter, as set out in this By-law, regardless of the actual meter size installed.

2026 FEES AND CHARGES

SERVICE AREA: UTILITY

Description	2025 Fee	2026 Fee	Change	HST
PUBLIC WORKS UTILITY ADMINISTRATION				
Installation of Water Meter & Service Pipe				
<i>The cost of installing a Township owned water meter in each unit of a subdivision/ multi-unit building, and each new building.</i>				
Installation of New 5/8" Meter (includes installation)	\$700.00	\$721.00	\$21.00	N
Installation of New 3/4" Meter (includes installation)	\$775.00	\$799.00	\$24.00	N
Installation of New 1" Meter (includes installation)	\$915.00	\$943.00	\$28.00	N
Installation of New 1 1/2" Meter (includes installation)	\$1,350.00	\$1,391.00	\$41.00	N
Cost of New 2" Meter (excludes installation)	\$1,550.00	\$1,597.00	\$47.00	N
Cost of New 3" Meter (excludes installation)	\$5,300.00	\$5,459.00	\$159.00	N
Cost of New 4" Meter (excludes installation)	\$6,700.00	\$6,901.00	\$201.00	N
Cost of New 6" Meter (excludes installation)	\$10,200.00	\$10,506.00	\$306.00	N
Cost of New 8" Meter (excludes installation)	\$14,500.00	\$14,935.00	\$435.00	N
Cost of New Compound Meter (excludes installation)	Actual + 10% admin	Actual + 10% admin	-	N
<i>The cost of installing each water service from the watermain in or under any highway to the limits of the private property.</i>				
Installation of New 3/4" Service (meter not included)	Actual + 10% admin	Actual + 10% admin	-	N
Installation of New Service Exceeding 3/4" (meter not included)	Actual + 10% admin	Actual + 10% admin	-	N
Tapping Service Exceeding 3/4" up to 2"	\$295.00	\$304.00	\$9.00	N
Public Sewer Hook-Up	Actual + 10% admin	Actual + 10% admin	-	N
Other Charges				
Water Turn On/Off - During Normal Business Hours	\$88.00	\$91.00	\$3.00	N
Water Turn On/Off - Outside Normal Business Hours	\$258.00	\$266.00	\$8.00	N
Water Same Day Read Request	\$129.00	\$133.00	\$4.00	N
Customer Failure to Allow Access to or Installation of Water Meter (per quarter)	\$100.00	\$100.00	\$0.00	N
Water Meter Box Deposit, non-interest bearing (refundable upon closure of customer in good standing)	\$5,000.00	\$5,000.00	\$0.00	N
Customer Request for Data Log/Investigation	\$0.00	\$35.00	\$35.00	N
Water On Construction (Flat Rate)				
Residential	\$274.00	\$283.00	\$9.00	N
Commercial, Industrial and Institutional	\$438.00	\$452.00	\$14.00	N

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2026-06

**A BY-LAW TO NAME THE ROAD WITHIN THE DRAFT PLAN OF
VACANT LAND CONDOMINIUM - ABINGDON ROAD
DEVELOPMENT, TOWNSHIP OF WEST LINCOLN**

WHEREAS Section 11 (2) of the Municipal Act, 2001, provides for spheres of jurisdiction and under Table (1) it states that a lower tier municipality and an upper tier municipality may pass by-laws respecting highways, including parking and traffic on highways;

WHEREAS the Municipal Act, 2001, provides that a local municipality may name or change the name of a private road;

WHEREAS notice of the proposed by-law naming of Kerrigan Lane of in Draft Plan of Vacant Land Condominium – Abingdon Road was published in News Now on December 18, 2025;

WHEREAS such notice provided that Council would hear any person(s) who wished to give written correspondence on this matter;

WHEREAS no public comments have been received, and;

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

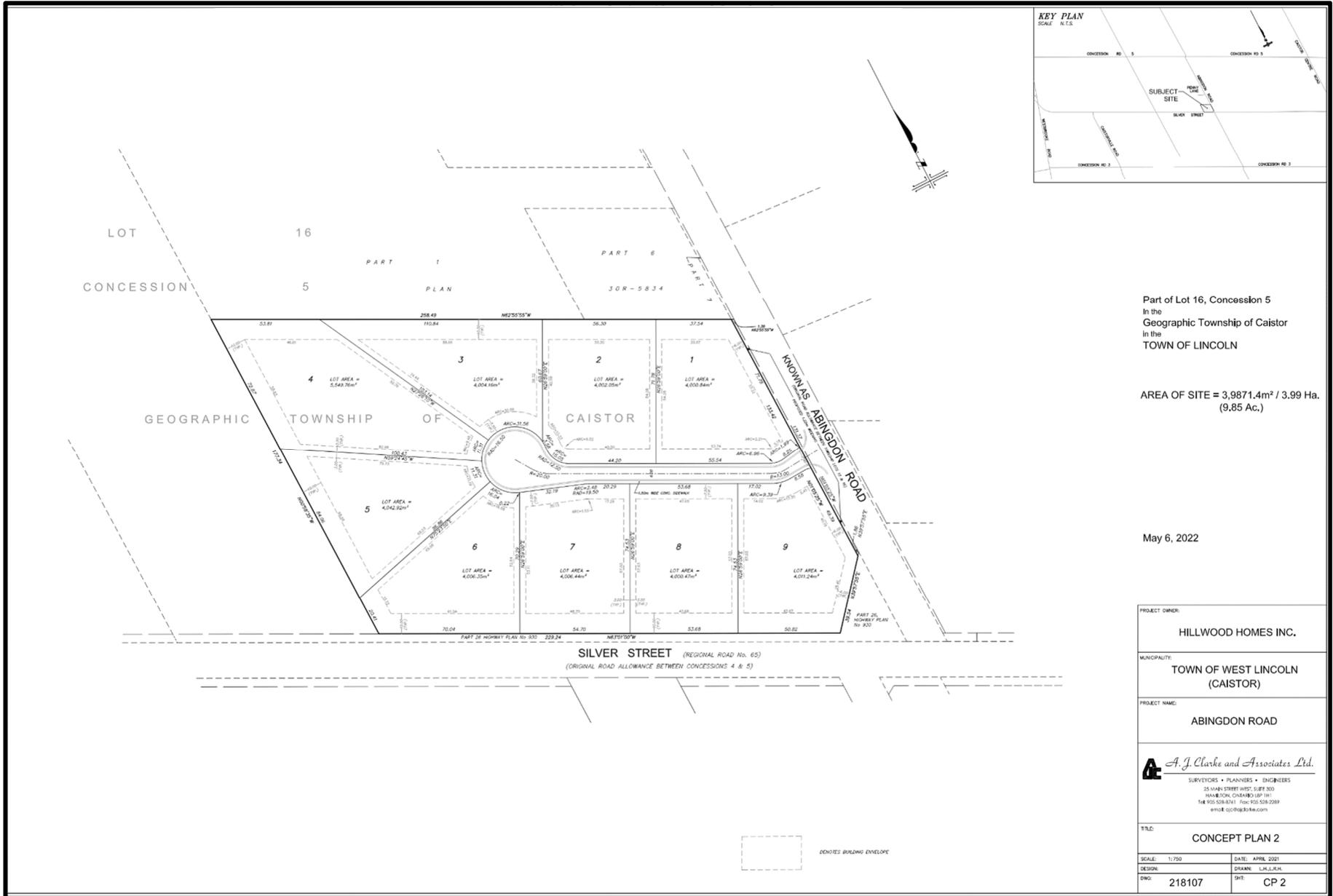
1. **THAT**, Council hereby confirms that Kerrigan Lane (Proposed Street) as shown on the Draft Plan of Vacant Land Condominium illustrated on Schedule A attached hereto be approved.

**READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS
23 DAY OF FEBRUARY 2026.**

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

Schedule A



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2026-07

A BY-LAW TO AMEND BY-LAW 2025-02 DELEGATE POWERS AND DUTIES TO OFFICERS, SCHEDULE F (DIRECTOR, COMMUNITY AND PROTECTIVE SERVICES) TO ADD AUTHORITY TO PURSUE PARTNERSHIPS THROUGH FEE WAIVERS

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 Schedule F of By-law No. 2025-02, Delegate Powers and Duties to Officers to include the authority to pursue partnerships through fee waivers.

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

1. That Schedule F of 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 the authority to pursue partnerships through fee waivers.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 23 DAY OF FEBRUARY 2026.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

Schedule "F": Delegated Municipal Powers and Duties

Amended by By-law 2026-07

	Delegation	Delegate	Limitation
COMMUNITY AND PROTECTIVE SERVICES			
1	Authority for the negotiation, entering into and execution of license agreements for the use of Community Centre Facilities by not-for-profit	Director, Community and Protective Services	Legal to approve form of agreement
2	Receiving grant applications from applicants for town grants	Director, Community and Protective Services	In accordance with the Corporate Sponsorship Policy
3	Signing permits (facility booking)	Director, Community and Protective Services or Delegate	Subject to the Administration of Recreation and related procedures Subject to the rates and fees By-law established by Council
4	Partnership agreements/letters of agreement with service providers to support Town programming	Director, Community and Protective Services	Agreements must be in form satisfactory to Legal Consultation with Finance where required
5	Applying to federal or provincial funding agencies re: operating subsidies / new activity/program subsidies / wage subsidy	Director, Community and Protective Services	
6	Applying to federal or provincial funding agencies re: operating subsidies / new activity/program subsidies / wage subsidy	Director, Community and Protective Services	

	Delegation	Delegate	Limitation
7	From time to time, authority to introduce new fees related to facility rentals, programs or services, in addition to promotional offers	Director, Community and Protective Services	Any new fees would be included in the next budget development cycle and included in the following year's rates and fees document
8	Negotiate, enter into and execute sponsorship agreements	Director, Community and Protective Services	In accordance with the limitation and thresholds identified in the <u>Corporate Sponsorship Policy</u>
9	The Program of Recreation and Community Centres shall be directed, managed, supervised and under Community and Protective Services	Director, Community and Protective Services	
10	Power to sell or otherwise dispose of any abandoned vessel and/or trailer in the harbour or yard in accordance with the provisions of the Repair and <i>Storages Lien Act</i> , as may be amended or replaced	Director, Community and Protective Services	Consult with Legal and Finance
11	Delegated authority to execute provisions of the By- Law, including the imposition of conditions as necessary to ensure compliance with By- law Re: A by-law to establish rules and regulations for Township of West Lincoln Cemeteries	Director, Community and Protective Services	Consult with Legal
12	Delegated authority to make designations assigned pursuant to the Parks By-law	Director, Community and Protective Services	
13	Authority to approve operational aspects of commercial filming on Municipal Parkland, including the use of special effects; hours of filming; and notification and consent	Director, Community and Protective Services	Ward councillors to be notified by staff when a film application has been received prior to permit approval
14	Execute connection agreements to the Corporation's central fire alarm panel	Director, Community and Protective Services	Consult with Legal

16	To authorize a programming within and maintenance of community centres	Director, Community and Protective Services	
17	<p>To authorize fee waivers of up to 100% where such waivers:</p> <ol style="list-style-type: none"> 1. Support community-based programming in Township facilities; and, 2. Facilitate partnerships with non-profit or service-delivery organizations; and, 3. Expand services available to West Lincoln residents; and, 4. Enhance community participation in programming or events. 	Director, Community and Protective Services	Partnerships of a significant scale, duration, or organizational intent continue to be brought forward to Council for approval at the Directors discretion. The Director will provide quarterly reports to Council in regards to the use of Fee Waivers.

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2026-08

A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN AND BERTHA LYNN SNIPPE, LEONARD BERT SNIPPE, JENNIFER NICOLE SNIPPE AND JUSTIN LEONARD SNIPPE

WHEREAS the Council of the Corporation of the Township of West Lincoln deem it expedient to enter into an agreement with Bertha Lynn Snippe, Leonard Bert Snippe, Jennifer Nicole Snippe and Justin Leonard Snippe under Section 65 (2) of the Drainage Act.

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 Bertha Lynn Snippe, Leonard Bert Snippe, Jennifer Nicole Snippe and Justin Leonard Snippe under Section 65 (2) of the Drainage Act. 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 23 DAY OF FEBRUARY, 2026.

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2026-09

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

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

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

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

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

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

1. That the actions of the Council at its regular meeting of February 23, 2026 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
23 DAY OF FEBRUARY, 2026.**

MAYOR CHERYL GANANN

JUSTIN PAYLOVE, CLERK