



TOWNSHIP OF WEST LINCOLN  
PLANNING/BUILDING/ENVIRONMENTAL  
COMMITTEE MINUTES

**MEETING NO. TWO**  
**March 4, 2024, 6:30 p.m.**  
**Township Administration Building**  
**318 Canborough Street, Smithville, Ontario**

Council: Councillor William Reilly (Chair)  
Mayor Cheryl Ganann  
Councillor Jason Trombetta  
Councillor Joann Chechalk

Absent: Councillor Terry Bell (Notification provided with regrets)  
Councillor Shelley Bradaric (Notification provided with regrets)  
Councillor Mike Rehner (Notification provided with regrets)

Staff: Donna DeFilippis, Interim CAO and Treasurer  
Brian Treble, Director of Planning and Building  
Justin Paylove, Deputy Clerk  
Kevin Geoghegan, IT Help Desk Analyst

Attendees: Regional Councillor Albert Witteveen

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**1. CHAIR - Councillor William Reilly**

Prior to commencing with the Planning/Building/Environmental Committee meeting agenda, Chair Reilly provided announcements.

**2. LAND ACKNOWLEDGEMENT STATEMENT**

Councillor Reilly read the land acknowledgement statement.

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

There were no disclosures of pecuniary interests and/or conflicts of interest.

**4. PUBLIC MEETING(S)**

There were no public meetings.

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

There were no changes in order of items on the agenda.

**6. APPOINTMENTS**

There were no appointments.

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

There were no requests to address items on the agenda.

**8. CONSENT AGENDA ITEMS**

There were no consent agenda items.

**9. COMMUNICATIONS**

There were no communications.

**10. STAFF REPORTS**

**10.1 ITEM P13-24**

Director of Planning and Building (Brian Treble)

Re: Recommendation Report PD-14-2024 – Modifications to Spring Creek Heights Staff Comments, File No. 1701-006-19

Director of Planning and Building, Brian Treble, explained that the report on the agenda was missing the location map for the property in question, and so the Director placed a map at the desk of all members of Council. This map will be included when it is brought forward to Council for approval.

Councillor Chechalk inquired to the Director of Planning and Building, Brian Treble, about if reintroducing this Official Plan Amendment with minor wording changes opens the amendment up to being appealed again.

In response to Councillor Chechalk's inquiry, Director of Planning and Building, Brian Treble, explained that yes, Official Plan Amendments can be repealed, but that the ability to appeal is limited to those that have officially participated in the process to create, bring forward, and pass the amendment.

**Moved By** Mayor Cheryl Ganann

**Seconded By** Councillor Jason Trombetta

1. That, Recommendation Report PD-14-2024, regarding “Modifications to Spring Creek Heights Staff Comments, File No. 1701-006-19”, dated March 4, 2024 be received; and,
2. That, Official Plan Amendment No. 57, and By-law 2023-87, as approved on December 11, 2023, be and are hereby repealed; and,
3. That, revised Official Plan Amendment No. 57, as found at Schedule 2 to this report, be approved by By-law, and be exempt from Regional Council approval, and shall be circulated to provide Notice of Decision to the public as required by the Planning Act.

**Carried**

## **10.2 ITEM P14-24**

Director of Planning and Building (Brian Treble)

Re: Recommendation Report PD-15-2024 - Master Community Plan Update and Completion of Master Sewer Servicing Plan

Councillor Chechalk requested that the second resolution be amended.

Director of Planning and Building, Brian Treble, explained that an extensive RFP was undertaken in 2019 to hire AECOM for the master servicing plan work detailed in this report. All of that work was not completed, however, due to a lack of funds. He further explained the report then is meant primarily to explain where the funds are coming from for this project.

**Moved By** Councillor Joann Chechalk

**Seconded By** Councillor Jason Trombetta

1. That, Recommendation Report PD-15-2024, regarding “Master Community Plan Update and Completion of Master Sewer Servicing Plan”, dated March 4, 2024 be received; and,
2. That, Aecom be appointed to complete the Waste Water Master Plan for an amount up to \$75,000, which is within the budget allocated for the Sanitary Sewer Master Plan project; and,
3. That, the options, analysis and final report be completed in accordance with the Integrated Environmental Assessment process

and be presented to the public and Township Council at the appropriate times.

**Carried as Amended**

**Moved By** Councillor Joann Chechalk  
**Seconded By** Mayor Cheryl Ganann

That, the second resolution for Item 10.2 be amended to instead state that “That, AECOM be authorized to complete the work originally awarded in 2019 through RFP, in regards to completing the Waste Water Master Plan for an amount no more than \$75,000, which is within the budget allocated for the Sanitary Sewer Master Plan project; and”

**Carried**

**11. OTHER BUSINESS**

There was no other business.

**12. NEW BUSINESS**

There were no motions brought forward to introduce new items of business.

**13. CONFIDENTIAL MATTERS**

**Moved By** Mayor Cheryl Ganann  
**Seconded By** Councillor Jason Trombetta

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:

13.1 Director of Building and Planning (Brian Treble)  
Re: Legal/Solicitor-Client Privilege - Implementation of OLT File Decision (22-00280)

**VERBAL UPDATE**

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

- Advice that is subject to Solicitor-Client Privilege, including communications necessary for that purpose; and,
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

13.2 Director of Planning & Building (Brian Treble)  
Re: Property Matter/By-law Enforcement Matter - 2825 South Grimsby Road 21

**VERBAL UPDATE**

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

- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and
- Personal matters about an identifiable individual, including municipal or local board employees

13.3 Director of Planning and Building (Brian Treble)

Re: Potential Acquisition or disposition of land - 118 Griffin Street

**VERBAL UPDATE**

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

Acquisition or disposition of land

**Carried**

**13.1 Director of Planning & Building (Brian Treble)**

Re: Legal/Solicitor-Client Privilege - Implementation of OLT File Decision (22-00280)

**VERBAL UPDATE**

**13.2 Director of Planning & Building (Brian Treble)**

Re: Property Matter/By-law Enforcement Matter - 2825 South Grimsby Road 21

**VERBAL UPDATE**

**13.3 Director of Planning & Building (Brian Treble)**

Re: Potential Acquisition or disposition of land - 118 Griffin Street

**VERBAL UPDATE**

**Moved By** Mayor Cheryl Ganann

**Seconded By** Councillor Jason Trombetta

1. That, Council receive Confidential Item 13.1 and 13.2 for information; and,
2. That, staff proceed as directed in closed session in regards to Confidential Item 13.3

**Carried**

**14. ADJOURNMENT**

The Chair declared the meeting adjourned at the hour of 7:39 p.m.

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JUSTIN PAYLOVE, DEPUTY  
CLERK

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COUNCILLOR WILLIAM REILLY,  
CHAIR