



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

MEETING NO. NINETEEN

Monday, December 9, 2024, 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
Mike DiPaola, Director of Public Works and Recreation
Gerrit Boerema, Acting Director of Planning and Building
Katelyn Repovs, Director, Corporate Services/CFO
Kevin Geoghegan, IT Help Desk Analyst
Justin Paylove, Director of Legislative Services/Clerk

Attendees: John Ganann

1. CHAIR - Mayor Cheryl Ganann

Prior to commencing with the All Committees (Including Public Meetings) meeting agenda, the Mayor will note the following:

1. Comments from the public for a matter that on the agenda may be provided in person by attending the meeting and advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.
2. For those individuals that are unable to attend the meeting in person you may submit comments for matters that are on the agenda by either:

1. emailing jpaylove@westlincoln.ca before 4:30 pm. on the day of the meeting. Comments submitted will be considered as public information and be part of the public record; OR,
2. by contacting the Clerk's Department to request a Zoom Link to attend the meeting virtually.
3. Tonight's Council 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. PUBLIC MEETING

- 3.1 1985 Hodgkins Road – Carrie-Jo TeBrake (Niagara Planning Consultants, Jeremy Brown –Agent)

An application for a Zoning Bylaw Amendment has been made to rezone the property legally described as Concession 5, Part Lot 9, 30R3189 PARTS; 5, 6 & 7, in the former Township of Gainsborough now in the Township of West Lincoln, Regional Municipality of Niagara, municipally known as 1985 Hodgkins Road.

File No.1601-012-24

4. CHANGE IN ORDER OF ITEMS ON AGENDA

There were no Changes in order of Items on the Agenda

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

- 5.1 Councillor Mike Rehner - Acting Director of Planning and Building (Gerrit Boerema) and Senior Planner (Madyson Etzl)

Was not in attendance of the public meeting.

6. APPOINTMENTS

There were no appointments.

7. 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.

8. CONSENT AGENDA ITEMS

NOTE: All items listed below are considered to be routine and non-controversial and can be approved by one resolution. There will be no separate discussion of these items unless a Council Member requests it, in which case the item will be removed from the consent resolution and considered immediately following adoption of the remaining consent agenda items.

8.1 CONSENT AGENDA ITEMS:

There were no Consent Agenda Items

9. COMMUNICATIONS

9.1 Councillor William Reilly

Re: A reliable Niagara Region Transit Expansion of Localized Transit Services into the Township of West Lincoln

Moved By Councillor William Reilly

Seconded By Councillor Shelley Bradaric

WHEREAS The Township of West Lincoln has secured a recent urban boundary expansion;

WHEREAS The Township of West Lincoln is expecting unprecedented growth;

WHEREAS the population of The Township of West Lincoln is approximately 16,500, and is expected to grow to over 39,000 by 2051;

WHEREAS the largest portion of that growth will be in Urban Centre of Smithville;

WHEREAS The Township of West Lincoln is the largest municipality by geographic area in the Niagara Region;

WHEREAS it was agreed upon by local area municipalities and the Regional Municipality of Niagara, through the Triple Majority process in the establishment of the Niagara Transit Commission and in the adoption of the Niagara Service Standards Strategy, that Niagara Transit would plan for and work towards all local municipalities receiving transit services fairly and equitably;

WHEREAS there is a growing demand from West Lincoln residents for local transit services;

WHEREAS The Township of West Lincoln's growing commercial, industrial, and agricultural industries offer stable and reliable employment opportunities at competitive wages where a reliable and routinely planned transit system could connect job seekers from all across The Region of Niagara.

WHEREAS Small businesses located in West Lincoln including but not limited to; restaurants, shopping centres, leisure & recreation industries, and specialized professional services being the core of every developing community would benefit from a reliable and routinely planned local transit system;

WHEREAS Niagara Region & the Province of Ontario are the economical drivers in our community and they rely on transit to commute;

WHEREAS many of the residents who are moving to West Lincoln are accustomed to utilizing local transit;

THEREFORE, BE IT RESOLVED The Township of West Lincoln Council requests that the Niagara Transit Board provide, through the 2025 Transit Master Plan process, a local transit plan for West Lincoln that includes:

- A plan for local transit for West Lincoln which includes commingled specialty services and/or the addition of networked conventional service based on warrant, demand and ridership; and
- Notice of any corresponding increase in service hours and the cost for the local municipality through the budget process when and if additional local services are planned; and
- A timeline for the introduction of any local service enhancement; and
- That a copy of the final 2025 Transit Master Plan be brought by Niagara Transit staff to a future local council or committee meeting

Carried

10. STAFF REPORTS

10.1 Planning/Building/Environmental Committee

10.1.1 Acting Director of Planning and Building (Gerrit Boerema) and Senior Planner Madyson Etzl

Re: Recommendation Report PD-56-2024 - Application for Zoning Bylaw Amendment – 1985 Hodgkins Road

Moved By Councillor William Reilly

Seconded By Councillor Shelley Bradaric

1. That, Recommendation Report PD-56-2024, titled “Recommendation Report- Application for Zoning Bylaw Amendment- 1985 Hodgkins Road (File No. 1601-011-24)”, dated December 9th 2024, be received; and,
2. That, the application for Zoning Bylaw Amendment for 1985 Hodgkins Road, be approved in accordance with the attached Zoning By-law Amendment; and
3. That, no further Public Meeting is required for the consideration of this By-law in accordance with Section 34(17) of the Planning Act.

Carried

10.1.2 Acting Director of Planning and Building (Gerrit Boerema) and CAO (Truper McBride)

Re: Update Recommendation Report PD45-2024 - Service Level Agreement (SLA) Further Research

Moved By Councillor Joann Chechalk

Seconded By Councillor Greg Maychak

1. That, Recommendation Report PD-45-2024, titled “Service Level Agreement (SLA) Further Research”, dated December 9, 2024 be received; and,
2. That, Council supports the signing of an agreement with the Niagara Regional to assist with the provision of limited professional planning services for not more than two years after the date of proclamation (March 31, 2025); and,
3. That, the CAO be authorized to sign the two year (maximum) agreement on behalf of the Township following the date of provincial proclamation of the Region no longer being a planning approval authority, with a one-year notice period to leave the agreement; and,
4. That, Council directs Administration to develop and recommend to Council a service delivery model to support local delivery of planning services currently supported by Region of Niagara, by the end of 2025.

Carried

10.1.3 Acting Director of Planning and Building (Gerrit Boerema) and Senior Planner (Madyson Ettl)

Re: Recommendation Report PD-57-2024 - Recommendation Report – Application for Zoning Bylaw Amendment – 5357 and 5377 Elcho Road

Councillor Mike Rehner declared a conflict on this item. (Was not in attendance of the public meeting.)

Moved By Councillor Shelley Bradaric

Seconded By Councillor William Reilly

1. That Recommendation Report PD-57-2024, titled “Recommendation Report – Application for Zoning Bylaw Amendment – 5357 and 5377 Elcho Road, (File No. 1601-011-24)” dated December 9th 2024, be received; and,
2. That, no further public meeting is required for the consideration of this by-law in accordance with Section 34(17) of the Planning Act; and,
3. That, the application for Zoning By-law Amendment submitted by Upper Canada Consultants be approved in accordance with the attached Zoning By-law Amendment with the site-specific regulations, and that Council authorize the Mayor and Clerk to sign the necessary by-laws.

Carried

10.2 Administration/Finance/Fire Committee

10.2.1 Director of Legislative Services/Clerk (Justin Paylove)

Re: Recommendation Report C-06-2024 - Delegated Authority By-law

Moved By Councillor Jason Trombetta

Seconded By Councillor Shelley Bradaric

1. That, Recommendation Report C-06-2024, titled “Delegated Authority By-law” dated December 9, 2024 be received; and,
2. That, a By-law such as the draft By-law attached as Schedule “A” to this report be approved.
3. That, Administration prepare a semi-annual report in regards to contentious issues arising from the Delegated Authority By-law.

Carried as Amended

Moved By Councillor Jason Trombetta

Seconded By Councillor Joann Chechalk

That, Administration prepare a semi-annual report in regards to contentious issues arising from the Delegated Authority By-law.

Carried

10.2.2 Director, Corporate Services/CFO (Katelyn Repovs)

Re: Recommendation Report T-25-2024 - Consolidated User Fees and Charges By-Law and 2025 User Fees and Charges

Moved By Councillor Joann Chechalk

Seconded By Councillor Greg Maychak

1. That, Recommendation Report T-25-2024, titled “Consolidated User Fees and Charges By-Law and 2025 User Fees and Charges”, dated December 9, 2024, be received; and,
2. That, Schedule “A”, attached to this Report, outlining the Consolidated Schedule of Fees and Charges, be approved with an effective date of January 1, 2025 (unless otherwise indicated); and,
3. That, Schedule “B”, outlining the Consolidated User Fees and Charges By-Law 2024-82, be approved, with an effective date of January 1, 2025.

Carried

10.2.3 Acting Fire Chief (Tim Hofsink)

Re: Information Report WLF-15-2024 - Monthly Update – November 2024

Moved By Councillor Greg Maychak

Seconded By Councillor Jason Trombetta

That, Information Report WLF-15-2024 titled “Monthly Update – November 2024” dated December 9th, 2024, be received for information.

Carried

10.3 Public Works/Recreation Committee

10.3.1 Coordinator of Engineering Services (Jennifer Bernard) and
Director of Public Works & Recreation (Mike DiPaola)

Re: Recommendation Report PW-29-2024 - Concession 3 Road –
Land Transfer Declaration as a Public Highway

Moved By Councillor Mike Rehner

Seconded By Councillor Shelley Bradaric

1. That, Recommendation Report PW-29-2024 titled,
“Concession 3 Road – Land Transfer Declaration as a Public
Highway”, dated December 9, 2024, be received; and
2. That, a By-law be passed to declare Parts 3, 4, 5 and 6 on
Reference Plan No. 30R-16266 on Concession 3 Road as
Public Highway.

Carried

10.3.2 Manager of Operations (Tray Benish) and Director of Public Works
and Recreation (Mike DiPaola)

Re: Recommendation Report PW-30-2024 - CLI-ECA Update –
Operations and Maintenance Manuals Budget Amendment and
Delegation of Authority

Moved By Councillor Shelley Bradaric

Seconded By Councillor Greg Maychak

1. That, Recommendation Report PW-30-2024, titled “CLI-ECA
Update – Operations and Maintenance Manuals Budget
Amendment and Delegation of Authority”, dated December
9th, 2024 be received; and,
2. That, Budget Amendment BA2024-13 for an amount of
\$60,000, funded through the Capital Reserve in the amount
of \$30,000 and the Sewer Reserve in the amount of
\$30,000, be approved by Council; and,
3. That, Council delegates authority to Administration to sign
future CLI-ECA applications.

Carried

10.3.3 Project Manager (Ray Vachon) and Director of Public Works and Recreation (Mike DiPaola)

Re: Information Report PW-25-2024 - 2024 Capital Project Completion Update

Moved By Councillor William Reilly

Seconded By Councillor Greg Maychak

1. That, Information Report PW-25-2024 titled “2024 Capital Project Completion Update”, dated December 9, 2024, be received for information.

Carried

11. OTHER BUSINESS

11.1 Members of Council
Re: Council Remarks

Councillor Rehner:
Re: Demolition of the Old Caistor Fire Hall

Councillor Trombetta:
Re: Upcoming Pen West (NPEI) meeting

Councillor Bradaric:
Re: Silverdale Hall Christmas Dinner in support Community Care

Councillor Maychak:
Re: Celebrated Community Care and donations will be accepted at Foodland

Councillor Reilly:
Re: Commenced staff for the Christmas Parade success

Mayor Cheryl Ganann:
Re: West Lincoln Sparkles Contest and the Annual Christmas Dinner

12. NEW BUSINESS

There were no new business

13. CONFIDENTIAL MATTERS

There were no confidential matters.

14. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 8:40 p.m.

JUSTIN PAYLOVE, DIRECTOR
OF LEGISLATIVE
SERVICES/CLERK

MAYOR CHERYL GANANN