



Addendum #1

Issued: October 8, 2025

Township of Wainfleet's Official Plan Conformity and 10-year Update

Request for Proposal RFP#2025-01-CDS

Issued: September 19, 2025

The following amendments/clarifications to the Request for Proposal
document shall be considered to form part of the RFP

Responses to this Request for Proposals ("Bids") must be submitted **Electronically** to The Corporation of the Township of Wainfleet for this opportunity. Bids submitted in any other manner will be disqualified. To access the RFP form and start your submission, click the Electronic RFP Form Link here.

www.wainfleet.ca/tenders

Submission Deadline: 2:30PM EST on Friday October 17, 2025

(Bids will be open publically at this time)

Township of Wainfleet's Official Plan

The following amendments/clarifications to the Request for Proposal Documents are considered to form part of this RFP and are effective immediately.

No consideration will be given for extras and/or changes due to the Proponent not being familiar with the contents of this Addendum.

The following Addendum has been issued to make clarifications, revisions and additions to the various areas of the RFP.

1.0 STUDIES/REPORTS REQUIRED & SCOPE OF WORK

The Township is not requiring specialized studies to be completed unless specifically included in the scope of work (Section 2 of the RFP). The Township has only identified the Parks Master Plan as an immediate need (with recent legislative changes, this is required for the Township to utilize parkland dedication holdings and satisfy the current requirements of the *Planning Act*). The Township's limited land holdings should make this study a relatively simple task to complete.

Staff also notes that the Township does not have any Secondary Plan Area's or designated CIP areas. As part of the Official Plan update, it would be beneficial for the Township to have some enabling policy direction or identify future opportunities/needs for this type of work.

The remaining items identified in scope of work would fall under designation/mapping changes and require specific policy creation or updates including additional dwelling units (ADU's), servicing, housing, climate change, renewable energy, delegated authority, natural heritage, site plan control, * home industry/ home occupations (this includes addressing illegally established businesses), industrial/employment areas, cultural heritage and *archaeology (potential for a conservation district), and lakeshore access and ownership. Many of these items are sensitive issues for our community and may require significant engagement with the public and Council.

2.0 CONSOLIDATION vs AMENDMENT

Staff have considered the available approaches to bringing the Township's Official Plan into conformity with the PPS 2024 and aligning it with the Region of Niagara Official Plan, which now functions as the Township's Official Plan. This includes options such as consolidating the Region's Official Plan into the Township's existing Official Plan through minor amendments and additions, or alternatively, undertaking the preparation of a new comprehensive Official Plan.

Given that the required 10-year update is also due, staff are of the opinion that the most effective approach would be to prepare a new Official Plan as a single, consolidated document. As the comprehensive review portion of the update is not appealable it may require a strategic approach to structuring and sequencing the approval process.

However, staff are open to considering alternative approaches proposed through the bidders' submissions.

Township of Wainfleet's Official Plan

The Township does not anticipate new issues arising from consolidating the Region of Niagara Official Plan that would require additional analysis or policy development through this comprehensive review.

3.0 REQUIRED MEETINGS/COMMUNICATION

Regularly scheduled virtual consultation (check-in meetings) between the successful proponent and Township staff would be sufficient. It is the Township's preference that any public open houses, public meetings, presentations to and special meetings of Council are attended in person.

4.0 GROWTH NEEDS

Based on the increased population forecast for the Township of Wainfleet in the Region of Niagara Official Plan relative to the existing Township of Wainfleet Official Plan, the Township does not anticipate the Official Plan review to consider how to accommodate these growth needs as the Settlement Area Boundaries (Hamlet Lands) have been adequately expanded to accommodate the forecasted growth.