

**TOWNSHIP OF WEST LINCOLN**  
**PUBLIC WORKS/RECREATION/ARENA COMMITTEE**  
**MINUTES**

**MEETING NO. THREE**

**March 15, 2021, 8:13 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

**Council:** Councillor Harold Jonker  
Councillor Shelley Bradaric  
Mayor Dave Bylsma  
Councillor Cheryl Ganann  
Councillor Jason Trombetta  
Councillor Mike Rehner  
Councillor William Reilly

**Staff:** Bev Hendry, CAO  
Joanne Scime, Clerk  
Mike DiPaola, Director of Public Works and Recreation  
Roberta Keith, IT Manager

**Others:** Regional Councillor Albert Witteveen  
Tristan Marks, News Now

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**1. CHAIR - Councillor Harold Jonker**

Prior to commencing with the Public Works/Recreation/Arena Committee meeting agenda, Chair Jonker made the following announcements:

1. Due to efforts to contain the spread of COVID-19 and to protect all individuals, the Council Chamber will not be open to the public to attend Standing Committee and Council meetings until further notice.
2. The public could have submitted comments for matters that are on the agenda to [jscime@westlincoln.ca](mailto:jscime@westlincoln.ca) before 4:30 pm. today and any comments submitted are considered public information and will be read into the public record.
3. The meeting is being recorded and will be available on the Township's website within 48 hours of the meeting.

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

There were no requests to change the order of the items on the agenda.

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

There were no disclosures of pecuniary interest and/or conflict of interest by any Member of the Committee in attendance.

**4. APPOINTMENTS**

There were no appointments/presentations.

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

The Chair inquired if the IT Manager was aware if there were any members of the public who were in attendance virtually on the Zoom meeting call that wished to address a specific item on tonight's agenda as permitted under Section 6.7 of the Procedural By-law, for which the IT Manager confirmed there was not.

Additionally, the Chair asked the Clerk if she had received any emails or correspondence from a member of the public prior to 4:30 p.m. today, for which the Clerk confirmed she had not.

**6. CONSENT AGENDA ITEMS**

**6.1 ITEM PW07-21**

**CONSENT AGENDA ITEMS**

**Moved By** Mayor Dave Bylsma

**Seconded By** Councillor Cheryl Ganann

That the Public Works/Recreation/Arena Committee hereby approves the following Consent Agenda Items:

1. Items 1 and 2 be and are hereby received for information.

**Carried**

**SUMMARY OF APPROVED CONSENT AGENDA ITEMS:**

1. West Lincoln Public Library Board - February 12, 2021 Minutes
2. Information Report REC-02-2021 - West Lincoln Community Centre & Recreation Services COVID-19 Update

**7. COMMUNICATIONS**

**7.1 ITEM PW08-21**

Honourable Minister Caroline Mulroney, Ministry of Transportation

Re: Letter - Delegation at 2021 Virtual Rural Ontario Municipal

Association (ROMA) Conference - North South Escarpment Crossing  
**FOR INFORMATION**

**8. STAFF REPORTS**

**8.1 ITEM PW09-21**

Director of Public Works and Recreation (Mike DiPaola)

Re: Recommendation Report REC-03-2021 - Canada Healthy

Communities Initiative Application – Wellandport Disc Golf Course

In response to Councillor Trombetta's inquiry, whether the Township would have to provide additional funding beyond the grant amount that has been applied for of \$75,000 for the construction of the proposed 9-hole disc golf course at Wellandport Community Park, the Director of Public Works & Recreation advised that the grant would fund 100% of the cost to construct the 9-hole disc golf course; therefore, no additional funding would be needed. The Director of Public Works & Recreation stated that staff did proceed with the grant application as it was due March 9th, 2021 and that staff are expecting to hear back by no later than March 30th if the Township's grant application was approved or not. The Director of Public Works & Recreation stated that if the Township's grant was not approved there was a second intake for applications and the Township could resubmit their application at that time for consideration. The Director of Public Works & Recreation stated that staff will only proceed with this project if the Township's application is successful and that he would be reporting back once he hears from the Ministry with respect to their decision on the Township's application.

Councillor Reilly reiterated his concern that he had provided following Mrs. Bergsma's presentation at the Administration/Finance/Fire Committee meeting and advised that he was not in favour of the area as depicted in the presentation as Concept Hole #7 and that he preferred this area to be left as greenspace with perhaps additional picnic tables being brought in for people to enjoy the park, river and boat launch.

In response to Councillor Reilly's concerns regarding the role of the Township in this proposed project, the Director of Public Works & Recreation stated the students, under the leadership of their teachers, will be preparing a proposed conceptual layout of the holes for the golf course but it will be the Township and staff that will approve the final layout of the course.

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**Moved By** Councillor Shelley Bradaric

**Seconded By** Mayor Dave Bylsma

1. That, Report REC-03-2021, re: Canada Healthy Communities Initiative Application – Wellandport Disc Golf Course, dated March 15, 2021 be received for information; and,
2. That, Council endorses the construction of a nine (9) hole disc golf course at the Wellandport Community Centre property, subject to the approval of Canada Healthy Communities Initiative funding application.

**Carried**

### **8.2 ITEM PW10-21**

Manager of Parks, Recreation and Facilities (Bob Denison) & Director of Public Works and Recreation (Mike DiPaola)

Re: Recommendation Report REC-04-2021 - 2021 Cemetery Maintenance Request for Proposal (RFP) Authorization

**Moved By** Councillor Cheryl Ganann

**Seconded By** Councillor Shelley Bradaric

1. THAT, Report REC-04-2021, re: 2021 Cemetery Maintenance Contract Request for Proposal (RFP) Authorization, dated March 15, 2021 be received; and,
2. THAT, Council awards the request for proposal contract to George Lane Landscaping for a five-year term, in the total amount of \$242,000.00 (plus HST), and,
3. THAT, a By-Law be passed to authorize the Mayor and Clerk to enter into an agreement with George Lane Landscaping.

**Carried**

## **9. OTHER BUSINESS**

### **9.1 ITEM PW11-21**

Members of Council

Re: Other Business Items of an Informative Nature

- (1) CAO (Bev Hendry)  
Re: West Lincoln Community Centre (WLCC) - COVID Vaccination Site

The CAO advised that she wanted to make sure that Members of Council were aware that the West Lincoln Community Centre (WLCC) was one of the vaccination sites in Niagara to accommodate West Lincoln residents to receive their COVID vaccination. The CAO stated that the only date confirmed for the WLCC to be used as a

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vaccination site was Thursday, April 1st, 2021 and that she assumed further dates will be provided by Niagara Health and that she would update Members of Council accordingly.

(2) Councillor Cheryl Ganann

Re: Update from West Lincoln Public Library Board Meeting of March 12, 2021

Councillor Ganann advised that at the March 12, 2021 West Lincoln Public Library Board Meeting it was noted that library staff had kept stats with respect to the first week (March 1 to 6) that the libraries were open when Niagara moved to the "Red" category and there were 102 curbside pickups, 71 browsing appointments and 6 people that came into the library to use the computers. Councillor Ganann stated that the West Lincoln Public Library has a good website that has been operating for a period of time; however, the website did not work very well on mobile devices and the Library's IT Person has been working on this issue and on March 11th the mobile device improvements went live. Councillor Ganann also showed on the ZOOM screen a newsletter that shows what was going on in the three libraries including their programs and activities (online or in person). Additionally, the Interim Library CEO will be emailing these newsletters which will also include Members of Council.

(3) Councillor Jason Trombetta

Re: Vaccination Site Bookings

Councillor Trombetta advised that residents that live in Caistorville that have a Canfield address are being given vaccine sites in the County of Haldimand and are afraid that they may not be recognized by Haldimand's Public Health and turned away. Councillor Trombetta stated that he did not know how to respond to these concerns and requested staff to investigate this matter and report back as to how Members of Council should respond to this issue.

In response to Councillor Trombetta's inquiry, the CAO stated that she did not know how to respond to this matter but that she and other staff members have a meeting with Niagara Public Health tomorrow morning at which time she would address this issue and report back to Members of Council accordingly.

Councillor Ganann advised that she received calls as well from residents of the Legion Villa as their doctor was in Dunnville area and

they too were being directed to a vaccination site in Simcoe (Haldimand).

**10. NEW BUSINESS**

**Moved By** Councillor Mike Rehner

**Seconded By** Mayor Dave Bylsma

That, a new item of business be introduced being an intersection safety review for Sixteen Road and Regional Road 20.

**Carried**

**10.1 ITEM PW12-21**

Mayor Dave Bylsma

Re: Intersection Safety Review - Intersection of Regional Road 20 and Sixteen Road

Mayor Bylsma advised that a number of accidents have occurred over the last several months, with the latest being earlier that day, at the intersection of Regional Road 20 and Sixteen Road and he felt an intersection safety assessment was warranted and requested staff to contact Niagara Region to request a safety assessment to be undertaken at this intersection.

**Moved By** Mayor Dave Bylsma

**Seconded By** Councillor Cheryl Ganann

That, the Director of Public Works & Recreation be hereby directed to request Niagara Region to undertake an intersection safety review for the intersection of Sixteen Road and Regional Road 20 due to a number of motor vehicle accidents that have occurred at this location.

**Carried**

**11. CONFIDENTIAL MATTERS**

There were no confidential matters.

**12. ADJOURNMENT**

The Chair declared the meeting adjourned at the hour of 8:52 p.m.

  
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**JOANNE SCIME, CLERK**

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**COUNCILLOR HAROLD JONKER, CHAIR**