

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

**MEETING NO. SEVEN**

**September 20, 2021, 7:30 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

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

Staff: Bev Hendry, CAO  
Joanne Scime, Clerk  
Mike DiPaola, Director of Public Works and Recreation  
Dennis Fisher, Fire Chief  
Jessica Dyson, Deputy Clerk  
Roberta Keith, IT Manager

Other Members: Tristan Marks, News Now

**\* IN ATTENDANCE PART-TIME**

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**1. CHAIR - Councillor Harold Jonker**

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

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

**2. LAND ACKNOWLEDGEMENT STATEMENT**

On behalf of the Members of Council and staff, we wish to acknowledge this land on which the Township of West Lincoln operates. The land on which we gather is the traditional territory of the Haudenosaunee and Anishinaabeg peoples and is still home to many indigenous people today. We are grateful to have the opportunity to work here today and to follow the Haudenosaunee system of blending laws and values and the Anishinaabe beliefs to strive to live in harmony and balance throughout the Municipality. We acknowledge that we are all treaty people and accept our responsibility to honour all our relations.

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

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

**4. 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.

**5. APPOINTMENTS**

There were no appointments/presentations.

**6. 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.

**7. CONSENT AGENDA ITEMS**

**7.1 ITEM PW31-21**

**CONSENT AGENDA ITEMS**

**Moved By** Mayor Dave Bylsma

**Seconded By** Councillor William Reilly

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

1. Items 1, 2 and 3 be and are hereby received for information

**Carried**

**SUMMARY OF APPROVED CONSENT AGENDA ITEMS:**

1. West Lincoln Public Library Board - Minutes of July 9, 2021
2. West Lincoln Christmas Parade Committee - Minutes of April 28, 2021
3. Information Report REC-11-2021 - West Lincoln Community Centre and Recreation Services COVID-19 Update

**8. COMMUNICATIONS**

**8.1 ITEM PW32-21**

Bev Packham, West Lincoln Christmas Parade Committee

Re: Resignation

**Moved By** Councillor Cheryl Ganann

**Seconded By** Councillor Shelley Bradaric

1. That, the email received on September 7, 2021 from Bev Packham advising of her resignation from the West Lincoln Christmas Parade Committee be received with regrets; and,
2. That, By-law 2020-95 be repealed and that a new by-law be presented at the September 27, 2021 Council Meeting to remove Bev Packham from Schedule G (West Lincoln Christmas Parade Committee) of By-law 2018-114

**Carried**

**9. STAFF REPORTS**

**9.1 ITEM PW33-21**

Manager of Operations (Steve McGean) & Director of Public Works & Recreation (Mike DiPaolo)

Re: Recommendation Report PW-18-2021 - 2021 Hot Mix Spot Repair Authorization

**Moved By** Mayor Dave Bylsma

**Seconded By** Councillor Jason Trombetta

1. That, Report PW-18-2021, re: 2021 Hot Mix Spot Repair Tender Authorization dated September 20th, 2021 be received; and,
2. That, Council accept the tender submission by Griffin Construction for the paving of spot repairs, in the amount of \$134,552.50 (plus HST); and,
3. That, Council approve the project budget in the total amount of \$167,552.50; and,
4. That, a By-Law be passed to authorize the Mayor and Clerk to enter into an agreement with Griffin Construction.

**Carried**

**9.2 ITEM PW34-21**

Director of Public Works & Recreation (Mike DiPaolo)

Re: Recommendation Report PW-19-2021 - Approved Roster List for Wind Project Tree Replacement Program

Mayor Bylsma stated that the tree replacement program has been quite a process including a lot of implications adding that he is glad to see that the Township is at the point where staff can move forward with the tree replacement program. Councillor Ganann echoed Mayor Bylsma's comments adding that many people are looking forward to seeing this project completed.

**Moved By** Councillor Cheryl Ganann

**Seconded By** Councillor William Reilly

1. THAT, Report PW-19-2021; re: Approved Roster List for Wind Project Tree Replacement Program dated September 20, 2021, be received, and
2. THAT, the following firms be approved to supply and install trees as part of this project: B.A. Loney Services Inc.; CSL Group Limited; Division 2 Contracting Limited; Earthgen International Ltd., and
3. THAT, Council authorizes staff to enter and execute purchase orders to the recommended firms up to a total upset limit of \$624,000.

**Carried**

**9.3 ITEM PW35-21**

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

Re: Recommendation Report REC-10-2021 - Dennis Drive Playground Request For Proposal (RFP) Authorization

Councillor Reilly stated that he is impressed with the amount of playground equipment being presented for the proposed amount of money adding that this structure will be well received in Ward One. In response to Councillor Reilly's question regarding if the playground area will have any park benches around the area, the Director of Public Works & Recreation stated that staff budget for park benches separately than the playground equipment noting that through the annual budget staff will be adding park benches to this particular park.

**Moved By** Mayor Dave Bylsma

**Seconded By** Councillor William Reilly

1. THAT, Report REC-10-2021, re: Dennis Drive Playground Request For Proposal (RFP) Authorization, dated September 20, 2021 be received; and,

## **PUBLIC WORKS/RECREATION/ARENA COMMITTEE MINUTES – Sept. 20, 2021**

2. THAT, Council awards the RFP submission by Play Power in the total amount of \$123,784.68 (plus HST); and,
3. THAT, a By-Law be passed to authorize the Mayor and Clerk to enter into an agreement with Play Power.

**Carried**

### **10. OTHER BUSINESS**

#### **10.1 ITEM PW36-21**

Members of Council

Re: Other Business Items of an Informative Nature

##### **1. Mayor Bylsma**

Re: Concession 5 Road – Road Work

Mayor Bylsma thanked staff for their work at laying a smooth 8 kilometers of tar chip along Concession 5 Road, adding that this is a great accomplishment and he hopes to see this success continue on more Township roads.

Re: Band Shell at the West Lincoln Community Centre

In response to Mayor Bylsma's question regarding if there was any rendering of what the Band Shell at the West Lincoln Community Centre will look like, the Director of Public Works & Recreation advised that there was an attachment that had the rendering of the Band Shell included when the contract was awarded at the April Public Works Committee meeting, noting that this can be circulated to Council again for reference.

Re: Fire Station No.2

Mayor Bylsma requested an update with respect to the Fire Station #2 construction. The Fire Chief advised that after discussions with the Architect it was shown that the cost of construction is much higher than was expected adding that the cost is now starting to level out slowly. The Fire Chief also advised that since this is a pre-engineered design, the structural steel will not be received until at least July 2022, noting that to move forward it was a decision of the Committee and the Architect to hold off putting the tender out for construction until late fall (i.e., first week of November) and staff putting forward a report in January.

##### **2. Councillor Jonker**

Re: Update on St. Anns Road

Councillor Jonker requested an update with respect to the rehabilitation on St. Ann's Road. The Director of Public Works & Recreation advised that the Township had surveyors on site to get

## **PUBLIC WORKS/RECREATION/ARENA COMMITTEE MINUTES – Sept. 20, 2021**

ready for the preliminary engineering adding that some boreholes have been done to figure out the existing pavement structure and that the assessment on the bridge has been completed. The Director of Public Works & Recreation stated that staff will be sending out a notice of study commencement to the residents and the other properties within the study area in order to start the public consultation noting that in the 2022 budget staff will complete a detailed design for the construction project.

Re: Regional Road 69 Road Construction

In response to Councillor Jonker's question regarding Regional Road 69 to Victoria Ave. and if the road construction was going to be completed along that stretch of road to match the road construction completed at Beamsville Mountain Road, the Director of Public Works & Recreation advised that the Region has identified this segment of road in their Capital Budget forecast as road reconstruction, noting that the work that was just completed was only a resurfacing work. The Director of Public Works & Recreation advised that this road reconstruction may be two to three years out based on the last meeting staff had with the Region.

### **11. NEW BUSINESS**

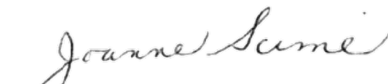
There was no new business brought forward by any Member of Committee in attendance.

### **12. CONFIDENTIAL MATTERS**

There were no confidential matters.

### **13. ADJOURNMENT**

The Chair declared the meeting adjourned at the hour of 8:03 p.m.

  
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**JOANNE SCIME, CLERK**

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**COUNCILLOR HAROLD JONKER,  
CHAIR**