



TOWNSHIP OF WEST LINCOLN
ADMINISTRATION/FINANCE/FIRE COMMITTEE
MINUTES

MEETING NO. EIGHT

November 18, 2024, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

Council: Councillor Jason Trombetta, Chair
 Councillor Shelley Bradaric
 Mayor Cheryl Ganann
 Councillor Mike Rehner
 Councillor William Reilly
 Councillor Joann Chechalk

Staff: Mike DiPaola, Director of Public Works and Recreation
 Donna DeFilippis, Treasurer/Director of Finance
 Katelyn Repovs, Manager of Finance/Deputy Treasurer
 Tim Hofsink, Deputy Fire Chief
 Justin Paylove, Director of Legislative Services/Clerk
 Truper McBride, CAO
 Kevin Geoghegan, IT Help Desk Analyst

Attendees: John Ganann
 Greg Maychak

1. CHAIR - Councillor Jason Trombetta

Prior to commencing with the Administration/Finance/Fire Committee meeting agenda, Chair Trombetta noted the following:

1. Comments can be made from members of the public for a matter that is on the agenda by advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.

2. The public may submit written comments for matters that are on the agenda to jpaylove@westlincoln.ca before 4:30 p.m. on the day of the meeting for consideration by the Committee. Comments received after 4:30 p.m. on the day of the Committee meeting will be considered at the following Council meeting. Comments submitted are included in the record.
3. This meeting will be livestreamed as well as recorded and available on the Township's website.

2. LAND ACKNOWLEDGEMENT STATEMENT

The Chair read the following 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. CHANGE IN ORDER OF ITEMS ON AGENDA

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

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

There were no declarations of pecuniary interest or conflict of interest.

5. APPOINTMENTS

There were no appointments/presentations.

6. 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.

Chair inquired if there were any members of the public present who wished to address any items on the Administration/Finance/Fire Committee agenda, of which there were none.

7. CONSENT AGENDA ITEMS

7.1 ITEM A53-24
CONSENT AGENDA ITEMS

There were no consent agenda items.

8. COMMUNICATIONS

8.1 ITEM A54-24
Mayor's Youth Advisory Committee Minutes - October 2, 2024

Moved By Councillor William Reilly
Seconded By Councillor Shelley Bradaric

That, the Mayor's Youth Advisory Committee Minutes dated October 2, 2024; be received.

Carried

9. STAFF REPORTS

9.1 ITEM A55-24
Manager of Finance and Deputy Treasurer (Katelyn Repovs) and Director of Finance/Treasurer (Donna DeFilippis)
Re: Recommendation Report T-24-2024 - Asset Management Plan Phase 3 – Budget Amendment

Moved By Mayor Cheryl Ganann
Seconded By Councillor Mike Rehner

1. That, Recommendation Report T-24-2024, titled “Asset Management Plan Phase 3 – Budget Amendment”, dated November 18, 2024, be received; and,
2. That, Budget Amendment BA2024-12 for an amount of \$60,000, funded through the Capital Reserve, be approved by Council.

Carried

9.2 ITEM A56-24
Fire Chief (Dennis Fisher)
Re: Information Report WLFD-14-2024 - Monthly Update – October 2024

Moved By Councillor William Reilly
Seconded By Councillor Shelley Bradaric

That, Information Report WLFD-14-2024 titled “Monthly Update – October 2024” dated November 18, 2024, be received for information.

Carried

9.3 ITEM A57-24

Director of Finance and Treasurer (Donna DeFilippis) and Manager of Finance and Deputy Treasurer (Katelyn Repovs)
Re: Recommendation Report T-23-2024 - Quarter 3 Financial Update September 2024

Moved By Mayor Cheryl Ganann
Seconded By Councillor Shelley Bradaric

1. That, Recommendation Report T-23-2024, titled “Quarter 3 Financial Update September 2024”, dated November 18, 2024, be received; and,
2. That, Council approve the funding of the 2020 Smithville North Drain assessment update of \$5,088 through the operating fund.

Carried

9.4 ITEM A58-24

CAO (Truper McBride)
Re: Information Report CAO-05-2024 - Organizational Restructuring Presentation

Moved By Councillor William Reilly
Seconded By Mayor Cheryl Ganann

That, Information Report CAO-05-2024, titled “Organizational Structure” dated November 18th, 2024, be received.

Carried

10. OTHER BUSINESS

10.1 ITEM A59-24

CAO (Truper McBride)
Re: Staff Accomplishments

Donna DeFilippis- NextGen Excellence Award Winner

10.2 ITEM A60-24

Members of Committee

Re: Verbal Updates from Members of Boards and Committees

Mayor Ganann

Re: Santa Claus Parade entry

Mayor Ganann informed the public that the deadline for the Santa Claus parade has passed; however, Council invites you to reach out and join them as they walk in the parade.

Councillor Trombetta

Re: PenWest Strategic Plan

Councillor Trombetta informed the public that there will be a Strategic Planning Meeting with PenWest on December 12, 2024 followed by the Annual Meeting.

10.3 ITEM A61-24

Members of Council

Re: Other Business Items of an Informative Nature

Councillor Reilly

Re: Holiday Smile Campaign & Santa Claus Parade

Councillor Reilly informed the public that the kickoff for Tim Horton's Holiday Smile Campaign begins today where half the proceeds raised go towards our community FORT and that he will be walking with Council at the Santa Claus Parade.

Mayor Ganann

Re: Community Tree Lighting

Mayor Ganann informed the public that the West Lincoln Community Tree Lighting is taking place at 6:15 p.m. on Wednesday, November 27th with free hotdogs, free hot chocolate and caroling.

Councillor Chechalk

Re: Holiday Smile Campaign

Councillor Chechalk further informed the public that the local Tim Horton's is inviting volunteers to participate in decorating smile cookies for their campaign.

Councillor Trombetta
Re: Email Updates

Councillor Trombetta requested that email reminders for upcoming municipal events be added to their outlook calendars.

11. NEW BUSINESS

There were no new items of business.

12. CONFIDENTIAL MATTERS

There were no confidential matters.

13. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 7:54 p.m.

JUSTIN PAYLOVE, DIRECTOR OF
LEGISLATIVE SERVICES/CLERK

COUNCILLOR JASON
TROMBETTA, CHAIR