



**TOWNSHIP OF WEST LINCOLN
CORPORATE SERVICES COMMITTEE
MINUTES**

MEETING NO. ONE

February 18, 2025, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

Staff: Mike DiPaola, Director of Operations
Cindy Weir, Library CEO*
Dennis Fisher, Fire Chief
Gerrit Boerema, Director of Growth and Sustainability
Katelyn Repovs, Director of Corporate Services/CFO
Roberta Keith, IT Manager
Justin Paylove, Director of Legal and Legislative Services/Clerk
Truper McBride, CAO

Attendees: John Ganann
Rob Cosby
David Kurth*

*Attended Part-time

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- 1. CHAIR - Councillor Shelley Bradaric**

Prior to commencing with the Corporate Services Committee meeting agenda, Chair Bradaric 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. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST

Councillor William Reilly declared a conflict of interest with Item CS04-25 regarding the Library budget, as his wife sits on the Board.

4. CONFIDENTIAL MATTERS

Moved By Councillor Joann Chechalk

Seconded By Councillor William Reilly

That, the next portion of this meeting be closed to the public to consider the following pursuant to Section 239(2) of the Municipal Act 2001:

4.1 Director of Growth and Sustainability (Gerrit Boerema)

Re: Building Reserve Update

Applicable Closed Session exemption(s):

- Advice that is subject to Solicitor-Client Privilege, including communications necessary for that purpose.

Carried

4.1 Director of Growth & Sustainability (Gerrit Boerema) and Director of Corporate Services/CFO (Katelyn Repovs)

Re: Recommendation Report T-03-2025 - Building Reserve Funds

5. DISCLOSURE OF CONFIDENTIAL MATTERS

Moved By Mayor Cheryl Ganann

Seconded By Councillor Greg Maychak

That, Administration proceed as directed in Confidential Item 4.1

Carried

6. CHANGE IN ORDER OF ITEMS ON AGENDA

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

7. APPOINTMENTS

There were no appointments/presentations.

8. 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.

The Chair inquired if there were any members of the public present who wished to address any items on the Corporate Services Committee agenda, of which there were none.

9. CONSENT AGENDA ITEMS

9.1 ITEM CS01-25

There were no Consent Agenda Items.

10. COMMUNICATIONS

10.1 ITEM CS02-25
West Lincoln Age Friendly Advisory Committee
Re: Minutes of December 6, 2024 and January 10, 2025

Moved By Councillor William Reilly
Seconded By Councillor Jason Trombetta

That, the West Lincoln Age Friendly Advisory Committee Minutes dated December 6, 2024 and January 10, 2025; be received.

Carried

10.2 ITEM CS03-25
Mayor's Youth Advisory Committee
Re: Minutes of November 6, 2024

Moved By Councillor Greg Maychak
Seconded By Mayor Cheryl Ganann

That, the Mayor's Youth Advisory Committee Minutes dated November 6, 2024; be received.

Carried

11. STAFF REPORTS

11.1 ITEM CS04-25
Director of Corporate Services/CFO - Katelyn Repovs
Re: Recommendation Report T-02-2025 - 2025 Operating and Capital Budget Update

Moved By Councillor Mike Rehner
Seconded By Councillor Greg Maychak

1. That, Recommendation Report T-02-2025, titled "2025 Operating and Capital Budget Update", dated February 18, 2025, be received; and,
2. That, the 2025 general base tax levy of \$10,255,120 be approved; and,
3. That, the 2025 hospital levy of \$206,900 be approved; and,
4. That, the 2025 urban service area levy of \$186,320 be approved; and,

5. That, the 2025 water and wastewater utility user fees and charges, as presented in Schedule B, with an effective date of July 1, 2025 be approved; and,
6. That, Administration be directed to prepare the Final 2025 Operating and Capital Budget report, with all necessary attachments, for presentation and approval at the February 24, 2025 Council Meeting.

Councillor Reilly declared a conflict of interest with regards to the library budget, as his wife sits on the Board.

Councillor Reilly did not take part in any discussion or decision making regarding the library budget items.

Carried as Amended

Moved By Councillor William Reilly
Seconded By Councillor Greg Maychak

That, the Operating and Capital Budget found in "Recommendation Report T-02-2025 - Regarding the 2025 Operating and Capital Budget Update" be amended by the following item:

That the Urban Service Area tax levy maintain the 2024 rate

Carried

Moved By Councillor Greg Maychak
Seconded By Councillor Mike Rehner

That, the Operating and Capital Budget found in "Recommendation Report T-02-2025 - Regarding the 2025 Operating and Capital Budget Update" be amended by the following items:

That, the IT upgrade to Council Chambers be deferred to 2026

Lost

Moved By Councillor Joann Chechalk
Seconded By Councillor Greg Maychak

That, the Operating and Capital Budget found in "Recommendation Report T-02-2025 - Regarding the 2025 Operating and Capital Budget Update" be amended by the following items:

That, the planning reserve fund the \$60,000 loss in developer contributions for the planning department position

Carried

Moved By Councillor Joann Chechalk

Seconded By Mayor Cheryl Ganann

That, the Operating and Capital Budget found in "Recommendation Report T-02-2025 - Regarding the 2025 Operating and Capital Budget Update" be amended by the following items

That, Project 1221, Trees for All, be removed from the 10-year capital plan.

Carried

Moved By Councillor William Reilly

Seconded By Councillor Mike Rehner

That, the Operating and Capital Budget found in "Recommendation Report T-02-2025 - Regarding the 2025 Operating and Capital Budget Update" be amended by the following items

That, the Community Group Grants Program be removed.

Lost

Moved By Councillor Mike Rehner

Seconded By Councillor Jason Trombetta

That, the Operating and Capital Budget found in "Recommendation Report T-02-2025 - Regarding the 2025 Operating and Capital Budget Update" be amended by the following items:

That, the supervisor of accounting position be removed

Lost

11.2 ITEM CS05-25
Fire Chief, Dennis Fisher
Re: Information Report WLF02-2025 - Monthly Update - January 2025

Moved By Councillor Joann Chechalk
Seconded By Councillor William Reilly

That, Information Report WLF02-2025 titled "Monthly Update – January 2025" dated February 18, 2025, be received for information.

Carried

12. NEW BUSINESS

NOTE: Only for items that require immediate attention/direction and must first approve a motion to introduce a new item of business. (Motion Required)

Moved By Councillor William Reilly
Seconded By Councillor Joann Chechalk

That the Corporate Services committee be approved to proceed past 11:00pm.

Carried

13. OTHER BUSINESS

13.1 ITEM CS06-25
Members of Committee
Re: Verbal Updates from Members of Boards and Committees

Councillor Maychak
Re: 2025 Family Day Event

Mayor Ganann
Re: 2025 Family Day Event

Councillor Trombetta
Re: Public Works Roads Staff Appreciation

Councillor Reilly
Re: Niagara Region Public Engagement Online Survey Extension

Councillor Chechalk
Re: Public Works Roads Staff Appreciation, West Lincoln Chamber of Commerce Virtual AGM and Big Brothers and Big Sisters Parkway Social

Councillor Rehner
Re: Public Works Roads Staff Appreciation

13.2 ITEM CS07-25
Members of Council
Re: Other Business Items of an Informative Nature

Mayor Ganann
Re: 2025 Coldest Night of the Year

13.3 ITEM CS08-25
Councillor William Reilly
Re: Municipal Building Flag Policy

FOR DISCUSSION

Moved By Councillor William Reilly

Seconded By Councillor Jason Trombetta

1. That, Administration be directed to remove American flags affixed to Township owned facilities to be brought out when required; and,
2. That Administration be directed to review the corporate flag policy to ensure the Township is compliant with the provisions therein.

Carried

14. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 11:30 p.m.

JUSTIN PAYLOVE, DIRECTOR
OF LEGAL AND LEGISLATIVE
SERVICES/CLERK

COUNCILLOR SHELLEY
BRADARIC, CHAIR