



TOWNSHIP OF WEST LINCOLN
CORPORATE SERVICES COMMITTEE
MINUTES

MEETING NO. THREE

April 22, 2025, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

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

Staff: Justin Paylove, Manager, Legislative Services/Clerk
 Jessica Dyson, Director, Legal and Legislative Services
 Keven Geoghegan, IT Desk Analyst
 Truper McBride, CAO
 Katelyn Repovs, Director, Corporate Services/CFO
 Mike DiPaola, Director, Operations/Infrastructure

Absent with regrets: Councillor Mike Rehner- Notification Provided
 Councillor Jason Trombetta – Notification Provided

Attendees: John Ganann
 Albert Witteveen, Regional Councillor

1. CHAIR - Councillor Shelley Bradaric

Prior to commencing with the Corporate Services Committee meeting agenda, Chair Bradaric will note 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 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

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

5. APPOINTMENTS

5.1 ITEM CS21-25

Carlos Alvarez, KPMG

Re: Audit Planning Report

POWERPOINT PRESENTATION

5.2 ITEM CS22-25

Peter Donato, 2 Mile Creek Productions
Re: Education and Information on the need for a Niagara Wide Film
Office

FOR INFORMATION

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 to inquire if there are any members of the public present who wish to address any items on the Corporate Services Committee agenda.

7. CONSENT AGENDA ITEMS

7.1 ITEM CS23-25

There were no consent agenda items.

8. COMMUNICATIONS

8.1 ITEM CS24-25

Re: Recognition of Canadian Viral Hepatitis Elimination Day in the
Township of West Lincoln Day

Moved By Councillor William Reilly

Seconded By Mayor Cheryl Ganann

WHEREAS, hepatitis B and C are among Canada's most burdensome infectious diseases – measured in liver damage, cancer, lives lost, and significant costs to our public healthcare system;

WHEREAS, more than 204,000 people in Canada are living with hepatitis C, and more than 250,000 are living with hepatitis B;

WHEREAS, hepatitis C is curable, and hepatitis B is vaccine-preventable and treatable;

WHEREAS, Canada has committed to eliminating viral hepatitis as a public health threat by 2030; and

WHEREAS, Canadian Viral Hepatitis Elimination Day provides an opportunity to highlight the need for policies that support easy access to

testing, treatment, and care for those affected, paving the way toward elimination;

NOW THEREFORE BE IT RESOLVED that the Township of West Lincoln Council acknowledge May 9, 2025 as Canadian Viral Hepatitis Elimination Day.

Carried

8.2 ITEM CS25-25

Kate Bonneville - KB Events Canada

Re: Request for Designation of a Community Festival - 2025 Poutine & Mac n' Cheese Fest

Moved By Councillor Joann Chechalk

Seconded By Councillor William Reilly

1. That, the correspondence from Kate Bonneville Owner/Operator, of KB Events Canada, Dated January 24, 2025, requesting that the 2025 Poutine & Mac n' Cheese Fest be designated as a "Community Festival" in order to obtain a Special Events Permit from the Ontario Alcohol & Gaming Commission, be received; and,
2. That, the Council of the Corporation of the Township of West Lincoln hereby designate the 2025 Poutine & Mac n' Cheese Fest as a "Community Festival of Municipal Significance" in accordance with the Liquor License Act of Ontario and the Alcohol and Gaming Commission of Ontario, which festival is to be held from Saturday, May 3rd to and including Sunday, May 4th, 2025 at the West Niagara Agricultural Centre, 7402 Mud Street, Grassie ON.

Carried

8.3 ITEM CS26-25

West Lincoln Age Friendly Advisory Committee

Re: Minutes of February 7, 2025 and March 7, 2025

Moved By Mayor Cheryl Ganann

Seconded By Councillor Greg Maychak

1. That, the West Lincoln Age Friendly Advisory Committee Minutes dated February 7, 2025 and March 7, 2025; be received

Carried

8.4 ITEM CS27-25

Mayor's Youth Advisory Committee

Re: Minutes of February 5, 2025 and March 5, 2025

Moved By Mayor Cheryl Ganann

Seconded By Councillor Greg Maychak

1. That, the Mayor's Youth Advisory Committee Minutes dated February 5, 2025 and March 5, 2025; be received

Carried

8.5 ITEM CS28-25

Re: Recognition of Doctor's Day

Moved By Councillor William Reilly

Seconded By Councillor Greg Maychak

1. That, The Township of West Lincoln is proud to recognize and celebrate the 600 dedicated physicians working in the Niagara Region; and,
2. That, the Township of West Lincoln Council acknowledge May 1, 2025 as Doctor's Day in Ontario.

Carried

9. STAFF REPORTS

9.1 ITEM CS29-25

Manager of Legislative Services/Clerk (Justin Paylove)

Re: Recommendation Report LLS-02-2025 - Alternative Voting Methods for the 2026 Municipal and School Board Election

Moved By Councillor William Reilly
Seconded By Mayor Cheryl Ganann

1. That Recommendation Report LLS-02-25, titled “Alternative Voting Methods, for the 2026 Municipal and School Board Election” dated April 22, 2025 be received; and,
2. That, Council approves of the following voting methods for the 2026 Municipal and School Board Election.
 - Paper Ballots with Tabulators (traditional)
 - Internet Voting
3. That, a By-law be adopted to provide for the alternative voting methods and to permit advance voting as per the Municipal Election Act, 1996; and,
4. That, Council authorizes the Clerk to proceed in a Joint Municipal RFP process with interested local area municipalities for an election voting method and equipment for the 2026 Municipal and School Board Election.

Carried

9.2 ITEM CS30-25

Director of Legal and Legislative Services (Jessica Dyson)

Re: Recommendation Report LLS-03-2025 - Property Standards and Administrative Monetary Penalties By-law Amendments

Moved By Councillor William Reilly
Seconded By Mayor Cheryl Ganann

1. That, Recommendation Report LLS-03-2025, titled “Property Standards and Administrative Monetary Penalties By-law Amendments”, dated April 22, 2025 be received; and,
2. That, an amending by-law as found in Schedule “A” to this report, be passed to amend the Township of West Lincoln Property Standards By-law (No. 98-105); and,

3. That, an amending by-law as found in Schedule “B” to this report, be passed to amend the Township of West Lincoln Administrative Penalties for Non-parking By-law (No. 2021-84)

Carried

9.3 ITEM CS31-25

Manager, Legislative Services/Clerk (Justin Paylove) and Coordinator, Legislative Services (Barb Hutchinson)

Re: Recommendation Report LLS-04-2025 - Delegation of Authority By-law Amendment – Director of Operations/Infrastructure

Moved By Councillor Greg Maychak

Seconded By Mayor Cheryl Ganann

1. That, Recommendation Report LLS-04-2025, titled “Delegation of Authority By-law Amendment – Director of Operations/Infrastructure” dated April 22, 2025 be received; and,
2. That, an amending by-law such as the one attached as Schedule “A” be approved.

Carried

9.4 ITEM CS32-25

Director, Corporate Services/CFO (Katelyn Repovs)

Re: Information Report T-08-2025 - Quarter 1 Financial Update

Moved By Councillor William Reilly

Seconded By Councillor Joann Chechalk

1. That, Information Report T-08-2025, titled “Quarter 1 Financial Update”, dated April 22, 2025, be received.

Carried

10. OTHER BUSINESS

10.1 ITEM CS33-25

Members of Committee

Re: Verbal Updates from Members of Boards and Committees - If required

Mayor Ganann

Re: Mayor's Youth Advisory Committee will be taking part for Earth Day on
Saturday April 26

Age Friendly Event was well attended on April 11th, Scams of Niagara

Thanked staff for an excellent job for the Easter Festivities

10.2 ITEM CS34.25

Members of Council

Re: Other Business Items of an Informative Nature

Councillor Chechalk

Re: Niagara Farm Day is scheduled at the Niagara Agricultural Society

On May 10th

10.3 ITEM CS35-2025

Councillor William Reilly

Re: Support of Canadian Economy

Moved By Councillor William Reilly

Seconded By Councillor Greg Maychak

WHEREAS The Township of West Lincoln recognizes the economic challenges posed by the proposed U.S. tariffs on local and domestic businesses, workers and economic stability on both sides of the border; and

WHEREAS at the Niagara borders, 9.1 million people crossed into the US from Canada, and 9.3 million people crossed from the US into Canada; and

WHEREAS a total of \$119.5 billion in goods transited the borders in Niagara: \$57.8 billion were exports to the US, and \$61.6 billion were imports to Canada; and

WHEREAS Niagara borders with the US accounted for 11.4% of total goods traded between Canada and the US; and

WHEREAS Premier Doug Ford has stated the proposed tariffs could cost Ontario 500,000 jobs; and

WHEREAS in 2023, 532 businesses in Niagara exported \$5.9 billion in goods to the US, and the US market accounts for 72% of total exports from Niagara; and

WHEREAS the implementation of a 25% tariff on Canadian goods threatens not only local businesses but also the broader supply chain that fuels economic activity across Ontario and the rest of Canada; and

WHEREAS it is imperative that all levels of government work together to address these challenges, ensuring that our procurement policies support domestic industries while maintaining competitive and sustainable growth; and

WHEREAS, given the importance of trade and infrastructure investments in shaping the future of our communities, West Lincoln stands ready to take decisive action in collaboration with provincial and federal stakeholders; and

WHEREAS municipalities have traditionally been restricted by Federal and Provincial trade agreements from giving preference to “Buy Canadian” initiatives; and

NOW THEREFORE BE IT RESOLVED that the Township of West Lincoln Council calls on provincial and federal governments to remove any impediments to municipalities preferentially procuring from Canadian companies for capital projects and supplies; and

BE IT FURTHER RESOLVED that Township Council calls on the provincial and federal governments to continue to work together on a response that protects the Canadian economy through measures such as expanding export opportunities outside of the US market, removing inter-provincial trade barriers, continuing to push for exemptions and tariff reductions via diplomatic channels; and

BE IT FURTHER RESOLVED THAT the Township of West Lincoln Council formally acknowledges the economic challenges posed by the proposed U.S. tariffs and commits to adopting strategies that will protect our local and domestic economy; and that subject to provincial and federal changes to legislation, adjustments will be made to our procurement

policies that prioritize Canadian businesses, strengthen trade advocacy efforts, and promote interprovincial collaboration to mitigate the impact of tariffs; and

BE IT FURTHER RESOLVED that copies of this motion be sent to.

The Prime Minister of Canada

The Honourable Doug Ford, Premier of Ontario

The Minister of Foreign Affairs

The Minister of Economic Development, Job Creation and Trade

The Minister of Housing, Infrastructure and Communities

The Minister of Municipal Affairs and Housing

AMO (Association of Municipalities of Ontario)

Niagara Region Municipalities

Niagara Region MPPs

Niagara Region MPs

	For	Against	Conflict
Councillor Shelley Bradaric	X		
Mayor Cheryl Ganann	X		
Councillor William Reilly	X		
Councillor Joann Chechalk	X		
Councillor Greg Maychak	X		
Results	5	0	0

Carried

11. 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)

12. CONFIDENTIAL MATTERS

Moved By Councillor Joann Chechalk

Seconded By Mayor Cheryl Ganann

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:

12.1 Director, Corporate Services/CFO (Katelyn Repovs)

Re: Confidential Report - Organizational Resourcing Follow-Up

Applicable closed session exemption(s):

- Litigation or potential litigation; and,
- Advice subject to Solicitor-Client privilege
- Personal matters about an identifiable individual, including municipal or local board employees.

Carried

12.1 Director, Corporate Services/CFO (Katelyn Repovs)

Re: Confidential Report – Organizational Resourcing Follow-Up

13. DISCLOSURE OF CONFIDENTIAL MATTERS

Moved By Councillor Greg Maychak

Seconded By Mayor Cheryl Ganann

That Administration proceed as directed in closed session in regards to Item 12.1

Carried

14. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 8:22 p.m.

JUSTIN PAYLOVE, MANAGER,
LEGISLATIVE SERVICES/CLERK

COUNCILLOR SHELLEY
BRADARIC, CHAIR