

**TOWNSHIP OF WEST LINCOLN  
ADMINISTRATION/FINANCE/FIRE COMMITTEE  
MINUTES**

**MEETING NO. NINE**

**November 15, 2021, 6:30 p.m.**

**Township Administration Building**

**318 Canborough Street, Smithville, Ontario**

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

Absent: Councillor Harold Jonker

Staff: Bev Hendry, CAO  
Joanne Scime, Clerk  
Mike DiPaola, Director of Public Works and Recreation  
Roberta Keith, IT Manager  
Kevin Geoghegan, IT Help Desk Analyst  
Donna DeFilippis, Treasurer/Director of Finance  
Dennis Fisher, Fire Chief  
Cindy Weir, West Lincoln Library CEO

Others: Brandon Schram, WeeStream

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**1. CHAIR - Councillor Jason Trombetta**

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

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 may submit comments for matters that are on the agenda to [jscime@westlincoln.ca](mailto:jscime@westlincoln.ca) before 4:30 pm on the day of the meeting. Comments submitted will be considered public information and will be read into public record.

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3. Councillor Jonker will not be in attendance for this evening's meeting due to a work commitment; and,
4. This meeting was being livestreamed as well as recorded and will be available on the Township's website.

### **2. LAND ACKNOWLEDGEMENT STATEMENT**

Chair Trombetta read the following 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 conflicts of interest by any Member of the Committee in attendance.

### **5. APPOINTMENTS**

There were no appointments.

### **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 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 were no members of the public present.

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 to read into the record, for which the Clerk confirmed she had not.

### **7. CONSENT AGENDA ITEMS**

#### **7.1 ITEM A68-21**

CONSENT AGENDA ITEMS

## ADMINISTRATION/FINANCE/FIRE COMMITTEE MINUTES - November 15, 2021

**Moved By** Mayor Dave Bylsma

**Seconded By** Councillor Cheryl Ganann

That the Administration/Finance/Fire Committee hereby approves the following Consent Agenda Items:

1. Items 1, 2, 3 and 4 be and are hereby received for information.

**Carried**

### **SUMMARY OF APPROVED CONSENT AGENDA ITEMS:**

1. Joint Accessibility Advisory Committee - March 11, 2021 Minutes
2. Joint Accessibility Advisory Committee - October 28, 2021 Minutes
3. Information Report T-28-2021 - Financial Update as of October 31, 2021
4. Information Report WLFD-16-2021 - Monthly Update October 2021

## **8. COMMUNICATIONS**

### **8.1 ITEM A69-21**

Ann-Marie Norio, Regional Clerk, Niagara Region

Re: Niagara Region Report CAO 15-2021 - Updated Land Acknowledgement Statements

In response to Councillor Rehner's inquiries, the CAO advised that, if approved, the proposed Land Acknowledgement Statement as provided in the recommendation would replace the current Land Acknowledgement Statement that was being read by the Mayor and Chairs at the beginning of each Council and Standing Committee meeting. The CAO advised that Niagara Region updated their Land Acknowledgement Statement as a means to improve local understanding and relationships with First Nation communities. The CAO advised that the Land Acknowledgement Statement will be a living document, which will be reviewed on a regular basis as new understandings of treaties and agreement in relation to Niagara Region evolve and she recommended that the Township use the same Land Acknowledgement Statement used by the Region.

Councillor Bradaric requested that a link be included on the Township's website to provide the community with information as it relates to the treaties relevant to Niagara and the historical details relevant to the proposed Land Acknowledgement. Councillor Bradaric further suggested videotaping children from the community schools reading the Land Acknowledgement Statement which would be played at the beginning of each Council and Standing Committee meeting rather than a Member of Council reading the statement.

In response to Councillor Bradaric's suggestion, the CAO advised that, if it was the wish of Committee, she would investigate including a link on the Township's website that would provide historical details relating to the treaties relevant to Niagara and the Land Acknowledgement; however,

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she suggested that a recommendation be put forward to direct staff to undertake this work.

The CAO advised that she would need to undertake further investigation with respect to playing a video of community children from the local schools reading the Land Acknowledgement Statement as she believed the protocol was for the statement to be read at the beginning of the meeting as a verbal acknowledgement aimed at recognizing the traditional or treaty territories of Indigenous peoples.

Councillor Reilly advised that he supported Councillor Bradaric's suggestion as noted above and understood that there may be protocols as to the reading of the Land Acknowledgement Statement and suggested that if the statement is to be read verbally at each meeting he would suggest that rather than the Mayor or Committee Chairs reading the Land Acknowledgement Statement that there be rotation among all Members of Committee and Council, similar to the way that the Opening Statement is read by different Council Members at the beginning of each Council Meeting, which would show each Council Members reflection on the importance of the land on which we gather and its history.

The CAO advised that, if it was the wish of the Committee, she would like for a formal recommendation to be put forward for consideration to (1) request staff to include, as part of the review of the new Procedural By-law, wording that the Land Acknowledgement Statement be read, on a rotational basis, by all Members of Committee/Council and that (2) staff investigate updating the Township's website with a link as it relates to historical details relevant to the Land Acknowledgement.

**Moved By** Councillor William Reilly

**Seconded By** Councillor Shelley Bradaric

1. That, Niagara Region Report CAO 15-2021 - Updated Land Acknowledgement Statements, dated August 26, 2021; be received and supported; and,
2. That, Township Council authorize staff to adopt the practice of using Niagara Region's updated Land Acknowledgement Statement to be read as a standard greeting at the beginning of all Council and Standing Committee Meetings of Council, as delivered by the Mayor and/or Committee Chair's commencing with the updated statement being read at the November 22nd, 2021 Council Meeting; and,
3. That, the addition of a Land Acknowledgement Statement to be read at Council and Standing Committee meetings be addressed when the Clerk undertakes a review for a new Procedural By-law; and,
4. That, the following new Land Acknowledgement Statement be read as follows: "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 (Hat-i-wen-DA-ronk), the Haudenosaunee (Hoe-den-no-SHOW-ee), and the Anishinaabe (Ah-

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nish-ih-NAH-bey), including the Mississaugas of the Credit First Nation. There are many First Nations, Métis, and Inuit people 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."

	<b>For</b>	<b>Against</b>
Councillor Jason Trombetta	X	
Councillor Shelley Bradaric	X	
Mayor Dave Bylsma	X	
Councillor Cheryl Ganann	X	
Councillor Mike Rehner	X	
Councillor William Reilly	X	
<b>Results</b>	<b>6</b>	<b>0</b>

**Carried (6 to 0)**

**Moved By** Councillor William Reilly

**Seconded By** Councillor Shelley Bradaric

1. That, staff be directed to include, as part of the review of the new Procedural By-law, wording that the reading of the Land Acknowledgement Statement be rotated among all Members of Committee/Council at both Council and Standing Committee Meetings of Council; and,
2. That, the Township's website be updated with a link to include information as it relates to historical details relevant to the Land Acknowledgement.

**Carried**

### 9. STAFF REPORTS

#### 9.1 ITEM A70-21

Clerk (Joanne Scime)

Re: Information Report C-05-2021 - Alternative Voting Methods, Legislative Changes and Key Dates for the 2022 Municipal and School Board Election

**Moved By** Councillor Cheryl Ganann

**Seconded By** Councillor William Reilly

1. That, Report C-05-2021, dated November 15, 2021, regarding "Alternative Voting Methods, Legislative Changes and Key Dates for

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the 2022 Municipal and School Board Election”, be received for information.

**Carried**

### 9.2 ITEM A71-21

Clerk (Joanne Scime)

Re: Recommendation Report C-08-2021 - Agreement Renewal with Niagara Society for Prevention of Cruelty to Animals and Humane Society for the Provision of Canine Control and Humane Services

**Moved By** Mayor Dave Bylsma

**Seconded By** Councillor Shelley Bradaric

1. That, Report RFD-C-08-2021 “Agreement Renewal with Niagara Society for Prevention of Cruelty to Animals and Humane Society for the Provision of Canine Control and Humane Services”, dated November 15, 2021 be received; and,
2. That, the Township of West Lincoln (“The Municipality”) renew an agreement with the Niagara Society for Prevention of Cruelty to Animals and Humane Society (“The Society”) for a further four years commencing January 1, 2022 and expiring December 31, 2025 for the costs as outlined in this report, and,
3. That, a by-law authorizing the Mayor and Clerk to sign an amending agreement (Schedule B to this Report) with the Niagara Society for Prevention of Cruelty to Animals and Humane Society be presented at the November 22, 2021 Council meeting.

**Carried**

### 9.3 ITEM A72-21

Clerk (Joanne Scime)

Re: Recommendation Report C-07-2021 - Electronic Participation and Hybrid Meeting Procedural By-law Amendment

In response to Councillor Reilly's inquiry that livestreaming of Council and Standing Committee meeting will be continuing, the Clerk confirmed that this was correct that the livestreaming will continue to allow for hybrid meetings (electronic and in-person attendance).

**Moved By** Councillor William Reilly

**Seconded By** Councillor Cheryl Ganann

1. That, Report C-07-2021, dated November 15, 2021 regarding “Electronic Participation and Hybrid Meeting Procedural By-law Amendment” be received; and,
2. That, the proposed amendment to the Township of West Lincoln's Procedural By-law 2013-58 (as amended), as outlined in Appendix A, attached to this report, be approved; and,

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3. That, electronic participation and hybrid meetings be approved as a permanent alternative meeting method for Council and Standing Committee meetings; and,
4. That, all local boards and advisory committees, including the Committee of Adjustment for the Township of West Lincoln, continue with electronic participation of their meetings for the foreseeable future; and,
5. That, staff report back to Council with a review of the electronic participation and hybrid meeting assessment as part of the Procedural By-law review.

**Carried**

### 10. OTHER BUSINESS

#### 10.1 ITEM A73-21

CAO (Bev Hendry)

Re: Employee Professional Accomplishments

1. Jessica Dyson, Deputy Clerk - Certificate of Attendance - Indigenous Cultural Competency

The CAO recognized the professional accomplishments of Jessica Dyson, Deputy Clerk, who received a Certificate of Attendance as it relates to a workshop she participated in regarding Indigenous Cultural Competency and from which she brought back a number of resources that provide education and training sources as it relates to First Nations and their culture, etc.

#### 10.2 ITEM A74-21

Members of Committee

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

There were no verbal updates by any Member of Committee in attendance with respect to Boards and Committees for which they sit as a member or liaison.

#### 10.3 ITEM A75-21

Members of Council

Re: Other Business Items of an Informative Nature

- (1) Councillor Cheryl Ganann  
Re: Various Community Events

Councillor Ganann stated that she wished to share the following events that either happened or will be happening in the community:

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- (i) A take-out/drive-thru Greek dinner was held on Friday, November 12, 2021 at the Greek Hall, located on the west side of Smithville on Regional Road 20.
- (ii) St. Luke's Anglican Church will be hosting a take-out/drive-thru turkey dinner on Thursday, November 18, 2021.
- (iii) Silverdale Hall Board will also be hosting a take-out/drive-thru turkey dinner on Friday, December 10, 2021, which will be a free dinner; however, they will be accepting monetary donations for West Lincoln Community Care (cheques payable to West Lincoln Community Care); and,
- (iv) The Christmas Market will be held at the West Lincoln Community Centre on Saturday, November 27th, 2021.

(2) Councillor William Reilly  
Re: Various Community Events

(i) 2021 West Lincoln Christmas Parade

Councillor Reilly advised that this year's West Lincoln Christmas Parade will be a reverse/drive-thru parade (free tickets on line from the West Lincoln Christmas Parade's website to pick a time slot) which will be held on Saturday, December 11, 2021 from 5 p.m. to 8 p.m. at the West Niagara Agricultural Society fairgrounds.

(ii) Royal Canadian Legion Remembrance Day Ceremony

Councillor Reilly stated that he participated, as Acting Mayor, in the laying of the wreath at the Royal Canadian Legion Branch as part of their Remembrance Day Ceremony.

### 11. NEW BUSINESS

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

### 12. CONFIDENTIAL MATTERS

There are no confidential matters.

### 13. ADJOURNMENT

The Chair to declare the meeting adjourned at the hour of 7:05 p.m.

  
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JOANNE SCIME, CLERK

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COUNCILLOR JASON TROMBETTA, CHAIR