

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

MEETING NO. EIGHT

November 15, 2021, 7:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

Council: Councillor Shelley Bradaric
Mayor Dave Bylsma
Councillor Cheryl Ganann
Councillor Mike Rehner* (refer to Page 7)
Councillor William Reilly
Councillor Jason Trombetta

Absent: Councillor Harold Jonker

Staff: Bev Hendry, CAO
Joanne Scime, Clerk
Mike DiPaola, Director of Public Works and Recreation
Roberta Keith, IT Manager
Cindy Weir, West Lincoln Library CEO
Kevin Geoghegan, IT Help Desk Analyst

Others: Brandon Schram, WeeStream

1. PROCEDURAL BY-LAW MATTER

Prior to commencing with the Public Works/Recreation/Arena Committee meeting, the Clerk advised that the Chair of the Public Works/Recreation/Arena Committee, being Councillor Harold Jonker, was unable to attend this evening's meeting due to a work commitment. Additionally, Councillor Rehner, who is the Vice Chair, advised that he was unable to Chair the meeting; therefore, a Presiding Chair will need to be appointed and the following resolution was put forward to appoint Councillor Trombetta as Presiding Chair for this evening's meeting:

- 1.1 ITEM PW37-21**
Clerk (Joanne Scime)
Re: Appointment of Presiding Chair

Moved By Councillor Cheryl Ganann

Seconded By Mayor Dave Bylsma

That, in accordance with Section 4.3 of the Township's Procedural By-law, Councillor Jason Trombetta be appointed as the Presiding Chair for the Public Works/Recreation/Arena Committee Meeting of Monday, November 15, 2021 due to the absence of the Chair (Councillor Jonker) and the Vice Chair (Councillor Rehner) being unable to Chair the meeting.

Carried

2. PRESIDING CHAIR - Councillor Jason Trombetta

Prior to commencing with the Public Works/Recreation/Arena Committee meeting agenda, Presiding Chair Trombetta 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 before 4:30 p.m. on the day of the meeting. Any comments submitted are considered to be public information and will be read into the public record.
- (3) Councillor Jonker is absent from attending this evening's meeting due to a work commitment; and,
- (4) This meeting was being be livestreamed and was being recorded and will be available on the Township's website.

3. LAND ACKNOWLEDGEMENT STATEMENT

Presiding 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.

4. CHANGE IN ORDER OF ITEMS ON AGENDA

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

5. 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.

6. APPOINTMENTS

There were no appointments/presentations.

7. 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.

8. CONSENT AGENDA ITEMS

8.1 ITEM PW38-21

CONSENT AGENDA ITEMS

Moved By Councillor Cheryl Ganann

Seconded By Councillor Shelley Bradaric

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

1. Item 1 and 2 be and are hereby received for information.

Carried

SUMMARY OF CONSENT AGENDA ITEMS APPROVED:

1. West Lincoln Santa Claus Parade Committee Minutes - October 14, 2021
2. West Lincoln Public Library Board Minutes - October 15, 2021

9. COMMUNICATIONS

9.1 ITEM PW39-21

Deanna MacIntosh

Re: Resignation from the West Lincoln Christmas Parade Committee

Moved By Councillor William Reilly

Seconded By Councillor Shelley Bradaric

1. That, the email received on November 8, 2021 from Deanna MacIntosh advising of her resignation from the West Lincoln Christmas Parade Committee be received with regrets; and,
2. That, By-law 2021-75 be repealed and that a new by-law be presented at the November 22, 2021 Council Meeting to remove Deanna

PUBLIC WORKS/RECREATION/ARENA COMMITTEE MINUTES - November 15, 2021

MacIntosh from Schedule G (West Lincoln Christmas Parade Committee) of By-law 2018-114.

Carried

10. STAFF REPORTS

10.1 ITEM PW40-21

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

Re: Recommendation Report PW-20-2021- West Lincoln-Hamilton Joint Jurisdiction Highway Routine Maintenance and Repair Agreement

In response to Councillor Rehner's request for residents of Westbrook Road to be notified of the City of Hamilton's decision not to designate Westbrook Road as a truck route, the Director of Public Works & Recreation advised that although the City's Master Transportation Plan has not yet been finalized; based on stakeholder and community comments, City staff have advised that they plan to remove Westbrook Road as being designated as a truck route.

Councillor Rehner asked that communication be sent to the residents of West Lincoln to advise them of the City's decision to remove Westbrook Road as being designed as a truck route.

In response to Councillor Rehner's request, the Director of Public Works & Recreation advised that he would speak to City staff regarding whether communication has been or will be (request timeframe) provided to residents of Westbrook Road as this was a recommendation contained in the City of Hamilton's Draft Master Transportation Plan and any communication to residents should be done by the City and he would report back on this matter accordingly.

Moved By Mayor Dave Bylsma

Seconded By Councillor William Reilly

1. That, Report PW-20-2021, re: West Lincoln-Hamilton Joint Jurisdiction Highway Routine Maintenance and Repair Agreement dated November 15, 2021 be received; and,
2. That, a by-law be passed to authorize the Mayor and Clerk to enter into an agreement between the Corporation of The Township of West Lincoln and the Corporation of The City of Hamilton for the Joint Jurisdiction Routine Maintenance and Repair Agreement.

Carried

10.2 ITEM PW41-21

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

PUBLIC WORKS/RECREATION/ARENA COMMITTEE MINUTES - November 15, 2021

Re: Recommendation Report PW-21-2021 - Rail Safety Improvement Program (RSIP) Funding Agreement Authorization

Moved By Councillor Cheryl Ganann

Seconded By Councillor Shelley Bradaric

1. That, Report PW 21-2021, re: Rail Safety Improvement Program (RSIP) Funding Agreement Authorization, dated November 15, 2021 be received; and,
2. That, a by-law be passed to authorize the Mayor and Clerk to execute the Contribution Agreement between the Corporation of The Township of West Lincoln and the Federal Government RSIP Team.

Carried

10.3 ITEM PW42-21

Director of Public Works & Recreation (Mike DiPaola)

Re: Recommendation Report PW-22-2021 - Regional Road 20 Roundabouts and Parkette Maintenance Agreements

Councillor Bradaric requested the Director of Public Works & Recreation to comment on the estimated financial impact with respect to the Township taking over the maintenance of the roundabouts and parkette.

The Director advised that staff have not put together any financial estimates with respect to the maintenance of the roundabouts and parkette; however, he noted the Region had developed a landscaping plan with an irrigation system in the roundabouts that was low maintenance and the Township has enough resources to provide periodic landscaping maintenance of the roundabouts and, in his opinion, there was enough financial resources allocated in the operating budget to cover maintenance costs for the roundabouts and parkette.

Councillor Rehner advised, in his opinion, the Township should not be responsible for the maintenance of the roundabouts as they are located on Niagara Region lands and due to the previous issues of vandalism that has occurred with the landscaping areas being damaged by pickup trucks and ATVs, it was not fair for the Region to download the maintenance to the Township.

In response to Mayor Bylsma's inquiry regarding whether the Township or the Region would be responsible for damage to the landscaping area of the roundabouts, the Director of Public Works & Recreation advised that it would be the responsibility of the Township. The Director of Public Works & Recreation advised that the Region has installed cameras at the roundabouts and that it hoped that the cameras will identify anyone who damages/vandalizes the landscaped area of the roundabouts so they can be charged and held responsible for any repair costs.

PUBLIC WORKS/RECREATION/ARENA COMMITTEE MINUTES - November 15, 2021

In response to Councillor Reilly's inquiry regarding whether the Township would be responsible damage to the structural area of the roundabout (i.e. road, curbing, red apron), the Director of Public Works & Recreation advised that the Region would be responsible for any damages to the structural areas of the roundabouts and the Township would be responsible for any damage to the landscaping features, irrigation system (off of a local water main) and plantings.

In response to Councillor Rehner's inquiry whether the cameras installed at each of the roundabouts were operating when the landscaping area was previously vandalized/damaged, the Director of Public Works & Recreation advised that the vandalism/damage occurred during the construction phase. The Director of Public Works & Recreation advised that Regional staff took the lead on reviewing the video and correcting the cameras since these incidences occurred during the construction period; however, moving forward this will be the Township's responsibility. The Director of Public Works & Recreation advised that he had confirmed with the Region's Director of Transportation that the cameras installed at the roundabouts were good quality.

Moved By Mayor Dave Bylsma

Seconded By Councillor William Reilly

1. That, Report PW-22-2021, re: Regional Road 20 Roundabouts and Parkette Maintenance Agreements, dated November 15, 2021, be received; and,
2. That, a by-law be passed to authorize the Mayor and Clerk to enter into agreements between the Corporation of the Township of West Lincoln and the Regional Municipality of Niagara for the Road Maintenance Agreements related to the two Roundabouts on Regional Road 20 and the Parkette at the intersection at Regional Road 20 and Regional Road 14.

Carried

10.4 ITEM PW43-21

Director of Public Works & Recreation (Mike DiPaola)

Re: Recommendation Report REC-12-2021 - Memorandum of Understanding with 2021 Canada Host Society Inc.

Moved By Councillor Cheryl Ganann

Seconded By Councillor Shelley Bradaric

1. That, Report REC-12-2021, re: Memorandum of Understanding with 2021 Canada Host Society Inc., dated November 15, 2021, be received; and,

2. That, the CAO be authorized to execute the Memorandum of Understanding between the Corporation of the Township of West Lincoln and the 2021 Canada Host Society Inc.

Carried

11. OTHER BUSINESS

11.1 ITEM PW44-21

Members of Council

Re: Other Business Items of an Informative Nature

There were no other business items of an informative nature brought forward by any Members of Committee in attendance.

12. NEW BUSINESS

12.1 ITEM PW45-21

Councillor William Reilly

Re: New Item of Business - Other Suitable Rental Uses at the West Lincoln Community Centre

Councillor Rehner left the meeting at approximately 7:28 p.m.

Councillor Reilly advised that he wished to discuss the possible opportunity of the Township renting space at the West Lincoln Community Centre, to offset expenses, for community needs such as a childcare centre and/or a youth centre (short term or long term rental) and whether rental of space to a private business was appropriate and/or permitted.

The Director of Public Works & Recreation stated that before any decisions can be made with respect to renting space to a business in order to operate a private childcare centre, Council will need to determine the uses that were to operate within the community centre and whether a long term rental to a private business was appropriate.

The CAO advised that as of March 2020 recreation programming was reduced at the community centre, due to the pandemic, which has been an ongoing issue and staff are working diligently to introduce programs again; however, this was being done on a thoughtful and cautionary basis in line with Provincial and Public Health guidelines. Furthermore, the CAO stated that childcare centres normally have a lot of toys, books and supplies which would require a large space as well as space for storage of the childcare equipment/materials in order for the meeting rooms to be used in the evenings and/or on weekends for Township programs and/or other daily rentals such as for birthday parties.

Both the CAO and Director of Public Works & Recreation noted concern that prior to any action being taken on this matter, the person who had noted interest to Councillor Reilly with respect to renting space at the

PUBLIC WORKS/RECREATION/ARENA COMMITTEE MINUTES - November 15, 2021

community centre should be contacting staff to discuss their proposal and needs before any further action should be taken on this issue.

Councillor Ganann noted that as a teacher of kindergarten for many years, there will be a lot of space needed to accommodate the different types of equipment that will be needed which the Township does not own. Councillor Ganann further noted concerns with respect to the set up and taken down of equipment each day as well as the need for a storage area to store the equipment, which she felt would be very demanding and challenging. Councillor Ganann noted that her concerns were based on what happened at the Smithville Train Station and that fact that the train station was rented for use during the weekdays as a childcare centre, which resulted in the space being used strictly for the childcare centre because of the issue with storage and the amount of equipment that needed to be setup and taken down each day. Councillor Ganann stated concern that renting space for a childcare centre would interfere with the upstairs meeting rooms being used for future community programming; such as senior drop-in and exercise programs. Councillor Ganann noted that when the community centre was being proposed for construction staff had designed the upstairs meeting rooms so they could accommodate senior programs as this area addressed accessibility (i.e. elevator) and their seniors needs (i.e. kitchen, storage, etc.).

Mayor Bylsma advised that he would not be supporting Councillor Reilly's recommendation, which was not because he did not understand the need for child care facilities in the Township; but, he felt that Council needs to trust staff to address the management of the community centre and allow them to review any proposals and make a determination if they can be accommodated.

The CAO advised that she had concerns that Councillor Reilly's motion and the fact that staff were to report back on "other suitable uses" rather than specific uses such as a childcare centre, etc. which was very broad and would mean staff spending a lot of time investigating and reporting on a possible large range of potential uses and asked Councillor Reilly to consider amending the motion to be more specific.

Based on the CAO's above noted concerns, Councillor Reilly agreed to amend his motion to be more specific that staff report back on rental of meeting rooms at the West Lincoln Community Centre for youth services and/or childcare/daycare services.

Councillor Bradaric advised that she was advocating for the need of childcare facilities for West Lincoln; however, she did not know if the West Lincoln Community Centre would be appropriate and that this would up to staff to determine. Additionally, Councillor Bradaric advised that as seconder to Councillor Reilly's motion, she agreed to his amendments to the motion.

PUBLIC WORKS/RECREATION/ARENA COMMITTEE MINUTES - November 15, 2021

Councillor Reilly requested a recorded vote.

Moved By Councillor William Reilly

Seconded By Councillor Shelley Bradaric

That, a new item of business be introduced being the rental of space at the West Lincoln Community Centre.

Carried

Moved By Councillor William Reilly

Seconded By Councillor Shelley Bradaric

That, staff be directed to prepare a report and recommendation to be presented, no later than at the February 2022 Public Works/Recreation/ Arena Committee meeting, regarding use and rental of the meeting rooms at the West Lincoln Community Centre for youth and childcare services.

	For	Against
Councillor Shelley Bradaric	X	
Mayor Dave Bylsma		X
Councillor Cheryl Ganann	X	
Councillor William Reilly	X	
Councillor Jason Trombetta	X	
Results	4	1
Carried (4 to 1)		

13. CONFIDENTIAL MATTERS

There were no confidential matters.

14. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 8:05 p.m.

JOANNE SCIME, CLERK

**COUNCILLOR JASON
TROMBETTA, PRESIDING CHAIR**