

## TOWNSHIP OF WEST LINCOLN PUBLIC WORKS & RECREATION COMMITTEE MINUTES

### MEETING NO. FIVE

June 17, 2024, 7 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

Council: Councillor Mike Rehner (Chair)  
Mayor Cheryl Ganann  
Councillor Shelley Bradaric  
Councillor Jason Trombetta

Absent: Councillor Joann Chechalk (Notification Provided)  
Councillor William Reilly (Notification Provided)

Staff: Donna DeFilippis, Interim Chief Administrative Officer and Treasurer  
Mike DiPaola, Director of Public Works and Recreation  
Cindy Weir, Library CEO  
Tray Benish, Acting Manager of Operations & Public Works  
Justin Paylove, Acting Director of Legislative Services/Clerk  
Kevin Geoghegan, IT Help Desk Analyst

Attendees: Regional Councillor Albert Witteveen  
John Ganann

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### 1. CHAIR - Councillor Mike Rehner

Prior to commencing with the Public Works & Recreation Committee meeting agenda, Chair Rehner 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](mailto: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**

**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 pecuniary interests and/or conflicts of interest that were disclosed.

**5. APPOINTMENTS**

There were no appointments/presentations.

**6. REQUEST TO ADDRESS ITEMS ON THE AGENDA**

The Chair inquired if there were any members of the public present who wished to address any items on the agenda.

There were no members of the public present who wished to address any items on the agenda.

**7. CONSENT AGENDA ITEMS**

7.1 ITEM PW23-24

CONSENT AGENDA ITEMS

**Moved By** Councillor Shelley Bradaric

**Seconded By** Mayor Cheryl Ganann

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

1. Item 1 be and is hereby received for information, with the exception of Item 1

1. West Lincoln Public Library Board - Minutes of April 23, 2024

**Moved By** Mayor Cheryl Ganann

**Seconded By** Councillor Shelley Bradaric

That the minutes from the West Lincoln Public Library Board -  
Minutes of Dated April 23, 2024.

**Carried**

**8. COMMUNICATIONS**

There were no communications.

**9. STAFF REPORTS**

9.1 ITEM PW24-24

Manager of Operations (Tray Benish) and Director of Public Works and Recreation (Mike DiPaola)

Re: Recommendation Report PW-17-2024 - 2024 Hot Mix Spot Repair Program Tender Authorization

**Moved By** Councillor Jason Trombetta

**Seconded By** Mayor Cheryl Ganann

1. That Recommendation Report PW-17-2024, titled “2024 Hot Mix Spot Repair Program Tender Authorization”, dated June 17, 2024 be received; and,
2. That Council accept the tender submission by Circle P Paving Inc. for the paving of spot repairs and Fire Hall parking lot, in the amount of \$216,200 (plus HST); and
3. That a By-Law be passed to authorize the Mayor and Clerk to enter into an agreement with Circle P Paving Inc.

**Carried**

9.2 ITEM PW25-24

Coordinator of Recreation Services (Wendy Beaty) and Director of Public Works and Recreation (Mike DiPaola)

Re: Recommendation Report REC-05-2024 - Santa Claus Parade Committee Update

**Moved By** Councillor Jason Trombetta

**Seconded By** Mayor Cheryl Ganann

1. That Recommendation Report REC-05-2024, titled “Santa Claus Parade Committee Update”, dated June 17, 2024 be received; and

2. That Council approve the dissolution of the Santa Claus Parade Committee effective immediately.

**Carried**

9.3 ITEM PW26-24

Manager of Operations (Tray Benish) and Director of Public Works and Recreation (Mike DiPaola)

Re: Recommendation Report PW-18-2024 - 2024 Tractor with Attachments - Purchase Authorization and Amendment to Budget

**Moved By** Mayor Cheryl Ganann

**Seconded By** Councillor Jason Trombetta

1. That Recommendation Report PW-18-2024, titled “2024 Tractor with Attachments – Purchase Authorization and Amendment to Budget”, dated June 17, 2024 be received; and,
2. That Council accept the RFP submission by Deere & Company for the supply and delivery of the 2024 Tractor with Attachments, supplied by Premier Equipment Ltd., in the amount of \$278,395.00; and,
3. That Council approve a budget amendment (BA2024-05) in the amount of \$84,000.00, funded through a transfer from the Equipment Reserve; and
4. That staff be authorized to proceed with the purchase from Premier Equipment Ltd.

**Carried**

9.4 ITEM PW27-24

Project Manager (Ray Vachon) and Director of Public Works and Recreation (Mike DiPaola)

Re: Information Report PW-16-2024 - Fifteen Mile Municipal Drain Maintenance

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Jason Trombetta

That Information Report PW-16-2024, titled “Fifteen Mile Municipal Drain Maintenance”, dated June 17, 2024 be received for information.

**Carried**

**10. OTHER BUSINESS**

10.1 ITEM PW28-24

Members of Council

Re: Other Business Items of an Informative Nature

There were no other business items of an informative nature.

**11. NEW BUSINESS**

**Moved By** Councillor Shelley Bradaric

**Seconded By** Councillor Jason Trombetta

That, a new item of business be added to the agenda regarding the Industrial Park Train Tracks.

**Carried**

**Moved By** Councillor Mike Rehner

**Seconded By** Mayor Cheryl Ganann

That staff draft a letter of correspondence to be sent to CP Rail, our local area MP and MPP, and Transport Canada in regards to the failure of road maintenance of local railway crossings.

**Carried**

**12. CONFIDENTIAL MATTERS**

There were no confidential matters.

**13. ADJOURNMENT**

The Chair declared the meeting adjourned at the hour of 7:45 p.m.

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JUSTIN PAYLOVE, CLERK

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COUNCILLOR MIKE REHNER,  
CHAIR