



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

**MEETING NO. FIVE**

**June 16, 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 William Reilly  
                                    Councillor Joann Chechalk  
                                    Councillor Greg Maychak

Staff:                         Justin Paylove, Manager, Legislative Services/Clerk  
                                    Jessica Dyson, Director Legal and Legislative Services  
                                    Katelyn Repovs, Director, Corporate Services/CFO  
                                    Tim Hofsink, Fire Chief  
                                    Kevin Geoghegan, IT Help Desk Analyst  
                                    Truper McBride, CAO  
                                    Cynthia Summers, Director, Community and Protective Services

Absent with regrets:      Councillor Mike Rehner, Notification Provided

Attendees:                      Albert Witteveen, Regional Councillor

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**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](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**

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.

## **4. CHANGE IN ORDER OF ITEMS ON AGENDA**

There were no change in order of Items on Agenda

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

## **5. APPOINTMENTS**

There were no appointments/presentations.

## **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 CS42-25**

There were no consent agenda items

## **8. COMMUNICATIONS**

### **8.1 ITEM CS43-25**

Request for Fire Works Display at 317 Canborough Street, Saturday July 12, 2025.

**Moved By** Councillor Greg Maychak

**Seconded By** Councillor William Reilly

1. That, the request received from Shari Shrum, to host a fireworks display on July 12, 2025 at 317 Canborough Street, Smithville, be approved with the exception of a dry weather advisory or fire ban.

**Carried**

## **9. STAFF REPORTS**

There were no Staff Reports.

## **10. OTHER BUSINESS**

### **10.1 ITEM CS44-25**

Director, Corporate Services/CFO (Katelyn Repovs)

Re: Memo - Housing-Enabling Water Systems Fund - Intake 2 (HEWSF II) Transfer Payment Agreement (TPA) By-law

**Moved By** Councillor Joann Chechalk

**Seconded By** Mayor Cheryl Ganann

1. That, the memo from Katelyn Repovs (Director of Corporate Services/Treasurer) regarding the Housing-Enabling Water Systems Fund - Intake 2, dated June 16, 2025 be received; and,
2. That, Council pass a by-law such as the one attached as schedule B.

**Carried**

### **10.2 ITEM CS45-25**

Members of Committee

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

### **10.3 ITEM CS46-25**

Members of Council  
Re: Other Business Items of an Informative Nature

**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**

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:

**Moved By** Councillor Jason Trombetta

**Seconded By** Councillor William Reilly

12.1 Manager, Legislative Services/Clerk (Justin Paylove)

Re: Citizen Appointments on Boards and Committees - Age Friendly Advisory Committee

**APPLICATION PROVIDED UNDER SEPARATE COVER**

**Applicable closed session exemption(s):**

- Personal matters about an identifiable individual, including municipal or local board employee(s).

**Carried**

12.1 Manager, legislative Services/Clerk (Justin Paylove)

Re: Citizen Appointments on Boards and Committees - Age Friendly Advisory Committee

**13. DISCLOSURE OF CONFIDENTIAL MATTERS**

1. That, the following person(s) be and are hereby appointed to serve on the following Committee until their successor is appointed:
  1. West Lincoln Age Friendly Advisory Committee - Christine Hopwood;  
and,
2. That, a by-law be presented at the June 23, 2025 Council meeting to amend By-law 2023-03, being the appointment by-law for Boards and Committees, specifically Schedule A - West Lincoln Age Friendly Advisory Committee

**14. ADJOURNMENT**

The Chair declared the meeting adjourned at the hour of 6:50 P.M.

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JUSTIN PAYLOVE, MANAGER,  
LEGISLATIVE SERVICES/CLERK

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COUNCILLOR SHELLEY  
BRADARIC, CHAIR