

## TOWNSHIP OF WEST LINCOLN CORPORATE SERVICES COMMITTEE AGENDA

### MEETING NO. FIVE

Monday, June 16, 2025, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

**NOTE TO MEMBERS OF THE PUBLIC:** All Cell Phones, Pagers and/or PDAs to be turned off. Members of the public who are attending and participating virtually are reminded to keep their microphones muted until they are acknowledged to speak. Additionally, for your information, please be advised that this meeting will be livestreamed as well as recorded and will be available on the Township's website.

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Pages

#### 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.

#### 3. CHANGE IN ORDER OF ITEMS ON AGENDA

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

**5. APPOINTMENTS**

There are 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 are no consent agenda items

**8. COMMUNICATIONS**

**8.1 ITEM CS43-25**

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

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**RECOMMENDATION:**

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.

**9. STAFF REPORTS**

There are 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

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**RECOMMENDATION:**

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.

**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:

**RECOMMENDATION:**

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).

**12.1 Manager, legislative Services/Clerk (Justin Paylove)**

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

**13. DISCLOSURE OF CONFIDENTIAL MATTERS**

**14. ADJOURNMENT**

The Chair declared the meeting adjourned at the hour of [time]

Hello

My name is Shari Shrum, and I am inquiring about

Permission to have a small fireworks display in our yard at 317 Canborough street on Saturday July 12 2025.

The reason my family would like to set off fireworks on this day is because we are celebrating our mothers 95th birthday. My mom has Alzheimer's and dementia. She is not able to travel far distances to see fireworks and also does not do well in large crowds.

This will not be a professional display, just a few small fireworks for approximately 20 minutes for our mom and family to enjoy.

We would greatly appreciate it if you would give us permission for this to take place.

Thank you for your consideration

Shari Shrum

317 Canborough St

Smithville





Tim Hofsink

RE: Fire Works Request

To Barb Hutchinson

Cc Sarah Trzok

Hi Barb,

I have reviewed the request for the fireworks display on Canborough St. I don't have any objections to the display, provided that there is not an open-air burning ban in place. If there is a ban due to dryness or air quality, the permission will be rescinded. I understand that this will be done on the property of a private residence and not on public lands.

Thanks,

Tim

***Our working hours may be different. Please do not feel obligated to reply outside of your working hours. Let's work together to help foster healthy work-life boundaries.***

**Tim Hofsink**

**West Lincoln**

Respecting our Roots - Realizing our Future

**Fire Chief**

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## MEMORANDUM

TO: Mayor Ganann and Members of Council  
FROM: Katelyn Repovs, Director of Corporate Services/CFO  
DATE: June 16, 2025  
SUBJECT: Housing-Enabling Water Systems Fund - Intake 2 (HEWSF II) Transfer Payment Agreement (TPA) By-law

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The Housing-Enabling Water Systems Fund – Intake 2 (HEWSF II) is a provincial funding program, administered by the Ministry of Infrastructure, that provides Ontario municipalities with financial assistance to build, rehabilitate, and expand critical water, wastewater, and stormwater infrastructure. The program aims to enable housing development and protect communities by investing in essential infrastructure projects.

In November 2024, the Township submitted a HEWSF II grant application related to two projects within the Township’s Ten Year Capital Plan: Projects 941 and 1163. These represent joint projects with the Niagara Region, and involve the replacement and upsizing of approximately 700 metres of existing sanitary sewer main and approximately 675 metres of existing water main on Regional Road 20 (West Street), from South Grimsby Road 5 to Wade Road, and along Wade Road from West Street to the southerly limit.

On January 28, 2025, the Township was notified of its success with the above noted HEWSF II grant application. The Province will provide the Township with eligible funding at 73% of eligible costs, up to a maximum of \$3,969,375. The outcomes of this project will enhance the water system, promote growth, and enable up to 2,100 new homes in the Township.

In order to receive the funding, the Township is required to enter into a Transfer Payment Agreement (TPA) with the Province, by June 30, 2025. The TPA was received by Administration on May 29, 2025. The TPA provides direction on items, such as eligible investments, eligible costs, reporting, and communications. Per section A2.2 of the TPA, the Township must also pass a municipal by-law authorizing the Township to enter into the agreement.

Therefore, Council will be presented with By-Law 2025-36 at the June 23, 2025 Council meeting, authorizing the Township to enter into the TPA. Through the Township’s Delegation of Authority By-law 2025-02, Schedule “A”, the CAO and Director of Corporate Services/CFO may execute the grant agreement.

As noted above, this is a joint project with the Niagara Region as part of Phase 4 of the Regional Road 20 Reconstruction project. The Region issued a Request for Tender (2025-T-45) which closed on May 29, 2025. Administration is currently working with the Region to determine the Township’s apportioned costs and will report back to Council once known, along with a budget amendment to reflect the revised funding strategy in light of this successful application.

**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN**

**BY-LAW NO. 2025-36**

**A BY-LAW TO AUTHORIZE THE ENTERING INTO AN ONTARIO TRANSFER PAYMENT AGREEMENT FOR THE HOUSING-ENABLING WATER SYSTEMS FUND INTAKE 2 WITH HIS MAJESTY THE KING IN RIGHT OF ONTARIO AS REPRESENTED BY THE MINISTER OF INFRASTRUCTURE**

**WHEREAS** Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**AND WHEREAS** the Province of Ontario created the Housing-Enabling Water Systems Fund (HEWSF) comprising of two intake periods for municipalities to apply for to assist in repairing, rehabilitating and expanding core water, wastewater, and stormwater infrastructure;

**AND WHEREAS** the Corporation of the Township of West Lincoln applied for funding through Intake 2 for the Regional Road 20 and Wade Road Water and Sewer Project to replace and upsize the applicable sanitary sewer and water mains;

**AND WHEREAS** the Province of Ontario on January 28, 2025, provided notice to the municipality that it was successful in receiving funding for the project up to \$3,969,375, subject to a Transfer Payment Agreement;

**AND WHEREAS** the Council of the Corporation of the Township of West Lincoln deems it desirable and necessary to enter into an Ontario Transfer Payment Agreement to access the HEWSF funding;

**NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN ENACTS AS FOLLOWS:**

1. That the CAO and Director of Corporate Services/CFO be and are hereby authorized to execute the Transfer Payment Agreement (Schedule "A") on behalf of the Corporation; and,
2. That Schedule "A" – Ontario Transfer Payment Agreement Housing-Enabling Water Systems Fund: Intake 2 between His Majesty the King in right of Ontario as represented by the Minister of Infrastructure and the Corporation of the Township of West Lincoln attached hereto, forms part of this by-law.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 23 DAY OF JUNE, 2025.**

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**MAYOR CHERYL GANANN**

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**JUSTIN PAYLOVE, CLERK**