



**TOWNSHIP OF WEST LINCOLN  
COMMUNITY AND PROTECTIVE SERVICES COMMITTEE  
AGENDA**

**MEETING NO. FIVE**

**Monday, October 20, 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 Jason Trombetta**

Prior to commencing with the Community and Protective Services Committee meeting agenda, Chair Trombetta 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**

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 Community and Protective Services Committee agenda.

**7. COMMUNICATIONS**

**7.1 West Lincoln Age Friendly Advisory Committee**

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Re: Minutes - August 8, 2025

**RECOMMENDATION:**

1. That, the minutes relating to the August 8, 2025 Age Friendly Advisory Committee Meeting, and the recommendations contained therein, be accepted.

**7.2 Joint Accessibility Advisory Committee**

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Re: Minutes - September 18, 2025

**RECOMMENDATION:**

1. That, the minutes relating to the September 18, 2025, Joint Accessibility Advisory Committee, and the recommendations contained therein, be accepted.

**8. STAFF REPORTS**

**8.1 ITEM CPS20-25**

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Fire Chief (Tim Hofsink)

Re: Information Report WLFD-09-2025 - Monthly Update - September 2025

**RECOMMENDATION:**

That, Information Report titled "Monthly Update – September 2025" dated October 20, 2025, be received for information.

**9. OTHER BUSINESS**

**9.1 ITEM CPS21-25**

Members of Council

Re: Other Business Items of an Informative Nature

**10. 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)

**11. CONFIDENTIAL MATTERS**

There are no confidential matters.

**12. DISCLOSURE OF CONFIDENTIAL MATTERS**

**13. ADJOURNMENT**

The Chair to declare the meeting adjourned at the hour of [time]

**TOWNSHIP OF WEST LINCOLN  
WEST LINCOLN AGE FRIENDLY ADVISORY COMMITTEE (WLAFAC)**

**MEETING NO. SIX HELD: Aug 8, 2025**, Township Administration Building, 318 Canborough Street, and Smithville – 9:00 a.m. Council Chambers

**PRESENT:**                      **Chair:**                      John Ganann

**Members:**                      Mayor Cheryl Ganann  
                                                              Councillor Greg Maychak  
                                                              Kitty McGrail  
                                                              Sue Langdon  
                                                              Stuart Lord  
                                                              Denise Lipiec  
                                                              Karen Parker  
                                                              Toni Mills  
                                                              Christine Hopwood

**Regrets:**                      Linda Sivyer  
                                                              Deb Thomas

**Staff:**                      Jacquie Thrower, Executive Assistant

1.      Ratification of Minutes from last meeting – May 2

The minutes of Friday, May 2<sup>nd</sup> , 2025 were ratified by the Committee.

The meeting was devoted to a Planning Session for the Sept 26 Event.

The Advance Job List and Agenda and Related Event Day Jobs were discussed and members of the Committee volunteered for tasks. Chair Ganann has the master list.

At the Aug 22 Meeting copies of the poster large and small will be available.

The next meeting will be a Planning Session for our Sept 26 Event.

The meeting adjourned at 10:53 a.m.

  
\_\_\_\_\_  
Mayor Cheryl Ganann

  
\_\_\_\_\_  
Jacquie Thrower, Executive Assistant

**Joint Accessibility Advisory Committee of  
Lincoln, West Lincoln, Pelham, Thorold, Niagara-on-the-Lake,  
Grimsby and Port Colborne  
Meeting Minutes  
Thursday, September 18, 2025  
City of Thorold City Hall, Committee Room 1  
3540 Schmon Parkway  
6:30 p.m. – 8:00 p.m.**

**Present:** Joey Hewitt (Thorold), Rhys Evans (Pelham), Laura Slade (Port Colborne) Lauren Bubnic (NOTL), Rebecca Hill (Lincoln), Jennifer Thiessen (Lincoln), Janice Desroches (Thorold), Jennifer Korstanje (Grimsby), Nicholas Debono, Clerk, City of Thorold, Donna Herrington and Rachel Herrington (The Herrington Group)

**Regrets:** Dan Whipple (Pelham) Dave Antaya (NOTL), Dianne Rintjema (Lincoln) Lisa Peso (Grimsby)

**Guests:** Dave Pantano, Treat Accessibly and Margaret Nicholson, Accessibility Coordinator, City of St. Catharines, Wayne Olsen, Councillor, Town of Pelham

As Dan was not present, Rhys acted as Chairperson.

1. **Call to order.** Rhys called the meeting to order at 6:35 p.m.

2. **Approval of the Agenda**

Be it resolved that the agenda is approved as presented. Moved by Laura Slade, seconded by Joey Hewitt. CARRIED.

3. **Approval of the Minutes of May 8, 2025**

Be it resolved that the Minutes of May 8, 2025, are approved as presented. Moved by Janice Desroches, seconded by Joey Hewitt. CARRIED.

4. **Dave Pantano, Treat Accessibly**

Dave Pantano is a member of the Fort Erie AAC and is also part of the Treat Accessibly movement. The movement attempts to provide accessible trick or treating opportunities and Halloween activities. You can participate by organizing your own local village with your neighbourhood and by encouraging your Council

and Mayor to proclaim October 16, 2025, Treat Accessibly Day. Treat Accessibly signs are available at local Pet Valu stores. For more information go to [Treataccessibly.com](http://Treataccessibly.com).

#### **5. Margaret Nicholson, City of St. Catharines, Accessibility Coordinator**

Margaret serves as St. Catharines' Accessibility Coordinator and is introducing herself to all local AAC's. She can be reached at [Accessibility@stcatharines.ca](mailto:Accessibility@stcatharines.ca).

#### **Business Arising from the Minutes:**

None

#### **New Business:**

#### **6. Community Guides/Website Accessibility Pages**

This issue comes from Lauren Bubnic who noticed NOTL's Recreation Guide has minimal accessibility information. We could propose changes for the next printing. This is a good opportunity to work with the municipalities to improve accessibility in these guides and to also address information we make available through our JAAC webpages. Donna suggested the development of a subcommittee to address this issue. Rhys, Jennifer and Laura agreed to be on the subcommittee. Donna will follow up.

#### **7. Royal George Theatre – NOTL renovation**

NOTL is doing a major renovation of the Royal George Theatre. This project will include accessibility, including meeting the Gold Level of the Rick Hansen Foundation accessibility standard. Donna is not familiar with this standard and feels like the committee should have more information. She asked if the committee would like a presentation about the accessibility portion of this project. The committee agreed, and Donna will ask for a presentation for our November meeting.

#### **8. 2026 – 2030 Multi-Year Accessibility Plan (MYAP)**

The JAAC needs to prepare it's next MYAP by the end of next year. Donna will be focusing on this issue in the next year and will be conducting public consultation in each of the member municipalities. This process will begin in early 2026.

## **9. Pelham Pool and Parks**

Rhys brought a number of questions forward about Harold Black Park:

1. What is the current status of AODA compliance at Harold Black Park and the pool?
2. Have any improvements been made recently, or are any planned based on the results of recent audits?
3. What specific barriers have been identified at this location (e.g., pathways, signage, washroom access, pool entry, etc.)?
4. Are there timelines in place for addressing these issues?
5. Are there any resource or budget considerations that may impact planned improvements going into 2026?

Donna mentioned that she has been in touch with staff about that Park and has shared the audit report completed in 2022 for staff reference. She will forward these questions to appropriate staff and bring back the response to the committee.

## **10. West Lincoln's Seniors Active Living Fair – September 26, 2025**

West Lincoln is again hosting a Seniors Active Living Fair. The JAAC will have a table at this event. Donna asked for volunteers to attend with her. Joey and Janice agreed to attend. Donna will send details to them.

## **11. Community News**

- Laura asked when there will be another Port Colborne representative on the JAAC. Donna will follow up with staff.
- Sept 20 – Final Speedway event – Free @ Merrittville Speedway 9-4
- Age Friendly Committee will be asking the City of Thorold to install a Wind Phone. One is available at Pleasantville Memorial Gardens
- Janice mentioned that September 21 is Indigenous Gardening Day. She will circulate information to committee members about this and other events.

- 12. Next Meeting – Thursday, November 13, 2025**, from 6:30-8:30 pm.  
Location: City of Thorold City Hall, Committee Room 1, Thorold ON. Format to be hybrid (in person/Zoom).

## **13. Motion to Adjourn**

Laura Slade motioned to adjourn the meeting at 7:38 p.m. Seconded by Joey Hewitt. CARRIED.

**DATE:** October 20, 2025  
**REPORT NO:** WLFD-09-2025  
**SUBJECT:** Monthly Update – September 2025  
**CONTACT:** Tim Hofsink, Fire Chief

**OVERVIEW:**

- This report will address September 2025 fire responses and activities.

**RECOMMENDATION:**

That, Information Report WLFD-09-2025 titled “Monthly Update – September 2025” dated October 20, 2025, be received for information.

**ALIGNMENT TO STRATEGIC PLAN:**

**Theme # 1 and # 4**

- **Build** – a safe, connected, caring and active community
- **Advance** – organizational capacity and effectiveness

**CURRENT SITUATION:**

**Emergency responses Calls:**

See Attached Schedule "A" for September's calls.

**New Recruits:**

The recruits picked up their studies in September, moving on with NFPA 1001 LVL 2 training. This is expected to run until roughly the end of 2025. The recruits have been responding to calls on second and following trucks and are already providing valuable support. The final step in achieving their certification will be Hazardous Materials operations, which will follow in winter. Results of their first exams are in, all members were successful, a testament to their diligent studies and excellent training.

**Retirement:**

None

**Promotions:**

No promotions have been carried out. Work is progressing on the promotional process to fill one Captain vacancy. The process is expected to commence in October with the position filled in the weeks following.

**Training:**

Training included auto extrication and farm safety, where the firefighters were able to simulate potential entrapment with baler and tractor. Water relay and pumping operations were also covered.

**Fire Prevention / Public Education**

Annual Fire Prevention Open Houses were held at each station including a breakfast and BBQ, both very well attended. The team had valuable interaction with the community. Lithium-ion battery fire and other risks were discussed, and the Emergency Management Coordinator, Cathy McGrath attended as well, sharing messages on emergency preparation.

Our Public Education team also set up an information and fire education table at the Senior's Active Living and Information Fair. Both were well received.

**Apparatus Fleet**

Regularly scheduled maintenance continues on the fleet. The decommissioned tanker which had been replaced in 2025 with the new unit from Metalfab in New Brunswick, was auctioned for a good price. Delivery of the new Pumper Truck has been delayed due to a damaged component upon arrival at manufacturer, replacement is expected last week of October and tentatively truck deliver in November.

**Fire Services Activities**

The International Plowing Match was held in September at the West Niagara Agricultural Centre. The Fire Department played a central role in the emergency planning for the event, with the Emergency Management Coordinator, Cathy McGrath playing valuable part. The event went on with few issues, and debriefings are scheduled.

The Fire team also supported Town staff efforts in providing personnel to staff the West Lincoln Ambassador's tent daily. First aid support was also provided, alongside firefighters from Pelham Fire and Wainfleet Fire, working with Niagara EMS and St. John's Ambulance.

The West Lincoln Firefighter's Association supported town staff in hosting the dances during the IPM, a good time was had by all.

**Station 2**

Open House was held at Station 2, with a successful breakfast. Minor outstanding concerns with the building are being addressed. The crew is settling well into their new facility.

**INTER-DEPARTMENTAL COMMENTS:**

This report was reviewed by the Director of Corporate Services/CFO, CAO and Clerk.

**CONCLUSION:**

This report is to inform Committee and Council of the September 2025 operations of West Lincoln Fire and Emergency Services.

**SCHEDULE(S):**

Schedule A – September Monthly Calls

**Prepared & Submitted by:**

**Approved by:**

Tim Hofsink  
**Fire Chief**

Cynthia Summers  
**Director, Community and Protective  
Services**

Truper McBride  
**CAO**

Jurisdiction

WEST LINCOLN

## 2025 MONTHLY DISPATCHES BY DETERMINANT

| Determinant Group                          | January   | February  | March     | April     | May       | June      | July      | August    | September | October | November | December | Total      |
|--------------------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|---------|----------|----------|------------|
| + Burning Complaint                        | 1         |           |           | 1         |           | 3         | 1         | 9         | 2         |         |          |          | 17         |
| + Carbon Monoxide                          |           |           |           |           |           | 2         |           |           |           |         |          |          | 2          |
| + Emergency Assistance                     |           | 1         |           | 1         | 1         | 2         | 1         |           | 1         |         |          |          | 7          |
| + Grass/Tree/Brush Fire                    |           |           | 2         | 4         | 1         | 2         | 6         | 1         | 3         |         |          |          | 19         |
| + Hazmat                                   |           |           |           | 1         |           |           |           |           |           |         |          |          | 1          |
| + Medical                                  | 8         | 5         | 6         | 8         | 4         | 4         | 12        | 6         | 8         |         |          |          | 61         |
| + MVCs                                     | 2         | 9         | 4         | 6         | 11        | 3         | 7         | 7         | 6         |         |          |          | 55         |
| + Non-Emergency Assistance                 |           |           | 1         | 2         | 1         |           |           |           | 1         |         |          |          | 5          |
| + Non-Emergency Medical                    | 1         | 1         |           |           |           |           | 1         |           |           |         |          |          | 3          |
| + Other Fire                               |           |           |           |           | 1         | 2         |           | 1         | 3         |         |          |          | 7          |
| + Preliminary Assignment                   | 1         |           |           |           | 1         |           |           |           |           |         |          |          | 2          |
| + Remote Alarm                             | 3         | 1         | 2         | 3         | 7         | 3         | 5         | 1         | 2         |         |          |          | 27         |
| + Rescue                                   |           |           |           |           |           |           |           |           |           |         |          |          |            |
| + Structure Fire                           | 1         |           | 1         | 4         | 1         | 1         | 3         | 2         | 1         |         |          |          | 14         |
| + Unknown 911                              |           |           |           |           |           |           |           |           |           |         |          |          |            |
| + Vehicle Fire                             | 2         |           | 1         | 2         | 1         | 2         | 1         | 1         | 1         |         |          |          | 11         |
| + Water Rescue                             |           |           |           |           |           |           |           |           |           |         |          |          |            |
| <b>Total Responses within Municipality</b> | <b>19</b> | <b>17</b> | <b>17</b> | <b>32</b> | <b>29</b> | <b>24</b> | <b>37</b> | <b>28</b> | <b>28</b> |         |          |          | <b>231</b> |

WEST LINCOLN

40

Year-to-Date Responses Out of Area

231

Total Events This Year