

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

MEETING NO. TWO

Monday, May 11, 2026, 7:30 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.

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 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 ITEM CPS04-26

4

Age Friendly Advisory Committee

Re: Minutes - April 10, 2026

RECOMMENDATION:

1. That the West Lincoln Age Friendly Advisory Committee Minutes dated April 10, 2026, be received.

7.2 ITEM CPS05-26

7

Mayor's Youth Advisory Committee

Re: Minutes - April 1, 2026

RECOMMENDATION:

1. That the Mayor's Youth Advisory Committee Minutes dated April 1, 2026, be received.

8. STAFF REPORTS

8.1 ITEM CPS06-26

9

Director, Community and Protective Services (Cynthia Summers)

Re: Information Report CS-01-2026 - YMCA March Break Day Camp Outcomes

RECOMMENDATION:

1. That, Information Report CS-01-2026 titled "YMCA March Break Day Camp Outcomes " dated May 11, 2026, be received.

8.2 ITEM CPS07-26

16

Director, Community and Protective Services (Cynthia Summers)
Re: Recommendation Report CS-02-2026 - -2026 Community Sponsorships and Cemetery and Hall Board Grants

RECOMMENDATION:

1. That Recommendation Report CS-02-2026 titled "2026 Community Sponsorships and Cemetery and Hall Board Grants", dated May 11, 2026 be received; and
2. That the Community Sponsorships and the Cemetery and Hall Board grants for 2026 as recommended be approved.

8.3 ITEM CPS08-26

22

Fire Chief)Tim Hofsink)

Re: Information Report WLFD-06-2026 - Monthly Update – April 2026

RECOMMENDATION:

1. That, Information Report titled "Monthly Update April 2026", dated May 11, 2026, be received.

9. OTHER BUSINESS

9.1 ITEM CPS09-26

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 (WLA FAC)**

MEETING NO. FOUR HELD: April 10, 2026, Township Administration Building, 318 Canborough Street, and Smithville – 9:00 a.m. Council Chambers

Chair: Deb Thomas

Members: Mayor Cheryl Ganann
Councillor Greg Maychak
Sue Langdon
Denise Lipiec
Linda Sivyer
Karen Parker
Toni Mills
John Ganann

Staff: DJ Brooks, Manager of Community Services
Brianna Parsons, Recreation and Wellness
Programmer
Jacquie Thrower, Executive Assistant

Guests: Ursula Hudson, CARP

1. Ratification of Minutes from last meeting – March 6 Minutes

The minutes of March 6, 2026 were ratified by the Committee.

2. Business Arising from Minutes

3. Upcoming Events
May 1 Regular Meeting – Bill Young, Ontario Ancestors – Benefits of Journaling Confirmed

John confirmed that Stuart Lord will introduce Bill Young at the May 1, 2026 Meeting.

The Committee requested that the Communications Specialist include wording that the May 1 journaling event involves creating a family legacy for future generations and a individual journaling exercise. In response to the request for a poster for the May 1, 2026 event Jacquie advised that she would contact the Communication Specialist to inquire about a poster and advise Committee Members when it is available to pick up.

June 12 Event – George Ioannidis GERAS – Centre for Aging Research Confirmed -
Inquiry Booth for Exhibitors
Lorraine Hulley, Rose Cottage Visiting Volunteers – Lorraine Hulley
Confirmed
Past Topics: How to Talk with your Doctor
Advanced Care Planning

Jacque advised that the Communication Specialist inquired about the name of the event and the following suggestion of “Seniors Health Seminar” was confirmed.

4. Event in September – Community Services

Due to grant funding being available the Committee confirmed that they would proceed with having another fall forum this year. The forum will be under the supervision of Community Services with assistance from the Age Friendly Advisory Committee. It was the consensus of the Committee that John be the liaison between the Committee and Community Services.

It was the consensus of the Committee that the Forum be held on Wednesday, Sept 16, 2026 with set up the evening of Sept 15.

It was suggested that the Forum be health focused with demonstrations and interactive sessions such as Tai Chi, Healthy, Safe and Strong, Sit and be Fit and Sit and Cycle.

DJ advised that he would reach out to Vanessa Holm, Library CEO to inquire if she would like to participate in the Seniors Forum.

DJ suggested a passport system could be implemented at the event and attendees could receive a stamp from each vendor they visit. The passport could assist with the survey questions that is required by the Province at the conclusion of the event.

John advised that the Legion offers programming daily and they may wish to attend a upcoming Age Friendly Event.

5. Roundtable Discussion

In response to Sue’s inquiry about changing the name of the WLAFAC to 55+ Adult Committee John advised that change of name was in order to encourage other age groups to join the Committee ensuring inclusivity. John advised the change of name would be in alignment with other municipalities and that the Township governs the name of all Advisory Committees.

John provided Jacque with information that she will share with Committee Members after the meeting.

Ursula advised that she would forward information to Jacque to distribute to the Committee Members.

6. Next Meeting – May 1, 2026

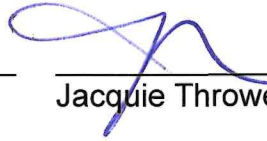
The next meeting will be May 1, 2026.

7. Adjournment

The meeting adjourned at 11:00 a.m.



Mayor Cheryl Ganann



Jacquie Thrower, Executive Assistant

**TOWNSHIP OF WEST LINCOLN
MAYOR'S YOUTH ADVISORY COMMITTEE (MYAC)**

MEETING NO. THREE: Wednesday, April 1, 2026 – 3:30 p.m. Council Chambers

Chair: Josh Reilly

Mayor Ganann
Hannah Kurth
Carson McFarlane
Sawyer McFarlane
Josh Harkin
Heather Harkin
Ally Haanstra
Jacquie Thrower, Executive Assistant

Guest: Artemis White

Guest Presenter: Justin Paylove, Manager, Legislative Services/Clerk

1. Welcome and Introduction of members/guests

Mayor Ganann welcomed Justin Paylove to the meeting and introduced him to Committee Members.

2. Business Arising from Minutes – Acceptance of March 6, 2026 Minutes

The Committee accepted the March 4, 2026 Minutes.

3. Guest Speaker: Justin Paylove, Manager, Legislative Services/Clerk

Justin inquired if any Committee Members knew what a Municipal Clerk does? Justin advised that not many people know what a Clerk of a municipality is and advised that he basically runs behind-the-scenes operations of the local democracy. Justin stated that he ensures decisions are recorded properly and follows legislation set by the province that governs municipalities, Justin advised there are three levels of government, Federal, Provincial and Municipal. Mayor Ganann advised the Municipal Act dictates that the Township must employ a Clerk and Mayor Ganann confirmed that Council meetings cannot be held without a Clerk in attendance at a meeting.

Justin stated that the most interesting part of his job is conducting municipal elections. Justin advised he is responsible for the entire municipal election, therefore he is responsible for everything from candidates signing up, to voting, to making sure results are accurate and fair. Justin had the Committee conduct a mock vote on two different options and the results were 4 to 2 in favour of more community events and festivals over the second option of upgraded parks and hangout spaces. Justin advised that if you don't vote it automatically is a no vote and votes that end in a tie are lost. Justin stated that the community votes in a

municipal election, currently every four years and the successful candidates then make decisions at Council meetings.

Justin advised he took political science at university, and he encouraged the Committee members to do co-op placements to gain work experience.

Justin stressed the importance of voting and encouraged the Committee Members to vote as soon as they become eligible, at age 18. Justin advised that voter turnout has been consistently dropping for decades. Justin advised that in 2022 West Lincoln had the highest voter turn out in the entire Niagara Region, approx. 45 %. Justin advised municipal decisions affect your day-to-day life more than other levels of government. Local decisions impact parks, road, development and events.

4. Earth Day Clean Up - Saturday, April 25, 2026 at 9:30 a.m.

Mayor Ganann encouraged Committee Members to respond to Jacquie's calendar invite for the April 25 Earth Day Clean Up event in order for Dog Got It to know how many Committee Members will be having lunch. Mayor advised that Committee Members could bring a friend if they want to take part in the event and the Mayor will pay for their lunch. The Committee will meet at 9:30 a.m. at the West Lincoln Community Centre on Saturday, April 25, 2026. Jacquie advised that committee members will be provided garbage grabbers, gloves and garbage bags.

5. Change of Meeting Date – Tuesday, May 5 at 3:30 p.m.

Mayor Ganann advised that she would like to change the Wednesday, May 6, 2026 Meeting date to May 5, 2026 due to a Conference that she and CAO Truper McBride would be attending in Hamilton. The Committee agreed to the change from Wednesday to Tuesday for the May meeting therefore the next meeting will be Tuesday, May 5 and Jacquie will send out an updated calendar invite to Committee Members.

6. Mountainview LemonAID - Saturday, June 13, 2026

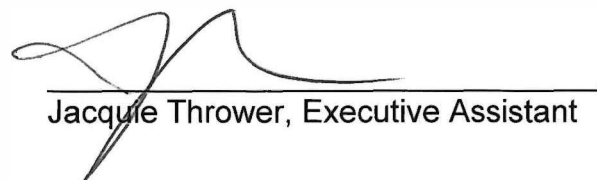
Mayor Ganann advised that the townwide garage sale will take place on the same day as the Mountainview LemonAID day, which is Saturday, June 13, 2026. There was discussion regarding where the stand should be, The suggestions were the West Lincoln Community Centre, Foodland and the parkette. The location will be dependant on the construction on West/Wade Road and what activities will be taking place at the community center and weather.

The Next Meeting will be Tuesday, May 5, 2026 at 3:30 p.m.

The meeting adjourned at 4:30 p.m.



Mayor Cheryl Ganann



Jacquie Thrower, Executive Assistant

DATE: May 11, 2026
REPORT NO: CS-01-2026
SUBJECT: YMCA March Break Day Camp Outcomes
CONTACT: Cynthia Summers, Director of Community and Protective Services

OVERVIEW:

- Information report regarding the March Break Camp program delivered in partnership with the YMCA of Niagara including participation levels, staffing, program delivery, and evaluation outcomes.

RECOMMENDATION:

1. That, Information Report CS-01-2026 titled “YMCA March Break Day Camp Outcomes ” dated May 11, 2026, be received.

ALIGNMENT TO STRATEGIC PLAN:

Theme #1

- Build a safe, connected, caring and active community

Theme #2

- Champion strategic and responsible growth

BACKGROUND:

With Council’s approval, the Township of West Lincoln partnered with the YMCA of Niagara to deliver the 2026 March Break Camp program at the West Lincoln Community Centre, which had previously been operated in-house. This partnership was established to support the Parks and Recreation Department in program coordination, staffing and delivery, while enhancing the quality and diversity of programming available to the community.

It is the opinion of the Administration, parents, children, and the YMCA management that the March break camp was a success. Thirty percent of the parents completed a survey after the camp to provide feedback on the quality and satisfaction of various aspects of the camp, and the feedback was overwhelmingly positive. The survey results provided by the YMCA are attached to this report.

Program Coordination & Communications:

A key contributor to the program's success was the effective communication and coordination between Township staff and our communications department, and the YMCA of Niagara. Through proactive collaboration during the planning and setup phases, all parties ensured that program details, registration timelines, and expectations were clearly communicated.

With the support of the Township's Communications Specialist, information was effectively shared with families in our community, resulting in a smooth and efficient registration process. This high level of coordination on the front end minimized confusion, ensured timely uptake of available spaces, and contributed significantly to the overall success of the program. The interest in the YMCA March camp exceeded initial supply such that the maximum number of spaces had to be increased to ensure that all interested families were able to enroll their children.

Program Delivery & Staffing:

The YMCA of Niagara was responsible for staffing, advertising, and delivery of the March Break Camp program. A total of one (1) Supervisor and five (5) camp leaders were employed. Notably, three (3) of these staff members are employed by the Township of West Lincoln as part-time staff at the Community Centre, providing continuity for participants and supporting local employment.

The camp operated daily from 8:00 a.m. to 5:00 p.m., offering full-day programming. No extended care hours were required or requested.

Key program components included:

- Outdoor playground time
- Arts and crafts activities
- Cooperative and team-building games
- Physical movement activities

Program Enhancement:

There were several program enhancements as the result of this community collaboration.

- Our staff team received camp training from the YMCA that included heightened child security measures such as routine check-ins on the children.
- Increased equipment and opportunities as the camp combined West Lincoln equipment with materials and equipment provided by the YMCA.
- A notable addition to the program was the "Value Beads" activity, which encouraged children to work toward personal and social development goals, including:

- Advocacy
- Caring
- Honesty
- Respect
- Responsibility
- Inclusiveness
- Health

This initiative was highly regarded by participants and reflects the value of incorporating new and innovative programming elements through partnership.

- The children had access to two behavioural therapists if needed, however it is noted that this support was not required.
- The children had access to the Helping Hands support which provides additional support to children requiring extra support. Again, this support was not required during the March break camp.

Lunch Program Arrangement:

A daily lunch option was made available through a partnership with Dog Got It. The vendor provided a camp-specific menu at a cost of \$6.00 per meal.

Township staff facilitated daily order collection and distribution. This approach provided convenience for families and ensured consistency in meal service throughout the program.

Registration & Participation:

The program capacity was initially set at 40 campers and was increased to 43 due to high demand and early sell-out. This reflects a notable increase from 33 participants in the previous year.

Participation included:

- 35 campers from West Lincoln
- 8 campers from neighbouring municipalities, including Grimsby and Lincoln

This strong registration demonstrates continued demand for structured children's programming within the Township and surrounding communities.

Program Outcomes & Feedback:

The March Break Camp was a significant success, receiving overwhelmingly positive feedback from both parents and participants. Feedback highlighted:

- High-quality, engaging programming

- Supportive and inclusive staff
- A welcoming and safe environment for all campers

Participation trends further demonstrated the value of the partnership:

- 70% of attendees had previously participated in a Township of West Lincoln camp
- 80% had not ever participated in a YMCA of Niagara program

This indicates the partnership successfully introduced new programming experiences while expanding awareness of YMCA-led services in West Lincoln.

YMCA Subsidies, Niagara Region Grant & Accessibility:

Through the YMCA of Niagara subsidy process, no families required financial assistance for this session. The availability of subsidies remains an important component in ensuring accessibility and inclusivity for all families. However, one family did receive a grant from Niagara Region.

Program Evaluation & Success Measures:

The YMCA of Niagara implemented evaluation methods to assess program success and identify opportunities for improvement. Feedback was collected through:

- Digital surveys distributed via email
- Tablet-based surveys completed on-site

Evaluation criteria included:

- Participant enjoyment and engagement
- Parent satisfaction with organization and communication
- Quality and variety of programming
- Perceived value of the partnership
- Accessibility and inclusivity

The data collected will inform future planning and continuous improvement of camp programming.

Conclusion:

The March Break Camp partnership between the Township of West Lincoln and the YMCA of Niagara was highly successful. The program achieved full registration, increased participation year-over-year, and delivered high-quality programming supported by strong community feedback.

The success of the program is attributed in large part to effective collaboration, communication, and shared resources between all parties. This partnership

demonstrates the value of leveraging external expertise to enhance municipal service delivery while maintaining strong community connections.

A key success of this partnership indicates that West Lincoln Administration should explore future collaborative initiatives with the YMCA, including perhaps other camp periods for children or other programming options such as one-off training sessions on leadership or other topics of interest to youth. Continued collaboration with the YMCA of Niagara is recommended to further strengthen recreational programming opportunities within the Township.

Financial Implications:

In 2026 the Township budgeted for \$7,250 in revenues, with total expenses of \$9,594, which would have resulted in an operational shortfall (municipal contribution) of \$2,344 for our March Bream Camp programs.

With the YMCA providing March Break camp services, total revenue for the program was \$7,632, with total expenses of \$7,050, resulting in an operational surplus of \$582. This surplus will be shared between the YMCA and the Township, meaning the Township will receive \$291 from the YMCA.

Overall, this represents a positive budget variance of \$2,635 compared to the approved budget.

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the Director of Corporate Services, the Deputy Treasurer, the CAO and the Clerk.

CONCLUSION:

This report is to inform Committee and **YMCA March Break Outcomes**.

SCHEDULE(S)

Schedule A – YMCA March Break Day Camp 2026 Report for Township of West Lincoln

Prepared & Submitted by:

Approved by

Cynthia Summers
Director of Community and
Protective Services

Truper McBride
CAO



YMCA March Break Day Camp 2026

Summary Report for the Township of West Lincoln

Participant Information

43 campers were registered for March Break
34 families were served

35 campers were residents of West Lincoln and the other 8 were from nearby communities
There were no requests for YMCA Financial Assistance.

Staff Team

Comprised of 1 supervisor and 5 counsellors
1 Niagara College student volunteer
3 members of the staff team were previous or current West Lincoln staff
All applicants from West Lincoln addresses (5 in total) were invited to interviews

Parent/Guardian Survey

Post-camp feedback was collected from approximately 30% of families served. This represents a strong and meaningful sample of the overall camp experience.

Overall, feedback was very positive, with consistently high scores across all areas of the program, particularly in safety, inclusion, staff engagement, and overall satisfaction.

Question	Score
Overall, how satisfied are you with your YMCA March Break Day Camp Experience?	87.1 / 100
How likely are you to recommend YMCA Day Camps to a friend, relative or colleague?	9.4 / 10
Respondents who indicated this was first year sending child to YMCA Day Camp.	80%
Respondents who indicated having previously attended day camp at the West Lincoln Community Centre.	70%
Indicate your level of agreement to the following questions:	/10
I like what the YMCA stands for and the work they do in my community.	9.2
My child(ren) had fun at camp.	9.1
My child(ren) made new friends.	9.4
My child(ren) felt included in the camp community.	9.7
My child(ren) felt safe at YMCA Day Camp.	9.6
Camp staff were friendly and welcoming.	9.8
My child(ren) felt that staff were attentive and responsive to their needs.	9.6
The program delivered was consistent with how the program was described.	9.3

I felt like I was well-informed about the child(ren's) day and their experience at camp.	9.5
My child(ren) are excited to attend YMCA Day Camps again!	9.6

Testimonials From Survey

"Everyone was very friendly and my son was really happy with his camp leader. He had a lot of fun and says he wants to come back for the summer. Thank you."

"Staff were wonderful with the kids."

"The staff members were attentive to my child and his particular needs. He was well taken care of, safe and happy."

"The staff leaders were very friendly with every encounter."

"Staff was kind and helpful."

Financial Summary

Revenue	
Camp Registration Fees	\$7632.00
Total	\$7632.00
Expenses	
Staff Wages	\$5293.43
Staff Benefits	\$374.16
Program Supplies	\$207.64
Total Expenses	\$5875.23
Camp and Association Administration	\$1175.05
Net Contribution	\$581.72

Special Thanks

We would like to extend our sincere thanks to DJ, Brianne, Vanessa, Cynthia, and the entire team at the West Lincoln Community Centre. Their incredible support of this partnership, and of our camp team, was instrumental in ensuring the success of our March Break camp.

DATE: May 11, 2026
REPORT NO: CS-02-2026
SUBJECT: **2026 Community Sponsorships and Cemetery and Hall Board Grants**
CONTACT:

OVERVIEW:

- Community Sponsorship applications received by the Township totaled \$35,475 with a recommended funding of \$15,920
- Grant applications from the Cemetery and Hall Boards who operate and maintain the Cemeteries and Community Halls, respectively, were received and a total grant allocation is recommended of \$24,660.
- The grants to the Cemetery and Hall Boards provide a base level of funding for items such as repairs, maintenance, and equipment.

RECOMMENDATION:

- 1) That Recommendation Report CS-02-2026 titled “2026 Community Sponsorships and Cemetery and Hall Board Grants”, dated May 11, 2026 be received; and
- 2) That the Community Sponsorships and the Cemetery and Hall Board grants for 2026 as recommended be approved.

ALIGNMENT TO STRATEGIC PLAN:

Theme #

- Theme #1: Build a safe, connected, caring and active community.

BACKGROUND:

Each year, the Township accepts applications from local non-profit organizations for consideration under its Corporate Sponsorship Fund program. Information on this program was posted on the Township’s website and reminder letters sent to past applicants. The deadline for submission was April 10, 2026. Each group’s application and their financial information is available should a Councillor have a question.

The Community Sponsorships Policy (POL-C-02-02) is attached to this report. As per the Policy, a Community Group is defined as follows: “service clubs, sports, cultural, recreational and youth groups and other similar types of associations recognized by the

Council and who represent primarily the residents of West Lincoln and/or whose membership primarily constitutes residents of the Township of West Lincoln”.

The Policy notes, under Eligibility Criteria, that “Community Groups already receiving funding assistance from other levels of government may not receive assistance from the Township, dependent upon the need of the Group”. Therefore, Staff has provided Council with this information, where applicable, for their consideration.

CURRENT SITUATION:

2026 Community Group Grants:

As part of the 2026 Operating Budget, an amount of \$15,920 has been included as the allocation for Community Sponsorship grants. The chart below outlines the applications received and the recommended grants.

COMMUNITY GROUP	2025 REQUEST	2025 Grant - Recommended	2026 REQUEST	2026 Grant - Recommended
Royal Canadian Legion Branch 393 (Smithville Branch)	\$5,000	\$2,000	\$5,000	\$2,334
West Niagara Agricultural Society	\$5,000	\$3,000	\$5,000	\$3,334
West Lincoln Chamber of Commerce	\$5,000	\$1,500	\$3,000	\$1,834
Caistor Plowmens Association (Plowing Match)	\$200	\$200	\$250	\$250
Foundation of Resources for Teens (FORT)	\$6,000	\$5,000	\$7,500	\$5,334
Niagara 4H Association	\$2,000	\$1,500	\$2,000	\$1,834
Smithville Garden Club	\$1,500	\$1,000	\$1,000	\$1,000
Jeff McKillop Mental Health	\$400	\$410	n/a	n/a
Smithville Terry Fox Run	Use of Community Green Space, Parking & Washrooms	Recommend approval of request	Use of Community Green Space, Parking & Washrooms	Recommend approval of request
Junior Achievement South Western Ontario	\$2,000	\$1,000	n/a	n/a
Home Brothers Group	n/a	n/a	\$5,000	n/a
Redcoats	n/a	n/a	\$6,725	n/a
TOTAL	\$27,100	\$15,610	\$35,475	\$15,920

All the applications received in 2026 are from groups that the Township has a long partnership with and have supported them on an annual basis. Those organizations provide community activities within the Township. In reviewing all the applications, staff

recognizes the importance of all community groups and events. The decision-making process was based on focusing on West Lincoln based groups and activities. It is important to note that there is limited funding available and there is no guarantee that all applications will be approved or in the full requested amount.

2026 Hall Board Grants:

Annually, the Township requests grant applications from the Hall Boards who operate and maintain the Community Halls. The grants provide a base level of funding for maintenance/minor capital at these facilities. The Township owns all the properties below, except for the Fulton Hall.

As part of the 2026 Operating Budget, an amount of \$5,650 has been included as the allocation for Hall Board grants. The chart below outlines the applications received and the recommended grants.

Hall Boards	2025 REQUEST	2025 Grant - Recommended	2026 REQUEST	2026 Grant - Recommended
Wellandport Hall	\$1,000	\$1,000	\$1,000	\$1,000
Fulton Hall	\$2,000	\$1,540	\$2,000	\$1,595
Caistor Community Centre	\$3,000	\$2,500	\$3,000	\$2,555
Silverdale Hall	\$500	\$500	\$500	\$500
TOTAL	\$6,500	\$5,540	\$6,500	\$5,650

2026 Cemetery Board Grants:

The Township currently maintains 21 cemeteries. In addition, there are 6 active cemeteries, which are maintained by other cemetery boards. With the Township’s funding, the Cemetery Boards allocate the funds to general operations and various capital improvements, such as headstone repairs and equipment purchases.

On September 18, 2023, Administration Committee Meeting, Council approved staff report T-24-2023, Grants to Cemetery Boards, which increased the annual cemetery grant allocation to \$1,719 per acre (from a historical allocation of \$666 per acre). This revised amount is more reflective of the current cost of operating and maintaining a cemetery. The practice of administrating a grant on a per acre basis is an objective method of allocating the funds.

Therefore, as part of the 2026 Operating Budget, an amount of \$16,220 was included as the allocation for Cemetery Board grants. The chart below outlines the applications received and the recommended grants. The cemetery board grant recommendation totals \$16,220, which falls within the allotted budget.

Cemetery	2025 REQUEST	2025 Grant - Recommended	2026 REQUEST	2026 Grant - Recommended
Caistorville United Church	\$5,000	\$5,000	\$5,500	\$5,000
St. Luke's Anglican	\$1,500	\$1,500	\$1,600	\$1,600
Kimbo Free Methodist	\$2,800	\$2,410	\$2,800	\$2,510
Smithville United Church	\$5,000	\$4,100	\$5,000	\$4,700
Elcho United Church	\$500	\$500	\$850	\$0
St. Martin's Catholic Church	\$2,400	\$2,400	\$2,410	\$2,410
TOTAL	\$17,200	\$15,910	\$18,160	\$16,220

Elcho United Church, through its Executive Minister, has expressed interest in transferring ownership of the cemetery to the Township of West Lincoln. We are currently working with our legal department to process this transfer. As such, funding the cemetery is not recommended for 2026.

FINANCIAL IMPLICATIONS:

The total of the funding amounts is within the 2026 approved operating budget.

CONCLUSION:

It is recommended that Council approve the 2026 Community Sponsorship and Cemetery and Hall Board Grants as outlined in this report.

Prepared & Submitted by:

Approved by:

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

Truper McBride, CAO

SCHEDULE "A"

POLICY – COMMUNITY SPONSORSHIPS

<u>POLICY NO:</u>	POL-C-02-02
<u>TITLE:</u>	Community Sponsorships
<u>AUTHORITY:</u>	Council Approval
<u>EFFECTIVE DATE:</u>	December 3, 2002
<u>APPROVAL:</u>	December 2, 2002
<u>PURPOSE:</u>	To establish criteria for reviewing and making recommendations on requests from funding assistance received from Community groups

Definitions:

In this policy:

- (a) The Committee means the Budget Committee of the Council of the Corporation of the Township of West Lincoln and/or the Committee of the Council responsible for the Corporation's Administration and Financial matters.
- (b) The Council means the Council of the Corporation of the Township of West Lincoln and the Corporation and the Council shall have a corresponding meaning.
- (c) Community Groups shall mean service clubs, sports, cultural, recreational and youth groups and other similar types of associations recognized by the Council and who represent primarily the residents of West Lincoln and/or whose membership primarily constitutes residents of the Township of West Lincoln.

Eligibility Criteria:

All requests for funding assistance from Community Groups shall be evaluated upon the following criteria:

- (a) The request must be made on behalf of a local Community Group.
- (b) The Community Group must be non-profit in nature and upon request must provide a financial statement to verify its not for profit status.
- (c) A Community Group must be primarily made up of volunteers.
- (d) The membership of the Community Group must not be restricted by race, creed, colour, marital status, sex, religious or political affiliation and should represent a broad base of community support.

- (e) Political or religious action groups shall not be considered for funding assistance.
- (f) Community Groups that are already receiving some other form of funding or subsidy from the Township for particular services/activities may not be considered for a grant or may receive a reduced grant from the Township in recognition of the other subsidy already being provided.
- (g) Community Groups that can verify that they have undertaken fundraising within the community may be given preference in consideration.
- (h) Community Groups already receiving funding assistance from other levels of government may not receive assistance from the Township dependent upon the need of the Group as compared to other requests under consideration.
- (i) Any Community Group that is providing a service/activity which represents a duplication of a service that is already well provided for in the community, shall not be considered.
- (j) The fact that a Community Group is making ongoing requests for assistance on an annual basis and therefore may be in danger of becoming financially dependent on the Township shall be taken into consideration.

Procedure:

All requests from Community Groups shall be in writing and shall be referred to the Treasurer and the Chair of the Committee to be considered based upon the criteria as set out in this policy and availability of funds as provided in the budget estimates.

Any additional information required by the Treasurer and the Chair of the Committee to aid in their consideration, shall be provided by the appropriate Community Group within the time specified or the request shall not be considered for approval.

Any requests received after the budget process may be considered provided that there are uncommitted approved budget funds available for community sponsorships.

DATE: May 11, 2026
REPORT NO: WLFD-06-2026
SUBJECT: **Monthly Update – April 2026**
CONTACT: Tim Hofsink, Fire Chief

OVERVIEW:

- This report will address April 2026 fire responses and activities.

RECOMMENDATION:

1. That, Information Report WLFD-06-2026 titled “Monthly Update – April 2026”, dated May 11, 2026, be received.

ALIGNMENT TO STRATEGIC PLAN:

Theme #1 and #4

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

Recruits: The final steps in the recruits’ training are being taken. Practical evolutions related to hazardous materials responses were carried out, using hazmat suits, artificial smoke/vapour and water fog. These practical evolutions help to develop the recruit's understanding of the potentially hazardous environments that firefighters could be expected to face, and how to safely manage them. Also practiced were decontamination procedures following exposure to hazardous elements. This decontamination process is especially important, as it applies to various other types of emergency responses, including structure and vehicle fire.

Retirement: None

Promotions: Following an extensive promotional process with multiple well-qualified candidates, Firefighter Chris Kivell was promoted to the rank of Lieutenant of Training. Chris has been a firefighter with West Lincoln for nine years and has been a valuable support to the Training team.

Training:

April was back-to-basics month for our firefighters. While learning new skills is always important, it is also important to ensure repetition of skills that require at least an annual review. This month those skills included:

- Ground Ladders and Aerial Operations- Firefighters practiced climbing off ladders onto a roof with various tools in hand and simulated roof ventilation using a chain saw.
- SCBA and Hose Deployment: Crews practiced the quick donning of their firefighting gear and Self-Contained Breathing Apparatus, working to cut time down donning gear can help gain precious time at structure fires.
Firefighters also practiced deploying hose from the truck bed in a methodical way to ensure comfort with the skill, working to increase time.
- Rural Water Supply: The crew was surprised with a simulated fire scenario where they were tasked with dressing at the hall and traveling to an address on fire apparatus where they practiced repeatedly deploying portable water tanks and setting up for rural water supply.

Fire Prevention / Public Education:

The West Lincoln Fire team was out in the community for a number of events over the past month. On Good Friday the team had a truck at the West Lincoln Community Centre to support the Rec Team with the annual Easter Egg hunt. Following this, on April 16th the team visited Smithville Public School for their Food Truck Fair. Public Education Lt. John Vajda attended a training session related to lithium ion batteries at the Grimsby Regional Training Centre on April 7th. This session included important information regarding safety messaging to the public related to lithium ion battery fires.

Apparatus Fleet: Tablet installations are continuing with the remainder of the apparatus to be outfitted with the new tablets in the coming months. Squad 2 tablet parts have arrived and will be installed in early May. The new SCBA compressor for station 2 has been delivered and the mechanical portion of the installation is completed. Quotes are being gathered for the electrical installation portion of the project. Once the electrical work is completed, the equipment technicians will do the final set-up and certification of the compressor, as well as provide some on-site training.

Station 2: Work is continuing to address the water issues at Station 2. Conversations between the Department and the contractor regarding water testing and next steps are underway. Facilities staff have been working to flush the residue of the failed pump from the system following the pump's replacement in February. Water tests are being conducted to identify the type and severity of hardness in the water system. Drinking water continues to be provided by the contractor in the form of both 20L and smaller bottled water containers. A meeting between all stakeholders in the project is being planned to identify next steps.

Fire Services Activities: In light of some anticipated retirements and to ensure that the roster is kept to an effective level, plans are being laid to initiate the recruitment process in early fall, with a recruit class planned to commence training in early 2027. This class is anticipated to be slightly smaller than the previous classes, as retention is fairly stable.

The previous recruit class started training in early 2025. A two-year span between class starts helps the Training team ensure that the program is given the attention that it needs while still ensuring a full roster.

FINANCIAL IMPLICATIONS:

There are no financial implications as a result of this information report.

INTER-DEPARTMENTAL COMMENTS:

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

CONCLUSION:

This report is to inform Committee and Council of the April 2026 operations of West Lincoln Fire and Emergency Services.

SCHEDULE(S):

Schedule A – WLFD April

Prepared & Submitted by:

Approved by:

Tim Hofsink
Fire Chief

Cynthia Summers
Director, Community and Protective Services

Truper McBride
CAO

Jurisdiction

WEST LINCOLN

2026 MONTHLY DISPATCHES BY DETERMINANT

Determinant Group	January	February	March	April	May	June	July	August	September	October	November	December	Total
⊕ Burning Complaint			2										2
⊕ Carbon Monoxide		1	2										3
⊕ Emergency Assistance	1	1	2	2									6
⊕ Grass/Tree/Brush Fire		1											1
⊕ Hazmat			1										1
⊕ Medical	7	8	9	6									30
⊕ MVCs	6	8	5	7									26
⊕ Non-Emergency Assistance													
⊕ Non-Emergency Medical		3		1									4
⊕ Other Fire			1	1									2
⊕ Preliminary Assignment	1	1		1									3
⊕ Remote Alarm	3	2	3	2									10
⊕ Rescue													
⊕ Structure Fire		2		2									4
⊕ Unknown 911													
⊕ Vehicle Fire		2		1									3
⊕ Water Rescue													
Total Responses within Municipality	18	29	25	23									95

WEST LINCOLN

14

Year-to-Date Responses Out of Area

95

Total Events This Year