



**THE CORPORATION OF THE TOWNSHIP OF WAINFLEET  
REGULAR MEETING OF COUNCIL MINUTES**

C16/24  
NOVEMBER 12, 2024  
6:00 P.M.  
COUNCIL CHAMBERS

PRESENT:           B. Grant           Mayor  
                  J. Anderson       Councillor  
                  T. Gilmore       Councillor  
                  J. MacLellan     Councillor  
                  S. Van Vliet     Councillor

STAFF PRESENT: M. Luey           Chief Administrative Officer  
                  A. Chrastina       Deputy Clerk  
                  J. Crawford       Administrative Assistant  
                  B. Hopkins       Chief Building Official  
                  R. Nan            Manager of Operations

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**1. Call to Order**

Mayor Grant called the meeting to order at 6:00 p.m.

**2. Closed Session**

**Resolution No. C-2024-143**

Moved by Councillor MacLellan  
Seconded by Councillor Gilmore

“**THAT** Council now move into closed session to discuss:

- a) Item under section 239 (2)(e) of the Municipal Act, 2001, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - 1 item (update on an ongoing litigation matter)”

CARRIED

**3. Rise & Report**

The Deputy Clerk reported that Council met in closed session pursuant to exemptions under Section 239 of the Municipal Act and received information and provided confidential staff direction respecting a litigation matter.

**4. National Anthem**

**5. Land Acknowledgement Statement**

Mayor Grant acknowledged that the land on which we gather is the traditional territory of the Anishinaabeg and Haudenosaunee Peoples, acknowledging the One Bowl and Spoon Treaty.

**6. Disclosures of Interest**

None.

**7. Mayor's Announcements & Remarks**

Mayor Grant provided the following remarks:

- Please note that these meeting proceedings are being broadcast live, recorded and made available through the Township website and youtube.com.
- Thank you to all who attended our Remembrance Day ceremony yesterday. A special thank you to our Legion and to our long-time volunteers who have made this ceremony what it is:
  - Sharon McMillan
  - Doug Willford
  - Jake Lobbezoo
  - Pastor Brian Lofthouse
  - and Alf Beam for the fly-past
- We have special Budget meetings scheduled on Monday November 25<sup>th</sup> and Wednesday November 27<sup>th</sup>
- Our next regular meeting of Council is Tuesday December 3<sup>rd</sup> at 6:30pm at which time we expect to adopt the final 2025 Budget.

**8. Councillor's Announcements & Remarks**

None.

**9. Adoption of Previous Council Minutes**

a) Minutes of the Regular Meeting of Council held October 22, 2024

**Resolution No. C-2024-144**

Moved by Councillor Anderson

Seconded by Councillor Gilmore

“**THAT** the minutes of the regular meeting of Council held October 22, 2024 be adopted as circulated.”

CARRIED

**10. Public Meeting**

a) Zoning By-law Amendment Z04/2024W

Mayor Grant called the Public Meeting to order at 6:43 p.m. and advised that the purpose of the Public Meeting is to provide information about the proposed amendment and provide opportunity for public input.

The Township Planner provided an information report outlining application details, progress and next steps.

NPG Planning Solutions provided a presentation outlining the proposal on behalf of the applicant.

Councillor Anderson inquired if the applicant is aware of all applicable by-laws related to the operation of the proposed business.

There were no public comments received.

The Public Meeting was adjourned at 7:04 p.m.

b) 2025 User Fees and Charges

Mayor Grant called the Public Meeting to order at 7:04 p.m. and advised that the purpose of the Public Meeting is to provide information about the proposed fee amendments and provide opportunity for public input.

The Manager of Financial Planning provided an overview of the proposed changes to the 2025 User Fees and Charges and Building Permit Fees

Councillor MacLellan inquired as to the difference between farm and residential rates for building permit fees.

There were no public comments received.

The Public Meeting was adjourned at 7:14 p.m.

**11. Delegations**

None.

**12. Consent Agenda**

None.

**13. Staff Reports & Recommendations**

a) Administrative Staff Reports

i. ASR-014/2024 Re: 2024 Q3 Projected Results

**Resolution No. C-2024-145**

Moved by Councillor Anderson

Seconded by Councillor Gilmore

“**THAT** Administrative Staff Report ASR-014-2024 respecting 2024 Q3 Projected Results Report be received as information.”

CARRIED

ii. ASR-015/2024 Re: 2025 Draft User Fees and Charges

**Resolution No. C-2024-146**

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

**“THAT** Report ASR-015/2024 regarding proposed user fees and charges be received; and

**THAT** Council approve the recommended user fees and charges contained within Appendix “A” of the report; and

**THAT** the General Fees and Charges By-law attached as Appendix “B” be approved.”

CARRIED

iii. ASR-016/2024 Re: 2023 Auditor's Report & Draft Financial Report**Resolution No. C-2024-147**

Moved by Councillor Anderson

Seconded by Councillor Gilmore

**“THAT** Report ASR-016/2024, 2023 Auditor’s Report Council – Communication of Audit Strategy and Results be received; and

**THAT** Council approve the 2023 Draft Financial Statements.”

CARRIED

b) Public Works Staff Reportsi. PWSR-015/2024 Re: Delegation Request for Storage Containers**Resolution No. C-2024-148**

Moved by Councillor Gilmore

Seconded by Councillor Van Vliet

**“THAT** consideration of Public Works Staff Report PWSR 015/2024 respecting Delegation Request for Storage Containers be deferred to the December 3, 2024 regular meeting of Council; and

**THAT** the Manager of Operations confirm storage needs and budget limitations from the appropriate user groups prior to the meeting.”

CARRIED

**14. Review of Correspondence**a) C-2024-475 Re: Canadian Federation of University Women Request**Resolution No. C-2024-149**

Moved by Councillor Gilmore

Seconded by Councillor Van Vliet

“**THAT** Correspondence item C-2024-475 respecting a Request for Flag Raising, Proclamation and, the hanging of red dresses on municipal property be received and supported.”.

CARRIED

b) C-2024-484 Re: Request for fee reduction (Community Hall)

**Resolution No. C-2024-150**

Moved by Councillor Gilmore

Seconded by Councillor Anderson

“**THAT** Correspondence item C-2024-484 respecting a request for fee reduction on the rental of the Community Hall for the purpose of hosting a book sale in support of the Lions Foundation of Canada Pet Valu Walk for Dog Guides Program be received; and

**THAT** a fee reduction in the amount of fifty percent be granted.”

CARRIED

**15. By-laws**

**Resolution No. C-2024-151**

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

“**THAT** the following by-laws be read and passed this 12th day of November, 2024:

a) By-law No. 044-2024 being a by-law to establish and regulate payment of various fees and charges within the Township of Wainfleet.

b) By-law No. 045-2024 being a by-law to authorize borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2025.”

CARRIED

**16. Notices of Motion**

None.

**17. Closed Meeting**

**Resolution No. C-2024-152**

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

Council now move into closed session to discuss:

- a) Item under Section 239 (2)(b) of the Municipal Act, 2001, personal matters about an identifiable individual, including municipal or local board employees – 1 item (an agreement matter)
  
- b) Minutes of the closed meetings of Council held October 1, 2024 and October 22, 2024.”

CARRIED

**18. Rise & Report**

The Deputy Clerk reported that Council met in closed session pursuant to exemptions under Section 239 of the Municipal Act and received information and provided confidential staff direction respecting an agreement matter.

Further, Council adopted previous closed session minutes.

**19. By-law to Confirm the Proceedings of Council**

**Resolution No. C-2024-153**

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

“**THAT** By-law No. 046-2024 being a by-law to adopt, ratify and confirm the actions of the Council at its meeting held on the 12th day of November, 2024 be read and passed this 12th day of November, 2024.”

CARRIED

**20. Adjournment**

There being no further business, the meeting was adjourned at 8:12 p.m.

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B. Grant, MAYOR

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A. Chrastina, DEPUTY CLERK

**Approved by Council December 3, 2024**