



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

C04/25  
MARCH 18, 2025  
6:00 P.M.  
COUNCIL CHAMBERS

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

REGRETS:           T. Gilmore       Councillor

STAFF PRESENT: M. Luey       Chief Administrative Officer  
                  A. Chrastina   Deputy Clerk  
                  L. Earl       Manager of Community & Development Services  
                  L. Gudgeon   Manager of Human resources  
                  C. Hart       Manager of Financial Planning/Deputy Treasurer  
                  S. Ivins       Planner  
                  C. Mayr       Library Programmer  
                  R. Nan       Manager of Operations

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**1. Call to Order**

Mayor Grant called the meeting to order at 6:01 p.m.

**2. Closed Meeting**

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 (a staffing matter)

b) Minutes of the Closed Meeting of Council held February 4, 2025

**Resolution No. C-2025-030**

Moved by Councillor Van Vliet

Seconded by Councillor MacLellan

**“THAT** 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 (a staffing matter)

b) Minutes of the Closed Meeting of Council held February 4, 2025”

CARRIED

**3. Rise & Report**

The Deputy Clerk reported that Council met in closed session pursuant to Municipal Act exemptions to receive information and provide confidential staff direction respecting a staffing matter. Further, Council adopted previous closed session minutes.

**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**

Mayor Grant disclosed an interest on agenda item 14. b) (Correspondence Item C086 Re: Wainfleet Skating Club Advertising Request) for the reason that his immediate relative made the request.

**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.
- Public consultation for our Multi-Year Accessibility Plan is being held in the Arena on March 25 from 12:30-3:30 and 5:00-8:00pm. If you are unable to attend, please consider completing our survey. It's available on our website and printed copies are at the back of Council Chambers.
- Our next regular meeting of Council is Tuesday April 8<sup>th</sup> at 6:30pm
- The annual Drainage Open House is Thursday April 10<sup>th</sup> at 6:00pm here in Council Chambers
- Regional Council meets this Thursday at 6:30pm
- Niagara Peninsula Conservation Authority Board meets Friday at 10:00am

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

None.

**9. Adoption of Previous Council Minutes**

a) Minutes of the Regular Meeting of Council held February 25, 2025

**Resolution No. C-2025-031**

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

**"THAT** the minutes of the regular meeting of Council held February 25, 2024 be adopted as circulated."

CARRIED

**10. Public Meeting**

## a) Zoning By-law Amendment Z01/2025W - 11031 Lakeshore Road

Mayor Grant called the Public Meeting to order at 6:36 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.

Councillor MacLellan inquired about potential future uses of the proposed garage and related impacts to the septic system requirements.

Councillor Anderson inquired about culvert remediation in the event the driveway is relocated.

The applicant, Randy Charlton thanked Council and staff and offered to take any questions from Council.

There were no public comments received.

The Public Meeting was adjourned at 6:45 p.m.

**11. Delegations**

None.

**12. Consent Agenda**

- a) ASR-005/2025 Re: Requests for Proclamation
- b) ASR-006/2025 Re: 2024 Building & Septic Permit Fees Annual Report
- c) DSR-003/2025 Re: Annual Drainage Program Update
- d) PWSR-007/2025 Re: Memorandum of Understanding with the NPCA
- e) Memorandum Re: 2025 Tree Program

Items 12. d) and e) were pulled by Councillors MacLellan and Anderson respectively.

**Resolution No. C-2025-032**

Moved by Councillor Van Vliet

Seconded by Councillor MacLellan

**“THAT** the following items be received and the recommendations contained therein be approved and acted upon:

- a) ASR-005/2025 Re: Requests for Proclamation
- b) ASR-006/2025 Re: 2024 Building & Septic Permit Fees Annual Report
- c) DSR-003/2025 Re: Annual Drainage Program Update”

CARRIED

### 13. Staff Reports & Recommendations

#### a) Administrative Staff Reports

##### i. ASR-007/2025 Re: 2024 Year-End Results Report

###### **Resolution No. C-2025-033**

Moved by Councillor MacLellan

Seconded by Councillor Anderson

**“THAT** Administrative Staff Report ASR-007-2025 respecting the 2024 Year-End Results Report be received; and

**THAT** the recommended transfers to and from reserves, as outlined below, be approved;

**AND THAT** a reserve for By-law and Council be created to be able to allocate surplus in the current fiscal year to be used as a source of funding in future years.”

CARRIED

###### **Resolution No. C-2025-034**

Moved by Councillor MacLellan

Seconded by Councillor Anderson

**“THAT** staff be directed to explore pricing for potential additional projects at a cost savings in 2025 and report back to Council.”

CARRIED

#### b) Public Works Staff Reports

##### i. PWSR-006/2025 Re: Equipment Rental Rates 2025

###### **Resolution No. C-2025-035**

Moved by Councillor MacLellan

Seconded by Councillor Anderson

**“THAT** Public Works Staff Report PWSR-006/2025 respecting Equipment Rental Rates for 2025 be received; and

**THAT** Council accept the attached equipment rental for the use of contract equipment for the period beginning April 1, 2025 through March 31, 2026.”

CARRIED

##### ii. PWSR-007/2025 Re: Memorandum of Understanding with the NPCA

###### **Resolution No. C-2025-036**

Moved by Councillor MacLellan

Seconded by Councillor Anderson

**“THAT** Public Works Staff Report PWSR-007/2025 respecting Memorandum of Understanding with the NPCA be deferred to the April 8, 2025 regular meeting of Council.”

CARRIED

- iii. PWSR-008/2025 Re: Arena Dehumidifier Replacements

**Resolution No. C-2025-037**

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

**“THAT** Public Works Staff Report PWSR 008/2025 respecting the Arena Dehumidifier Replacements be received; and

**THAT** Council direct the Manager of Operations to award the purchase of the dehumidifiers to the lowest bidder, Black and McDonald, ensuring the final purchase price is not subject to increase due to tariffs.”

CARRIED

- iv. PWSR-009/2025 Re: Grader Replacement

**Resolution No. C-2025-038**

Moved by Councillor MacLellan

Seconded by Councillor Anderson

**“THAT** Public Works Staff Report PWSR 009/2025 respecting the Grader Replacement be received; and

**THAT** Council direct the Manager of Operations to engage Brant Tractor for the purchase of a new John Deere 870 GP grader with plow and wing for the specified Canoe Procurement quote.”

CARRIED

- v. Memorandum Re: Tree planting and free tree giveaway

**Resolution No. C-2025-039**

Moved by Councillor Anderson

Seconded by Councillor MacLellan

**“THAT** the memorandum respecting Tree planting and free tree giveaway be received; and

**THAT** staff be directed to allocate interest earned to the tree reserve and that interest earned is to be used to fund environmental projects or programs on public land in future budget years. The reserve balance should not drop below the principal balance unless specifically required and approved by Council”

CARRIED

**14. Review of Correspondence**

- a) Correspondence Item C084 Re: Niagara Community Foundation Proclamation Request

**Resolution No. C-2025-040**

Moved by Councillor Anderson

Seconded by Councillor MacLellan

**“THAT** Correspondence Item C084 from the Niagara Community Foundation respecting a request to proclaim May as Leave a Legacy Month be received and supported.”

CARRIED

- b) Correspondence Item C086 Re: Wainfleet Skating Club Advertising Request

*Due to the declared conflict, Mayor Grant passed chair to Deputy Mayor Van Vliet and left the dais.*

**Resolution No. C-2025-041**

Moved by Councillor MacLellan

Seconded by Councillor Anderson

**“THAT** Correspondence Item C086 from the Wainfleet Skating Club respecting a request for a full-page advertisement in the 2025 Ice Carnival program be received and supported.”

CARRIED

*Mayor Grant returned to the dais and resumed chairing the meeting.*

**15. By-laws****Resolution No. C-2025-042**

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

**“THAT** the following by-laws be read and passed this 18th day of March, 2025:

- b) By-law No. 006-2025 being a by-law to appoint a Clerk for the Corporation of the Township of Wainfleet.
- c) By-law No. 007-2025 being a by-law to appoint a Deputy Clerk for the Corporation of the Township of Wainfleet.
- d) By-law No. 008-2025 being a by-law to amend By-law No. 022-2023 being a bylaw to govern the proceedings of the Township of Wainfleet Council, the conduct of its Members and the calling of meetings.”

CARRIED

**16. Notices of Motion**

None.

**18. Closed Meeting**

None.

**19. Rise & Report**

None.

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

**Resolution No. C-2025-043**

Moved by Councillor Van Vliet

Seconded by Councillor Anderson

“**THAT** By-law No. 009-2025 being a by-law to adopt, ratify and confirm the actions of the Council at its meeting held on the 18th day of March, 2025 be read and passed this 18th day of March, 2025.”

**CARRIED**

**21. Adjournment**

There being no further business, the meeting was adjourned at 7:16 p.m.

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B. Grant, MAYOR

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A. Chrastina, DEPUTY CLERK

**Approved April 8, 2025**