



**THE CORPORATION OF THE TOWNSHIP OF WAINFLEET
REGULAR MEETING OF COUNCIL AGENDA
JULY 29, 2025 – 6:30 P.M.
COUNCIL CHAMBERS**

C11/25

- 1. Call to Order**
- 2. National Anthem**
- 3. Land Acknowledgement Statement**
- 4. Disclosures of Interest and the General Nature Thereof**
- 5. Mayor’s Announcements & Remarks**
- 6. Councillor’s Announcements & Remarks**
- 7. Adoption of Previous Council Minutes**
 - a) Minutes of the Regular Meeting of Council held July 8, 2025
- 8. Public Meeting**
 - a) Aldrey Drain Consideration Meeting
- 9. Delegations**
 - a) Niagara Health Re: South Niagara Hospital Local Share Contribution
- 10. Consent Agenda**
- 11. Staff Reports & Recommendations**
 - a) Administrative Staff Reports
 - i. ASR-013/2025 Re: 2025 Q2 Projected Results Report
 - b) Drainage Staff Reports
 - i. DSR-006/2025 Re: Petition for Drainage Works, Homan Branch Collver Drain
 - c) Fire Staff Reports
 - i. FSR-004/2025 Re: 2025 Q1 & Q2 Fire & Emergency Services Update

d) Planning Staff Reports

- i. PSR-007/2025 Re: Zoning By-law Amendment File No. Z04/2025W
40132 Port Colborne Wainfleet Townline Road North
- ii. PSR-008/2025 Re: Zoning By-law Amendment File No. Z05/2025W
83673 Gracey Road

12. Review of Correspondence

13. By-laws

- a) By-law No. 027-2025 being a by-law to provide for drainage works in the Township of Wainfleet in the Region of Niagara (Aldrey Drain) – Provisional Adoption Only.
- b) By-law No. 028-2025 being a by-law pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990 to amend Zoning By-law No. 034-2014 of the Corporation of the Township of Wainfleet with respect to those lands forming Concession 4, Part Lot 1 RP 59R1682 Part 1 in the Township of Wainfleet and known municipally as 40132 Port Colborne Wainfleet Townline Road North.
- c) By-law No. 029-2025 being a by-law pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990 to amend Zoning By-law No. 034-2014 of the Corporation of the Township of Wainfleet with respect to those lands forming Concession 7, Part Lot 35 in the Township of Wainfleet and known municipally as 83673 Gracey Road.

14. Notices of Motion

15. 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 tax matter)
- b) Minutes of the closed meeting of Council held July 8, 2025

16. Rise & Report

17. By-law to Confirm the Proceedings of Council

- a) By-law No. 030-2025 being a by-law to adopt, ratify and confirm the proceedings of the Council of the Corporation of the Township of Wainfleet its Regular Meeting of Council held July 29, 2025

18. Adjournment



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

C10/25
JULY 8, 2025
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
W. Chin Yet Deputy Clerk
A. Chrastina Clerk
L. Earl Manager of Community & Development Services
S. Ivins Planner
M. Jemison Drainage Superintendent
C. Mayr Library Programmer
R. Nan Manager of Operations

1. Call to Order

Mayor Grant called the meeting to order at 6:30 p.m.

2. National Anthem

3. 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.

4. Disclosures of Interest

Councillor MacLellan disclosed an interest on agenda item 11. c) ii. (PWSR-017/2025 Re: Buliung Bridge Painting and Repairs) for the reason that his employer bid on the project.

5. 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.
- A meeting will be held tomorrow, July 9th at 5pm in Council Chambers to discuss the ongoing improvement project for the Shafley Road Drain and Collver Drain. Notices to impacted property owners were distributed through the mail last month.
- Our next regular meeting of Council is Tuesday July 29th at 6:30pm

6. Councillor's Announcements & Remarks

None.

7. Adoption of Previous Council Minutes

a) Minutes of the Regular Meeting of Council held June 10, 2025

b) Minutes of the Special Meeting of Council held July 4, 2025

Resolution No. C-2025-086

Moved by Councillor Anderson

Seconded by Councillor Gilmore

"THAT the minutes of the regular meeting of Council held June 10, 2025 and the special meeting of Council held July 4, 2025 be adopted as circulated."

CARRIED

8. Public Meeting

a) Zoning By-law Amendment (File No. Z04/2025W - 40132 Port Colborne Wainfleet Townline Road North)

Mayor Grant called the Public Meeting to order at 6:33 p.m. and advised that the purpose of the Public Meeting is to provide information regarding proposed amendment to the public and for Council to receive comments from the public.

The Township Planner provided an information report outlining application details and written comments received.

No members of Council provided any comments or questions.

The applicant did not provide any comments

Mayor Grant called for any members of the public wishing to provide comment on the proposed application.

No members of the public provided any comments or questions.

The Township Planner provided information on next steps and appeal rights.

The Public Meeting was adjourned at 6:37 p.m.

b) Zoning By-law Amendment (File No. Z05/2025W - 83673 Gracey Road)

Mayor Grant called the Public Meeting to order at 6:37 p.m. and advised that the purpose of the Public Meeting is to provide information regarding proposed amendment to the public and for Council to receive comments from the public.

The Township Planner provided an information report outlining application details and written comments received.

No members of Council provided any comments or questions.

The applicant did not provide any comments

Mayor Grant called for any members of the public wishing to provide comment on the proposed application.

No members of the public provided any comments or questions.

The Township Planner provided information on next steps and appeal rights.

The Public Meeting was adjourned at 6:41 p.m.

9. Delegations

None.

10. Consent Agenda

None.

11. Staff Reports & Recommendations

a) Drainage Staff Reports

- i. DSR-004/2025 Re: Aldrey Drain Engineering Report Update

Resolution No. C-2025-087

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

“THAT Drainage Staff Report DSR-004/2025 respecting the Aldrey Drain be received; and

THAT Staff be directed to advance the Aldrey Drain Engineer’s Report for Consideration at the July 29, 2025 Council Meeting as per the timelines outlined in Section 41, Chapter D. 17 of the Drainage Act R.S.O. 1990.”

CARRIED

b) Planning Staff Reports

- i. PSR-006/2025 Re: Zoning By-law Amendment File No. Z03/2025W 11618 Burnaby Road, Wainfleet

Resolution No. C-2025-088

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

“THAT the Mayor and Clerk be authorized to execute the draft subdivision agreement with 1000063419 Ontario Inc. attached as Appendix “C”, subject to any minor revisions deemed necessary by staff; and

THAT the by-law attached as Appendix “D” be adopted by Council to amend By-law 042-2010 to add Meadow Trail to the consolidated list of street names; and

THAT staff be authorized to grant final approval upon execution of the subdivision agreement.”

CARRIED

c) Public Works Staff Reports

i. PWSR-016/2025 Re: Bridge Engineering

Resolution No. C-2025-089

Moved by Councillor MacLellan
Seconded by Councillor Gilmore

“THAT Public Works Staff Report PWSR-016/2025 respecting Bridge Engineering be received; and

THAT Council direct staff to engage the services for the completion of the Bridge Engineering to Ellis Engineering as the highest-scoring firm and the lowest bidder.”

CARRIED

ii. PWSR-017/2025 Re: Buliung Bridge Painting and Repairs

Councillor MacLellan left the dais.

Resolution No. C-2025-090

Moved by Councillor Van Vliet
Seconded by Councillor Gilmore

“THAT Public Works Staff Report PWSR-017/2025 respecting Buliung Road Bridge painting and repairs be received; and

THAT Council direct staff to engage the services for the completion of the Bridge painting and repairs to Anthony’s Excavating Central Inc.”

CARRIED

Councillor MacLellan returned to the dais.

iii. PWSR-018/2025 Re: Sports Complex Pavilion and Tennis Court

Resolution No. C-2025-091

Moved by Councillor MacLellan
Seconded by Councillor Van Vliet

“**THAT** Public Works staff report PWSR-018/2025 respecting the sports complex pavilion and tennis court be received; and

THAT Council direct staff to engage the services for the installation of the pavilion to Anthony’s Excavating; and

THAT Council directs staff to engage the services of Court Service Specialists to complete the tennis court rehabilitation.”

CARRIED

12. Review of Correspondence

a) Correspondence Item C141 Re: Wainfleet Minor Hockey Request

Resolution No. C-2025-092

Moved by Councillor Van Vliet

Seconded by Councillor MacLellan

“**THAT** Correspondence Item C141 from the Wainfleet Minor Hockey Board respecting a request for fee waiver be received and supported.”

CARRIED

13. By-laws

Resolution No. C-2025-093

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

“**THAT** the following by-laws be read and passed this 8th day of July, 2025:

- a) By-law No. 023-2025 being a by-law pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990 to amend Zoning By-law No. 034-2014 of the Corporation of the Township of Wainfleet with respect to those lands forming Concession 1, Part Lots 15, 16 & 17, RP 59R3502 Parts 4, 13, 14, 18, 19 RP 59R4107 Part 1 in the Township of Wainfleet and known municipally as 11618 Burnaby Road.
- b) By-law No. 024-2025 being a by-law to authorize the use of Vote-by-Mail as an alternative voting method during the 2026 Municipal Election.
- c) By-law No. 025-2025 being a by-law to authorize the use of optical scanning vote tabulators and vote recorders for the purpose of counting votes at the 2026 Municipal Election.”

CARRIED

14. Notices of Motion

None.

15. Closed Meeting**Resolution No. C-2025-094**

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 land matter)
- b) Item under Section 239 (2) (c) of the Municipal Act, 2001, a proposed or pending acquisition or disposition of land by the municipality or local board – 1 item (a potential disposition of land matter)
- c) Minutes of the closed meetings of Council held June 10, 2025 and July 4, 2025.”

CARRIED

16. Rise & Report

The Clerk reported that Council met in closed session pursuant to exemptions under Section 239 of the Municipal Act. Council received information respecting a land matter and received information and provided confidential staff direction respecting a potential disposition of land matter. Council further adopted previous closed session minutes.

17. By-law to Confirm the Proceedings of Council**Resolution No. C-2025-095**

Moved by Councillor Van Vliet

Seconded by Councillor Anderson

“**THAT** By-law No. 026-2025 being a by-law to adopt, ratify and confirm the actions of the Council at its Special Meeting of Council held July 4, 2025 and its Regular Meeting of Council held July 8, 2025 be read and passed this 8th day of July, 2025.”

CARRIED

18. Adjournment

There being no further business, the meeting was adjourned at 7:47 p.m.

B. Grant, MAYOR

A. Chrastina, CLERK

DRAINAGE STAFF REPORT

DSR-005/2025

TO: Mayor Grant & Members of Council
FROM: Mark Jemison, Drainage Superintendent
DATE OF MEETING: July 29, 2025
SUBJECT: Aldrey Drain Engineering Report Update

RECOMMENDATION(S):

THAT Drainage Staff Report DSR-005/2025 respecting the Aldrey Drain Engineering Report for Consideration be received; and

THAT a By-law be given two readings to provisionally adopt the Aldrey Drain Engineer's Report dated June 20, 2025, prepared by Spriet Associates Engineers & Architects, under Section 4, Chapter D. 17 of the *Drainage Act, R.S.O. 1990*; and

THAT Staff be directed to advance the Aldrey Drain to that of the Court of Revision, as per Section 46(1) of the *Drainage Act, R.S.O. 1990*; and

THAT Councillor Anderson, Councillor MacLellan and Councillor Van Vliet be appointed as members to the Aldrey Drain Court of Revision and Mayor Grant be appointed as an alternate member to be tentatively scheduled for September 10, 2025, at 4:00 p.m.

EXECUTIVE SUMMARY:

Initiated by a landowner request under Section 78 of the Drainage Act to improve the Aldrey Drain, the engineer has filed the final report with the Township.

The *Meeting to Consider* provides property owners with an opportunity to ask questions of the engineer or express any concerns over the Engineer's Report related to design or any gross errors. Staff are recommending that the Engineer's report be adopted under a provisional By-law and proceed through the Drainage Act Process.

BACKGROUND:

On July 9, 2024, through Resolution No. C-2024-196, Council appointed Spriet Associates Ltd. to prepare a Section 78 engineering report for the Aldrey Drain. This appointment was in response to a request submitted by a landowner to update and improve the drain.

The site meeting with impacted property owners was held on October 3, 2024. Following survey and design work, an information meeting was held on April 16, 2025. The final report was filed with the Township on June 20, 2025. The *Meeting to Consider* provides property

owners with an opportunity to ask questions of the engineer or express any concerns over the Engineer's Report related to design or any gross errors.

At this meeting, Council will be given a presentation by the Engineer of Record, Brandon Widner, P. Eng., of Spriet Associates, outlining the project.

The property owners who were notified under Section 41(1) & 41(2) of the Drainage Act that choose to attend are to be provided an opportunity to ask questions of the Engineer or any concerns over the Engineer's Report related to design or any gross errors in the report. Should the Meeting to Consider reveal any errors in the Engineer's Report, Council may refer the report back to the Engineer for reconsideration.

However, under no circumstances is Council to refer the Report back to the Engineer regarding assessments. Concerns related to assessment are a function of the Court of Revision, with said process to occur within 60 days of the original *Meeting to Consider*.

Pending adoption of the provisional By-law, a Court of Revision shall be held as per Section 97 of the Drainage Act to address concerns with assessments. The Court of Revision shall be held on a day not earlier than twenty, but not later than thirty days, from the date the sending of the copies of the provisional by-law to the assessed properties was completed.

OPTIONS/DISCUSSION:

1. Staff be directed to advance the Aldrey Drain Engineer's Report to that of the Court of Revision as per Section 46(1) of the Drainage Act, R.S.O. 1990. (Recommended)
2. Do not move forward with the Engineer's Report. (not recommended).

FINANCIAL CONSIDERATIONS:

The engineer has estimated the Township's costs at \$84,612 of the \$385,500 total project costs.

OTHERS CONSULTED:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Chief Administrative Officer | <input checked="" type="checkbox"/> Finance |
| <input checked="" type="checkbox"/> Clerks | <input checked="" type="checkbox"/> Communications |
| <input checked="" type="checkbox"/> Community & Development Services | <input checked="" type="checkbox"/> Operations |
| <input type="checkbox"/> Fire | <input type="checkbox"/> Other: |

ATTACHMENTS:

- Appendix A – Aldrey Drain Report – Spriet Associates
- Appendix B – Aldrey Drain Plan/Profile – Spriet Associates

Respectfully submitted by,

Approved by,

Mark Jemison
Drainage Superintendent

Mallory Luey
Chief Administrative Officer

APPENDIX "A"

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ALDREY DRAIN

Township of Wainfleet



SPRIET
ASSOCIATES
ENGINEERS & ARCHITECTS
155 York Street
London, Ontario N6A 1A8
Tel. (519) 672-4100
Fax (519) 433-9351
Email: mail@spriet.on.ca
www.spriet.on.ca

London, Ontario
June 20, 2025

ALDREY DRAIN
Township of Wainfleet

To the Mayor and Council of
the Township of Wainfleet

Mayor and Council:

We are pleased to present our report on the construction and reconstruction of the Aldrey Municipal Drain serving parts of Lots 28 to 31, Concession 6, in the Township of Wainfleet. The total watershed area contains approximately 110 hectares.

AUTHORIZATION

This report was prepared pursuant to Section 78 of the Drainage Act. Instructions were received from your Township with respect to a motion of Council. The work was initiated by a request signed by some of the affected landowners.

HISTORY

The Aldrey Drain was originally constructed pursuant to a report submitted by C.J. Clarke, P.Eng., dated October 30, 1961, and comprised of a Main Drain consisting of approximately 1,250 meters of open drain outletting into the Beezor Drain located in Lot 30, Concession 6. A Branch Drain was also constructed in Lot 30, Concession 6 for a length of approximately 100 lineal meters to service Perry Road.

EXISTING DRAINAGE CONDITIONS

A site meeting was held with respect to the project and through later discussions the owners reported the following:

- that the owners, S. & T. DeVries (Roll No. 1-112) and A. & D. DeVries (Roll No. 1-111), indicated that the existing ditch depth was insufficient for their needs and requested that the drain be improved
- the owner, D. DeVries (Roll No. 2-135), requested that the drain be investigated into the possibility of enclosing the existing open drains in their lands
- the owner, Bestholme Farms Inc. (Roll No.'s 2-138 and 2-136), indicated that the existing drain lacked depth to subsurface drain their lands. They requested additional depth be brought to the east limit of their lands and that the upstream portion of the drain be abandoned in their lands

EXISTING DRAINAGE CONDITIONS (cont'd)

- that other owners located on the existing open drain were also in attendance and not looking for improvements at this time. They also did not want substantial deepening taking place through their lands due to the proximity of their homes in relation to the drain

A field investigation and survey were completed. Upon reviewing our findings we note the following:

- that there have been numerous culverts installed since the last drainage report, some of which are restricting drainage upstream
- that the existing culverts on the Beezor Drain and under Perry Road lack sufficient depth to provide drainage for the drainage installed in the S. & T. DeVries Lands (Roll No. 1-112)
- that the drain in the lands of D. DeVries (Roll No. 2-135) could easily be enclosed with a concrete tile
- that in order to provide an adequate outlet for the upstream lands in the watershed, extensive deepening would have to occur on the existing open portion of the drain
- that since the last report, additional land has been drained into the watershed, mainly being the lands of S. & T. DeVries (Roll No. 1-112) and A. & D. DeVries (Roll No. 1-111)

Preliminary design, cost estimates, and assessments were prepared, and an informal public meeting was held to review the findings and preliminary proposals. Further input and requests were provided by the affected owners at that time and at later dates. Based on the proposed design it was decided to proceed with the report.

DESIGN CONSIDERATIONS

The Drainage Coefficient method contained in the "DRAINAGE GUIDE FOR ONTARIO", Publication 29 by the Ontario Ministry of Agriculture, Food, and Rural Affairs (OMAFRA) is typically used to design municipal drains. The Drainage Coefficient defines a depth of water that can be removed in a 24-hour period and is expressed in millimetres per 24 hours. The coefficient used to design this drain with respect to capacity was 38.1mm per 24 hours.

We would like to point out that there have been no indications of any adverse soil conditions. It should be noted that no formal soil investigation has been made, with this information being provided by the owners.

The proposed design and report have been generally completed using the "GUIDE FOR ENGINEERS WORKING UNDER THE DRAINAGE ACT IN ONTARIO" OMAFRA Publication 852.



RECOMMENDATIONS

We are therefore recommending the following:

- that the existing open drain be improved from its outlet at the Beezor Drain and head north through the lands of C. Crisp (Roll No. 2-132-15), G., B. & J. Christopher (Roll No. 2-133-01), J. & K. McMillan (Roll No. 2-134-01), and M., J. & C. Lipscombe (Roll No. 2-134), for a length of 583 lineal meters. The Main Drain will continue as an overflow surface swale for 153 lineal meters in the lands of D. DeVries (Roll No. 2-135), for a total length of 737 lineal meters
- that all the existing culverts on the existing open drain and existing branch be removed
- that new lane/farm culverts be installed in the following properties:
 - C. Crisp, (Roll No. 2-132-15)
 - J. & K. McMillan, (Roll No. 2-134-01)
 - M., J. & C. Lipscombe, (Roll No. 2-134)
- that a new closed Branch Drain be constructed outletting at the Beezor Drain on the east side of Perry Road and head north in the road allowance in front of the lands of S. & D Marr (Roll No. 1-115-04), B. Barttel (Roll No. 1-115-02), W. & E. Jansema (Roll No. 1-115-01), and D. & D. Horvat (Roll No. 1-113), then continue north in the lands of S. & T. DeVries (Roll No. 1-112), for a length of 716 meters. The drain will then head west across Perry Road and continue west across the lands of D. DeVries (Roll No. 2-135), up to the lands of Bestholme Farms Inc. (Roll No. 2-136), for a total lineal length of 984 lineal meters. The branch will be referred to as the DeVries Branch
- that this new DeVries Branch will provide a subsurface outlet for the upstream lands in the watershed with surface relief being provided by the Main Drain. All portions of the existing ditch adjacent to the Branch Drain will be backfilled and will be graded to the Main Drain
- that any remaining portions of the Aldrey Drain 1962 not being reconstructed under this new report be officially abandoned from municipal status pursuant to Section 19 of the Drainage Act

ENVIRONMENTAL CONSIDERATIONS AND MITIGATION MEASURES

There is a regulated wetlands in the forested area of Lot 29, Concession 6 within the affected watershed area or along the route of the drains. The proposed construction of the DeVries Branch includes sealed pipe to mitigate any effect to that area.

We have reviewed the proposed work with the DFO (File No. 24-HCAA-02123). This resulted in a Letter of Advice being issued, dated February 4, 2024, providing mitigation recommendations which we have included below.

We are also recommending that the following erosion and sediment control measures be included as part of our reconstruction proposal to help mitigate any potential adverse impacts of the proposed drainage works on water quality and fishery habitat

ENVIRONMENTAL CONSIDERATIONS AND MITIGATION MEASURES (cont'd)

- timing of construction is to be only at times of low or no flow
- a temporary flow check of silt fencing is to be installed for the duration of the construction at the bottom end of the ditch reconstruction
- quarry stone rock chutes are to be constructed at surface inlet points to reduce erosion from direct surface water access into the ditch
- in water works to be avoided between March 15 – July 15 of any given year.
- all work is to be completed from the north and west sides of the ditch where possible. Any natural vegetation, brush, trees, etc. that exist on the unaffected sides of the ditch, especially the south side should be retained to provide shade and cover
- all new tile drain outlets are to be installed with quarry stone rip-rap protection

SUMMARY OF PROPOSED WORK

The proposed work consists of approximately 583 lineal meters of open ditch reconstruction including quarry stone rip-rap bank protection, rock chutes, bank seeding, and the construction of farm and lane culverts and sediment basins; approximately 984 lineal meters of 400mm (16") to 750mm (30") diameter concrete field tile and HDPE sewer pipe, including backfilling of approximately 404 lineal meters of backfilling of existing open drain with overland swale overtop.

SCHEDULES

Four schedules are attached hereto and form part of this report, being Schedule 'A' - Allowances, Schedule 'B' - Cost Estimate, Schedule 'C' - Assessment for Construction, and Schedule 'D' - Assessment for Maintenance.

Schedule 'A' - Allowances. In accordance with Sections 29 and 30 of the Drainage Act, allowances are provided for right-of-way and damages to lands and crops along the route of the drain as defined below.

Schedule 'B' - Cost Estimate. This schedule provides for a detailed cost estimate of the proposed work which is in the amount of \$385,500.00. This estimate includes engineering and administrative costs associated with this project.

Schedule 'C' - Assessment for Construction. This schedule outlines the distribution of the total estimated cost of construction over the roads and lands which are involved.

Schedule 'D' - Assessment for Maintenance. In accordance with Section 38 of the Drainage Act, this schedule outlines the distribution of future repair and/or maintenance costs for portions of, or the entire drainage works.

Drawing No.'s 1 and 2, Job No. 224188, and specifications form part of this report. They show and describe in detail the location and extent of the work to be done and the lands which are affected.



ALLOWANCES

DAMAGES: Section 30 of the Drainage Act provides for the compensation to landowners along the drain for damages to lands and crops caused by the construction of the drain. The amounts granted are based on the following:

- a) for closed drain installed with wheel machine - \$3,613.00/ha.
- b) for open ditch work with excavated material levelled adjacent to drain - \$4,647.00/ha.

These base rates are multiplied by the hectares derived from the working widths shown on the plans and the applicable lengths.

RIGHT-OF-WAY Section 29 of the Drainage Act provides for an allowance to the owners whose land must be used for the construction, repair, or future maintenance of a drainage works.

For tile drains where the owners will be able to continue to use the land, the allowance provides for the right to enter upon such lands, and at various times for the purpose of inspecting such drain, removing obstructions, and making repairs. Also, the allowance provides for the restrictions imposed on those lands to protect the right-of-way from obstruction or derogation. The amounts granted for right-of-way on tile drains is based on a percentage of the value of the land designated for future maintenance. Therefore, the amounts granted are based on \$6,670.00/ha. through cropped lands and \$2,500.00/ha. through bush. These values are multiplied by the hectares derived from the width granted for future maintenance and the applicable lengths.

For open ditches, the allowance provides for the loss of land due to the construction provided for in the report. The amounts granted are based on the value of the land, and the rate used was \$33,360.00/ha. When any buffer strip is incorporated and/or created, the allowance granted is for any land beyond a 1.8-meter width deemed to have always been part of the drain. For existing open ditches, the right-of-way to provide for the right to enter and restrictions imposed on those lands, is deemed to have already been granted.

ASSESSMENT DEFINITIONS

In accordance with the Drainage Act, lands that make use of a drainage works are liable for assessment for part of the cost of constructing and maintaining the system. These liabilities are known as benefit, outlet liability and special benefit liability as set out under Sections 22, 23, 24 and 26 of the Act.

BENEFIT as defined in the Drainage Act means the advantages to any lands, roads, buildings or other structures from the construction, improvement, repair, or maintenance of a drainage works such as will result in a higher market value, increased crop production, improved appearance, better control of surface or sub-surface water, or any other advantages relating to the betterment of lands, roads, buildings, or other structures.

OUTLET liability is assessed to lands or roads that may make use of a drainage works as an outlet either directly or indirectly through the medium of any other drainage works or of a swale, ravine, creek, or watercourse.



ASSESSMENT DEFINITIONS (cont'd)

BENEFIT BY CUT-OFF is assessed to lands or roads which obtain relief from surface and/or sub-surface drainage onto or through their lands by the diversion of said surface and/or sub-surface drainage into another watershed.

In addition, a Public Utility or Road Authority shall be assessed for and pay all the increased cost to a drainage works due to the construction and operation of the Public Utility or Road Authority. This may be shown as either benefit or special assessment.

ASSESSMENT

A modified "Todgham Method" was used to calculate the assessments shown on Schedule 'C'- Assessment for Construction. This entailed breaking down the costs of the drain into sections along its route. Special Assessments were then extracted from each section.

The remainder is then separated into Benefit and Outlet costs. The Benefit cost is distributed to those properties receiving benefit as defined under "Assessment Definitions", with such properties usually being located along or close to the route of the drain. The Outlet Costs are distributed to all properties within the watershed area of that section on an adjusted basis. The areas are adjusted for location along that section, and relative run-off rates. Due to their different relative run-off rates forested lands have been assessed for outlet at lower rates than cleared lands. Also, roads and residential properties have been assessed for outlet at higher rates than cleared farmlands.

The actual cost of the work involving this report, with the exception of Special Assessments, is to be assessed on a pro-rata basis against the lands and roads liable for assessment for benefit, outlet, and for special assessments as shown in detail below and on Schedule 'C' - Assessment for Construction. The Special Assessments shall be levied as noted in the Section "Special Assessment".

SPECIAL ASSESSMENT

In accordance with Section 26 of the Drainage Act, a Special Assessment has been made against the Township of Wainfleet being the increased cost to the drainage work for installing an H.D.P.E. pipe across their road allowance on DeVries Branch, due to the construction and operation of Perry Road. The Special Assessment shall be made up of the actual cost of this work and both the final and estimated values of the Special Assessment are to be calculated as follows:

Devries Branch	Cost of Work	Less Equivalent Drain Cost (Fixed)	Plus Administration Cost	Plus Interest & Net H.S.T.	Special Assessment
600mm H.D.P.E pipe & 450mm H.D.P.E. pipe	\$18,700.00	\$950.00	\$4,500.00	\$560.00	\$22,810.00

The above special assessments shall not apply for future maintenance purposes.

If the Township of Wainfleet elects to perform the work themselves the above Special Assessment shall be reduced by \$18,700.00. Otherwise, this portion of the work shall be included in the general contract.

SPECIAL ASSESSMENT (cont'd)

In accordance with Section 26 of the Drainage Act, a Special Assessment has been made against Enbridge Gas for the cost of locating and determining the location of their gasmain on the Devries Branch of the Aldrey Drain at Perry Road, being the increased cost to the drainage works. The Special Assessment shall be as shown on Schedule 'C' and shall **not** apply when pro-rating future maintenance costs.

In accordance with Section 26 of the Drainage Act, a Special Assessment has been made against the Bell Canada for the cost of locating and determining the location of their fibre optic cable on the Devries Branch of the Aldrey Drain at Perry Road, being the increased cost to the drainage works. The Special Assessment shall be as shown on Schedule 'C' and shall **not** apply when pro-rating future maintenance costs.

If any additional work is required to the drainage works due to the existence of buried utilities such as gas pipelines, communications cables, etc. or if any of the utilities require relocation or repair then the extra costs incurred shall be borne by the utility involved in accordance with the provisions of Section 26 of the Drainage Act.

GRANTS

In accordance with the provisions of Section 85 of the Drainage Act, a grant **may** be available for assessments against privately owned parcels of land which are used for agricultural purposes and eligible for the Farm Property Class Tax rate. Section 88 of the Drainage Act directs the Municipality to make application for this grant upon certification of completion of this drain. The Municipality will then deduct the grant from the assessments prior to collecting the final assessments. It should be noted that the proposed enclosure is assessed separately and is not eligible for the agricultural grant.

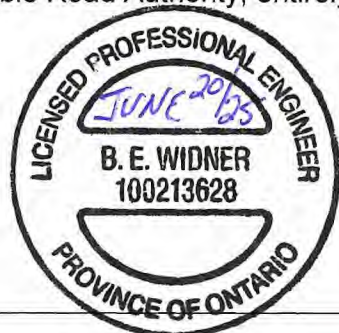
MAINTENANCE

Upon completion of construction, all owners are hereby made aware of Sections 80 and 82 of the Drainage Act which forbid the obstruction of or damage or injury to a municipal drain.

After completion the entire Aldrey Drain shall be maintained by the Township of Wainfleet at the expense of all upstream lands and roads assessed in Schedule 'D' - Assessment for Maintenance and in the same relative proportions until such time as the assessment is changed under the Drainage Act.

Special Assessments shall **not** be pro-rated for future maintenance purposes.

Repairs or improvements to any road culvert or sub-surface road crossing required by the performance of this work and for future repair and/or replacement, shall be the responsibility of the applicable Road Authority, entirely at their cost.



Respectfully submitted,
SPRIET ASSOCIATES LONDON LIMITED

B. Widner, P.Eng.



SCHEDULE 'A' - ALLOWANCES

ALDREY DRAIN

Township of Wainfleet

In accordance with Sections 29 and 30 of the Drainage Act, we determine the allowances payable to owners entitled thereto as follows:

<u>CONCESSION</u>	<u>LOT</u>	<u>ROLL NUMBER (Owner)</u>	<u>Section 29 Right-of-Way</u>	<u>Section 30 Damages</u>	<u>TOTALS</u>
MAIN DRAIN					
6	Pt. 30	2-132-15 (C. Crisp)	\$ 1,210.00	\$ 2,080.00	\$ 3,290.00
6	Pt. 30	2-133-01 (G., B., & J. Christopher)	550.00	950.00	1,500.00
6	Pt. 30	2-134 (M., J., & C. Lipscombe)	330.00	560.00	890.00
6	Pt. 30	2-134-01 (J. & K. McMillan)	270.00	470.00	740.00
6	Pt. 30	2-135 (D. Devries)	890.00	1,530.00	2,420.00
Total Allowances			\$ 3,250.00	\$ 5,590.00	\$ 8,840.00
TOTAL ALLOWANCES ON THE MAIN DRAIN					\$ 8,840.00
DEVRIES BRANCH					
6	Pt. 29	1-112 (S. & T. Devries)	\$ 2,710.00	\$ 2,210.00	\$ 4,920.00
6	Pt. 29	1-113 (D. & D. Horvat)	1,020.00	1,150.00	2,170.00
6	Pt. 29	1-115-01 (W. & E. Jansema)	670.00	750.00	1,420.00
6	Pt. 29	1-115-02 (B. Barttel)	370.00	410.00	780.00
6	Pt. 29	1-115-04 (S. & D. Mark)	30.00	40.00	70.00
6	Pt. 30	2-135 (D. Devries)	1,000.00	1,340.00	2,340.00
Total Allowances			\$ 5,800.00	\$ 5,900.00	\$ 11,700.00
TOTAL ALLOWANCES ON THE DEVRIES BRANCH					\$ 11,700.00
TOTAL ALLOWANCES ON THE ALDREY DRAIN					\$ 20,540.00

ALDREY DRAIN**Township of Wainfleet**

We have made an estimate of the cost of the proposed work which is outlined in detail as follows:

MAIN DRAIN

Clearing & grubbing of ditch bank (Approx. 737m)	\$	1,900.00
583 meters of open ditch cleanout	\$	3,600.00
Levelling of excavated material	\$	3,200.00
Seeding of lawn area (Approx. 3000m ²)	\$	2,500.00
Backfilling and Regrading of existing open ditch using on-site materials from ditch banks	\$	4,900.00
Sta. 0+249 - Sta. 0+261 (Roll No. 2-132-15 - C. Crisp)		
Supply & delivery of 12m - 1000mm dia, 2.0mm thick, 125mm x 25mm cor.	\$	2,900.00
Installation of pipe including supply and installation of bedding and backfill materials and disposal of any unacceptable materials including couplers	\$	4,500.00
Supply and installation of quarry stone riprap (Approx. 10m ³ Q.S. required)	\$	1,600.00
Sta. 0+481 - Sta. 0+493 (Roll No. 2-134-01 - J. & K. McMillan)		
Supply & delivery of 12m - 1000mm dia, 2.0mm thick, 125mm x 25mm cor.	\$	2,900.00
Installation of pipe including supply and installation of bedding and backfill materials and disposal of any unacceptable materials including couplers	\$	4,500.00
Supply and installation of quarry stone riprap (Approx. 10m ³ Q.S. required)	\$	1,600.00
Sta. 0+527 - Sta. 0+539 (Roll No. 2-134 - M., J., & C. Liscombe)		
Supply & delivery of 12m - 1000mm dia, 2.0mm thick, 125mm x 25mm cor.	\$	2,900.00
Installation of pipe including supply and installation of bedding and backfill materials and disposal of any unacceptable materials including couplers	\$	4,500.00
Supply and installation of quarry stone riprap (Approx. 10m ³ Q.S. required)	\$	1,600.00
Repair and replace any tile outlets that are damaged during construction	\$	1,500.00
Removal and Disposal of existing culverts as shown on drawings	\$	1,000.00
Supply and install quarry stone riprap rock chute (Approx. 6m ³ quarry stone)	\$	1,500.00
Contingencies	\$	3,500.00
Allowances under Sections 29 & 30 of the Drainage Act	\$	8,840.00

ALDREY DRAIN
Township of Wainfleet

DEVRIES BRANCH

6 meters of 750mm dia., H.D.P.E. plastic sewer pipe including rodent gate,
quarry stone rip-rap protection around pipe and end of ditch
(Approximately 8m³ quarry stone req'd)

Supply	\$	1,700.00
Installation	\$	1,600.00

Installation of the following concrete tile, including supply and installation
of bedding and backfill material

250 meters of 400mm dia. concrete tile	\$	8,000.00
413 meters of 750mm dia. concrete tile	\$	22,700.00
299 meters of 750mm dia. H.D.P.E. plastic sewer pipe	\$	28,400.00
Supply of the above listed tile and pipe	\$	106,600.00

16 meters of 600mm dia. H.D.P.E. sewer pipe (Subsurface)

14 meters of 450mm dia. H.D.P.E. sewer pipe (Surface)

above pipes	\$	3,900.00
Installation under Perry Road by Open Cut	\$	7,900.00
Restoration under Perry Road with 45mm HL8 & 45mm HL4	\$	6,900.00

Strip, stockpile and relevel topsoil from tile trench and adjacent working area
(4m wide) specified on drawings (approx. 966m)

\$ 5,800.00

Supply and instal three 900mm x 1200mm on-line standard catchbasins, one 900mm x
1200mm on-line ditch inlet catchbasins, and one 600mm x 600mm ditch inlet catchbasin
including grates, berm, ditching, wyes and any required pre-fab. fittings ext.

\$ 15,000.00

Restoration of 4 gravel laneways using 150mm Granular 'A'

\$ 4,500.00

Clearing of Trees (Sta 0+000 - Sta 0+308)

\$ 12,500.00

Imported Topsoil (100mm) & Hydro Seeding of lawn area (Approx. 600m²)

\$ 4,700.00

Backfilling and Regrading of existing open ditch using on-site materials from ditch banks

\$ 7,900.00

Exposing and locating existing tile drains and utilities

Preconstruction

\$ 750.00

Construction

\$ 900.00

Contingencies

\$ 10,000.00

Allowances under Sections 29 & 30 of the Drainage Act

\$ 11,700.00

SCHEDULE 'B' - COST ESTIMATE (cont'd)

**ALDREY DRAIN
Township of Wainfleet**

ADMINISTRATION

Interest and Net Harmonized Sales Tax	\$ 8,900.00
Survey, Plan and Final Report	\$ 45,900.00
Expenses	\$ 1,850.00
Supervision and Final Inspection	\$ <u>7,960.00</u>
TOTAL ESTIMATED COST	\$ <u><u>385,500.00</u></u>

SCHEDULE 'C' - ASSESSMENT FOR CONSTRUCTION

ALDREY DRAIN

Township of Wainfleet

Job No. 224188

June 20, 2025

* = Non-agricultural

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	BENEFIT	OUTLET	TOTAL
MAIN DRAIN						
6	Pt. 28	22.50	1-111 (A. & D. Devries)	\$	\$ 5,913.00	\$ 5,913.00
6	Pt. 29	39.60	1-112 (S. & T. Devries)		10,408.00	10,408.00
6	Pt. 30	4.66	2-132-15 (C. Crisp)	14,865.00	662.00	15,527.00
* 6	Pt. 30	0.25	2-133 (R. Spark)		32.00	32.00
* 6	Pt. 30	2.75	2-133-01 (G., B., & J. Christopher)	3,830.00	604.00	4,434.00
* 6	Pt. 30	1.40	2-134 (M., J., & C. Lipscombe)	7,475.00	442.00	7,917.00
* 6	Pt. 30	1.40	2-134-01 (J. & K. McMillan)	7,925.00	473.00	8,398.00
6	Pt. 30	12.00	2-135 (D. Devries)	6,900.00	5,992.00	12,892.00
6	Pt. 30	13.39	2-136 (Bestholme Farms Inc.)		7,038.00	7,038.00
* 6	Pt. 30	0.29	2-136-01 (D. & S. Svob)		231.00	231.00
* 6	Pt. 30	0.21	2-137 (C., H., & T. Climenhaga)		168.00	168.00
6	Pt. 31	5.92	2-138 (Bestholme Farms Inc.)		3,112.00	3,112.00
6	Pt. 31	0.58	2-139-01 (S. Den Besten)		305.00	305.00
TOTAL ASSESSMENT ON LANDS				\$ 40,995.00	\$ 35,380.00	\$ 76,375.00
Perry Road 2.36 Township of Wainfleet				\$	\$ 4,342.00	\$ 4,342.00
Concession 6 Road 0.70 Township of Wainfleet					1,283.00	1,283.00
TOTAL ASSESSMENT ON ROADS				\$	\$ 5,625.00	\$ 5,625.00
TOTAL ASSESSMENT ON THE MAIN DRAIN						\$ 82,000.00

SCHEDULE 'C' - ASSESSMENT FOR CONSTRUCTION

ALDREY DRAIN
Township of Wainfleet

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	BENEFIT	OUTLET	TOTAL	
DEVRIES BRANCH							
6	Pt. 28	22.50	1-111 (A. & D. Devries)	\$ 13,500.00	\$ 26,351.00	\$ 39,851.00	
6	Pt. 29	39.60	1-112 (S. & T. Devries)	48,460.00	44,059.00	92,519.00	
*	6	Pt. 29	1.20	1-113 (D. & D. Horvat)	2,120.00	211.00	2,331.00
*	6	Pt. 29	0.30	1-115-01 (W. & E. Jansema)	1,370.00	35.00	1,405.00
*	6	Pt. 29	0.10	1-115-02 (B. Barttel)	750.00	12.00	762.00
6	Pt. 30	4.66	2-132-15 (C. Crisp)	6,090.00		6,090.00	
*	6	Pt. 30	2.75	2-133-01 (G., B., & J. Christopher)	3,680.00		3,680.00
*	6	Pt. 30	1.40	2-134 (M., J., & C. Lipscombe)	1,810.00		1,810.00
*	6	Pt. 30	1.40	2-134-01 (J. & K. McMillan)	2,190.00		2,190.00
6	Pt. 30	12.00	2-135 (D. Devries)	6,600.00	876.00	7,476.00	
			Non-Grantable	19,050.00		19,050.00	
6	Pt. 30	13.39	2-136 (Bestholme Farms Inc.)		7,828.00	7,828.00	
			Non-Grantable	5,000.00		5,000.00	
*	6	Pt. 30	0.29	2-136-01 (D. & S. Svob)		257.00	257.00
*	6	Pt. 30	0.21	2-137 (C., H., & T. Climenhaga)		187.00	187.00
6	Pt. 31	5.92	2-138 (Bestholme Farms Inc.)		3,462.00	3,462.00	
6	Pt. 31	0.58	2-139-01 (S. Den Besten)		340.00	340.00	
TOTAL ASSESSMENT ON LANDS				\$ 110,620.00	\$ 83,618.00	\$ 194,238.00	
Perry Road		2.36	Township of Wainfleet	\$ 74,330.00	\$ 7,937.00	\$ 82,267.00	
Concession 6 Road		0.70	Township of Wainfleet		2,345.00	2,345.00	
TOTAL ASSESSMENT ON ROADS				\$ 74,330.00	\$ 10,282.00	\$ 84,612.00	
<p>SPECIAL ASSESSMENT against Township of Wainfleet for the increased cost of installing a 600mm (24") dia. HDPE Pipe (Sursurface) & a 450mm (18") dia. HDPE Pipe (Surface) Pipe under Perry Road by open cut.</p>						\$ 22,810.00	
<p>SPECIAL ASSESSMENT against Enbridge Gas for the increased cost of locating and determining the location of their gasmain prior to construction</p>						\$ 920.00	
<p>SPECIAL ASSESSMENT against Bell Canada for the increased cost of locating and determining the location of their telephone lines prior to construction</p>						\$ 920.00	
TOTAL ASSESSMENT ON THE DEVRIES BRANCH						\$ 303,500.00	
TOTAL ASSESSMENT ON THE ALDREY DRAIN						\$ 385,500.00	

SCHEDULE 'D' - ASSESSMENT FOR MAINTENANCE

ALDREY DRAIN

Township of Wainfleet

Job No. 224188

June 20, 2025

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	PERCENTAGE OF MAINTENANCE COST
MAIN DRAIN				
6	Pt. 28	22.50	1-111 (A. & D. Devries)	9.6 %
6	Pt. 29	39.60	1-112 (S. & T. Devries)	16.8
6	Pt. 30	4.66	2-132-15 (C. Crisp)	13.2
6	Pt. 30	0.25	2-133 (R. Spark)	0.1
6	Pt. 30	2.75	2-133-01 (G., B., & J. Christopher)	4.1
6	Pt. 30	1.40	2-134 (M., J., & C. Lipscombe)	6.8
6	Pt. 30	1.40	2-134-01 (J. & K. McMillan)	7.2
6	Pt. 30	12.00	2-135 (D. Devries)	15.4
6	Pt. 30	13.39	2-136 (Bestholme Farms Inc.)	11.4
6	Pt. 30	0.29	2-136-01 (D. & S. Svob)	0.4
6	Pt. 30	0.21	2-137 (C., H., & T. Climenhaga)	0.3
6	Pt. 31	5.92	2-138 (Bestholme Farms Inc.)	5.1
6	Pt. 31	0.58	2-139-01 (S. Den Besten)	0.5
				=====
TOTAL ASSESSMENT ON LANDS				90.9 %
				=====
Perry Road		2.36	Township of Wainfleet	7.0 %
Concession 6 Road		0.70	Township of Wainfleet	2.1
				=====
TOTAL ASSESSMENT ON ROADS				9.1 %
				=====
TOTAL ASSESSMENT FOR MAINTENANCE ON THE MAIN DRAIN				<u>100.0 %</u>

SCHEDULE 'D' - ASSESSMENT FOR MAINTENANCE (cont'd)

**ALDREY DRAIN
Township of Wainfleet**

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	PERCENTAGE OF MAINTENANCE COST
DEVRIES BRANCH				
6	Pt. 28	22.50	1-111 (A. & D. Devries)	19.0 %
6	Pt. 29	39.60	1-112 (S. & T. Devries)	39.2
6	Pt. 29	1.20	1-113 (D. & D. Horvat)	0.7
6	Pt. 29	0.30	1-115-01 (W. & E. Jansema)	0.4
6	Pt. 29	0.10	1-115-02 (B. Barttel)	0.2
6	Pt. 30	4.66	2-132-15 (C. Crisp)	1.7
6	Pt. 30	2.75	2-133-01 (G., B., & J. Christopher)	1.1
6	Pt. 30	1.40	2-134 (M., J., & C. Lipscombe)	0.5
6	Pt. 30	1.40	2-134-01 (J. & K. McMillan)	0.6
6	Pt. 30	12.00	2-135 (D. Devries)	2.4
6	Pt. 30	13.39	2-136 (Bestholme Farms Inc.)	4.5
6	Pt. 30	0.29	2-136-01 (D. & S. Svob)	0.1
6	Pt. 30	0.21	2-137 (C., H., & T. Climenhaga)	0.1
6	Pt. 31	5.92	2-138 (Bestholme Farms Inc.)	2.0
6	Pt. 31	0.58	2-139-01 (S. Den Besten)	0.2
				=====
TOTAL ASSESSMENT ON LANDS				72.7 %
				=====
Perry Road		2.36	Township of Wainfleet	26.0 %
Concession 6 Road		0.70	Township of Wainfleet	1.3
				=====
TOTAL ASSESSMENT ON ROADS				27.3 %
				=====
TOTAL ASSESSMENT FOR MAINTENANCE ON THE DEVRIES BRANCH				<u>100.0 %</u>

SCHEDULE OF NET ASSESSMENT

ALDREY DRAIN

Township of Wainfleet

(FOR INFORMATION PURPOSES ONLY)

Job No. 224188

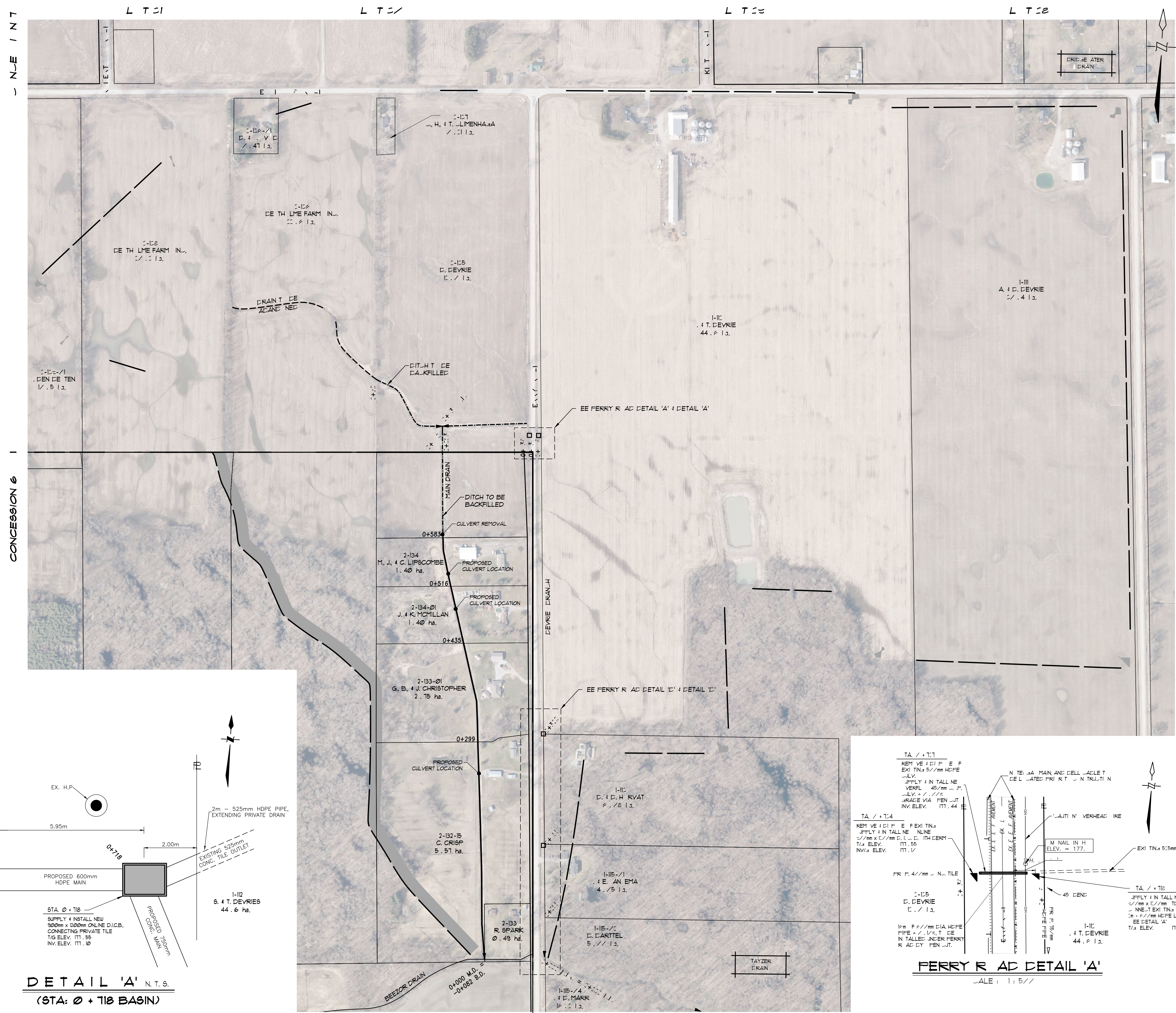
June 20, 2025

* = Non-agricultural

(OWNER)	TOTAL ASSESSMENT	GRANT	ALLOWANCES	APPROX. NET
1-111 (A. & D. Devries)	\$ 45,764.00	\$ 15,255.00	\$	\$ 30,509.00
1-112 (S. & T. Devries)	102,927.00	34,309.00	4,920.00	63,698.00
* 1-113 (D. & D. Horvat)	2,331.00		2,170.00	161.00
* 1-115-01 (W. & E. Jansema)	1,405.00		1,420.00	-15.00
* 1-115-02 (B. Barttel)	762.00		780.00	-18.00
1-115-04 (S. & D. Mark)			70.00	-70.00
2-132-15 (C. Crisp)	21,617.00	7,206.00	3,290.00	11,121.00
* 2-133 (R. Spark)	32.00			32.00
* 2-133-01 (G., B., & J. Christopher)	8,114.00		1,500.00	6,614.00
* 2-134 (M., J., & C. Lipscombe)	9,727.00		890.00	8,837.00
* 2-134-01 (J. & K. McMillan)	10,588.00		740.00	9,848.00
2-135 (D. Devries)	20,368.00	6,789.00	4,760.00	8,819.00
* ***Non-Grantable***	19,050.00			19,050.00
2-136 (Bestholme Farms Inc.)	14,866.00	4,955.00		9,911.00
* ***Non-Grantable***	5,000.00			5,000.00
* 2-136-01 (D. & S. Svob)	488.00			488.00
* 2-137 (C., H., & T. Climenhaga)	355.00			355.00
2-138 (Bestholme Farms Inc.)	6,574.00	2,191.00		4,383.00
2-139-01 (S. Den Besten)	645.00	215.00		430.00
* Perry Road	86,609.00			86,609.00
* *Special Assessment Open Cut	22,810.00			22,810.00
* *Special Assessment Enbridge	920.00			920.00
* *Special Assessment Bell	920.00			920.00
* Concession 6 Road	3,628.00			3,628.00
TOTALS	\$ 385,500.00	\$ 70,920.00	\$ 20,540.00	\$ 294,040.00

APPENDIX "B"

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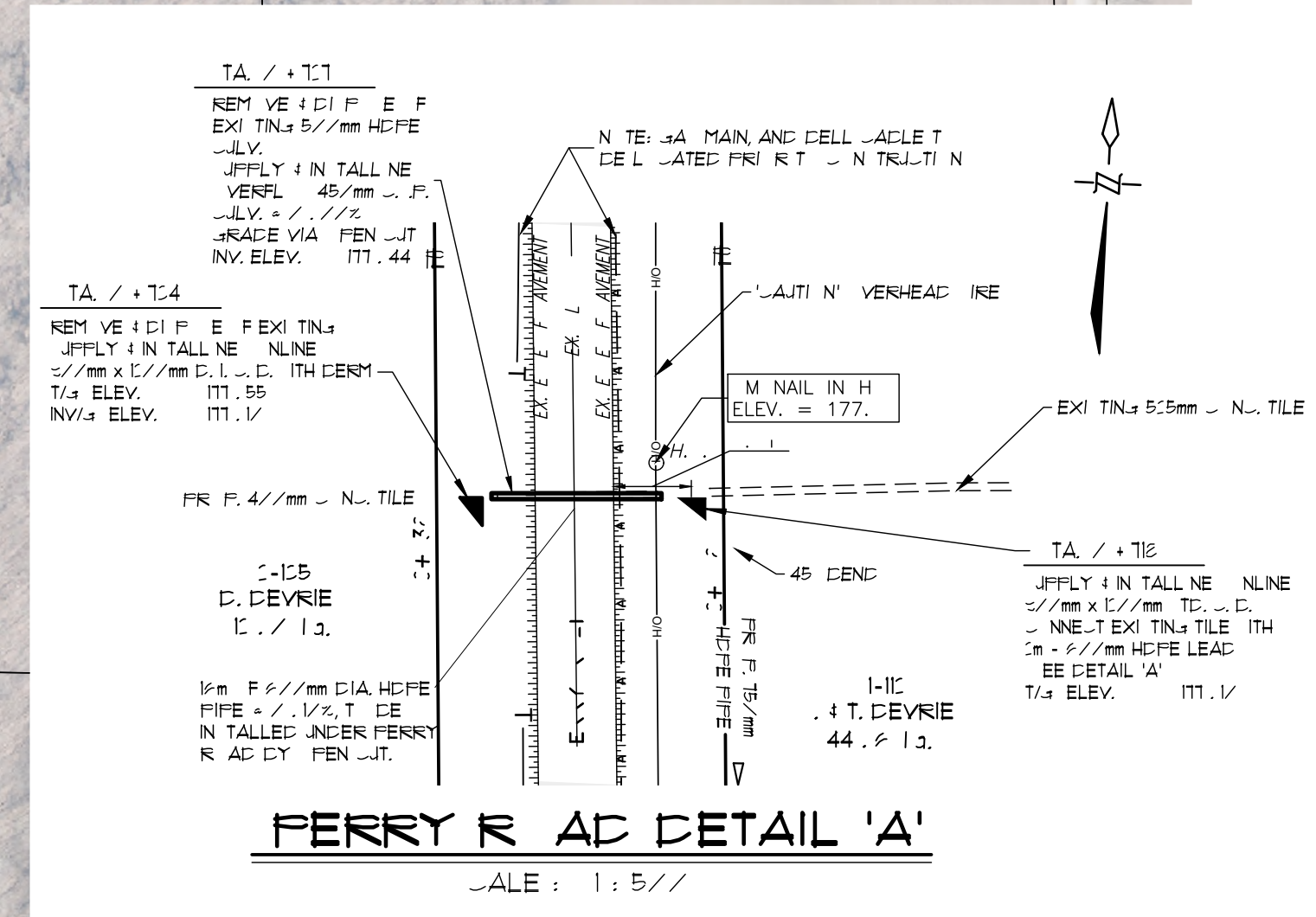
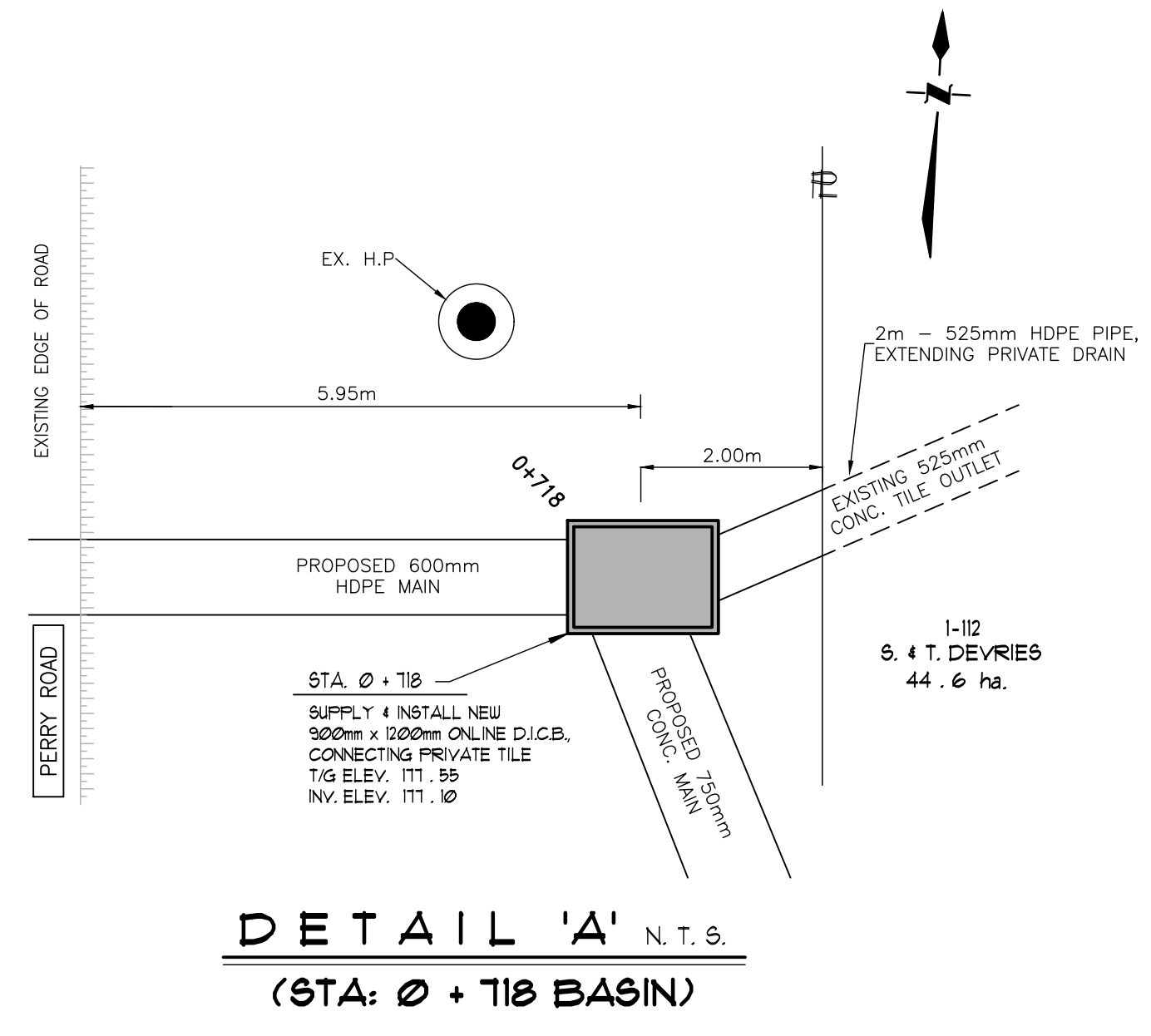
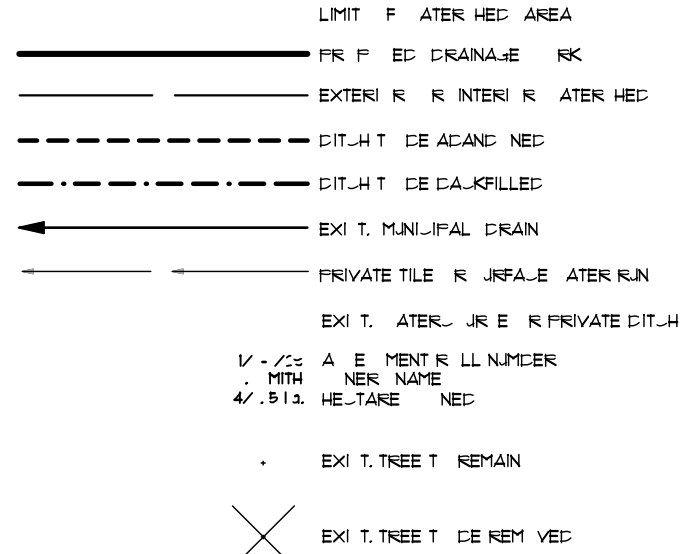
GENERAL NOTE

- 1/ WORK FEELATION DATED JANUARY 2011 APPLY TO THIS PLAN.
 - 2/ THE RECORDS OF THE MUNICIPALITY OF WAINFREET ARE TO BE CONSULTED FOR THE DRAINAGE PLAN AND THE DRAINAGE PLAN SHALL BE IN ACCORDANCE WITH THE DRAINAGE ACT AND THE DRAINAGE BY-LAW.
 - 3/ ALL UTILITIES TO BE LOCATED AND EXPOSED PRIOR TO CONSTRUCTION THAT THE TILE GRADE SHALL BE DETERMINED IF THERE IS A DIFFERENCE IN ELEVATION BETWEEN THE EXISTING DRAINAGE AND THE PROPOSED DRAINAGE THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY.
 - 4/ THE DRAINAGE PLAN SHALL BE INCLUDED IN THE PERMIT APPLICATION AND AN EXTRA PAYMENT SHALL BE MADE TO THE MUNICIPALITY EXCEPT FOR ADJUSTMENTS NOT REQUIRED.
 - 5/ ALL TREES, CURBS, DRIVEWAYS, ETC. TO BE CLEARED AND GRUBBED IN ACCORDANCE WITH THE MUNICIPALITY OF WAINFREET.
 - 6/ RIP-RAP TO BE APPLIED AND IN TALLED IN ACCORDANCE WITH THE MUNICIPALITY OF WAINFREET.
 - 7/ THE DRAINAGE PLAN SHALL BE ARRANGED AS FOLLOWS IN MEETING WITH THE ENGINEER, DRAINAGE SUPERVISOR, AND THE AFFECTED NEIGHBOURS. ALL PARTIES SHALL RECEIVE 48 HOURS NOTICE OF THE MEETING.
- DEFINITION**
- 1/ ALL CURB AND GUTTER TILE AND PIPE TO BE 150mm DIA. IN THE DRAINAGE PLAN.
 - 2/ EXISTING TILE DRAIN TO BE EXPOSED IN A MANNER THAT THE EXISTING TILE DRAIN SHALL BE IN ACCORDANCE WITH THE MUNICIPALITY OF WAINFREET.
 - 3/ EXISTING TILE DRAIN TO BE EXPOSED IN A MANNER THAT THE EXISTING TILE DRAIN SHALL BE IN ACCORDANCE WITH THE MUNICIPALITY OF WAINFREET.
 - 4/ ALL CURB AND GUTTER TILE AND PIPE TO BE 150mm DIA. IN THE DRAINAGE PLAN.
 - 5/ EXISTING TILE DRAIN TO BE EXPOSED IN A MANNER THAT THE EXISTING TILE DRAIN SHALL BE IN ACCORDANCE WITH THE MUNICIPALITY OF WAINFREET.
 - 6/ EXISTING TILE DRAIN TO BE EXPOSED IN A MANNER THAT THE EXISTING TILE DRAIN SHALL BE IN ACCORDANCE WITH THE MUNICIPALITY OF WAINFREET.
 - 7/ EXISTING TILE DRAIN TO BE EXPOSED IN A MANNER THAT THE EXISTING TILE DRAIN SHALL BE IN ACCORDANCE WITH THE MUNICIPALITY OF WAINFREET.
 - 8/ EXISTING TILE DRAIN TO BE EXPOSED IN A MANNER THAT THE EXISTING TILE DRAIN SHALL BE IN ACCORDANCE WITH THE MUNICIPALITY OF WAINFREET.
 - 9/ EXISTING TILE DRAIN TO BE EXPOSED IN A MANNER THAT THE EXISTING TILE DRAIN SHALL BE IN ACCORDANCE WITH THE MUNICIPALITY OF WAINFREET.
 - 10/ EXISTING TILE DRAIN TO BE EXPOSED IN A MANNER THAT THE EXISTING TILE DRAIN SHALL BE IN ACCORDANCE WITH THE MUNICIPALITY OF WAINFREET.

ROAD PAVEMENT SCHEDULE

- 1/ ALL PAVEMENT TO BE 150mm DIA. CURB AND GUTTER.
- 2/ ROAD PAVEMENT TO BE 150mm DIA. CURB AND GUTTER.
- 3/ ROAD PAVEMENT TO BE 150mm DIA. CURB AND GUTTER.
- 4/ ROAD PAVEMENT TO BE 150mm DIA. CURB AND GUTTER.
- 5/ ROAD PAVEMENT TO BE 150mm DIA. CURB AND GUTTER.

PLAN LEGEND



PLAN SCALE 1:2,500

A DREY DRAIN
ownership of Wainfreet

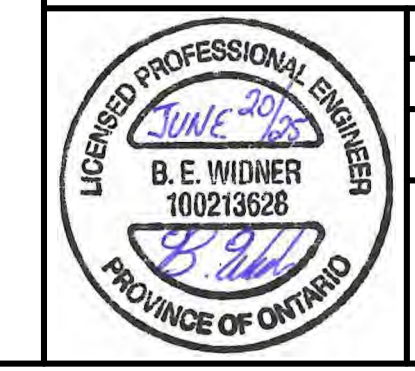
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<p>DATE: JUNE 2011</p>	<p>DATE: 22/08</p>
<p>DATE: 10/08</p>	<p>DATE: 10/08</p>

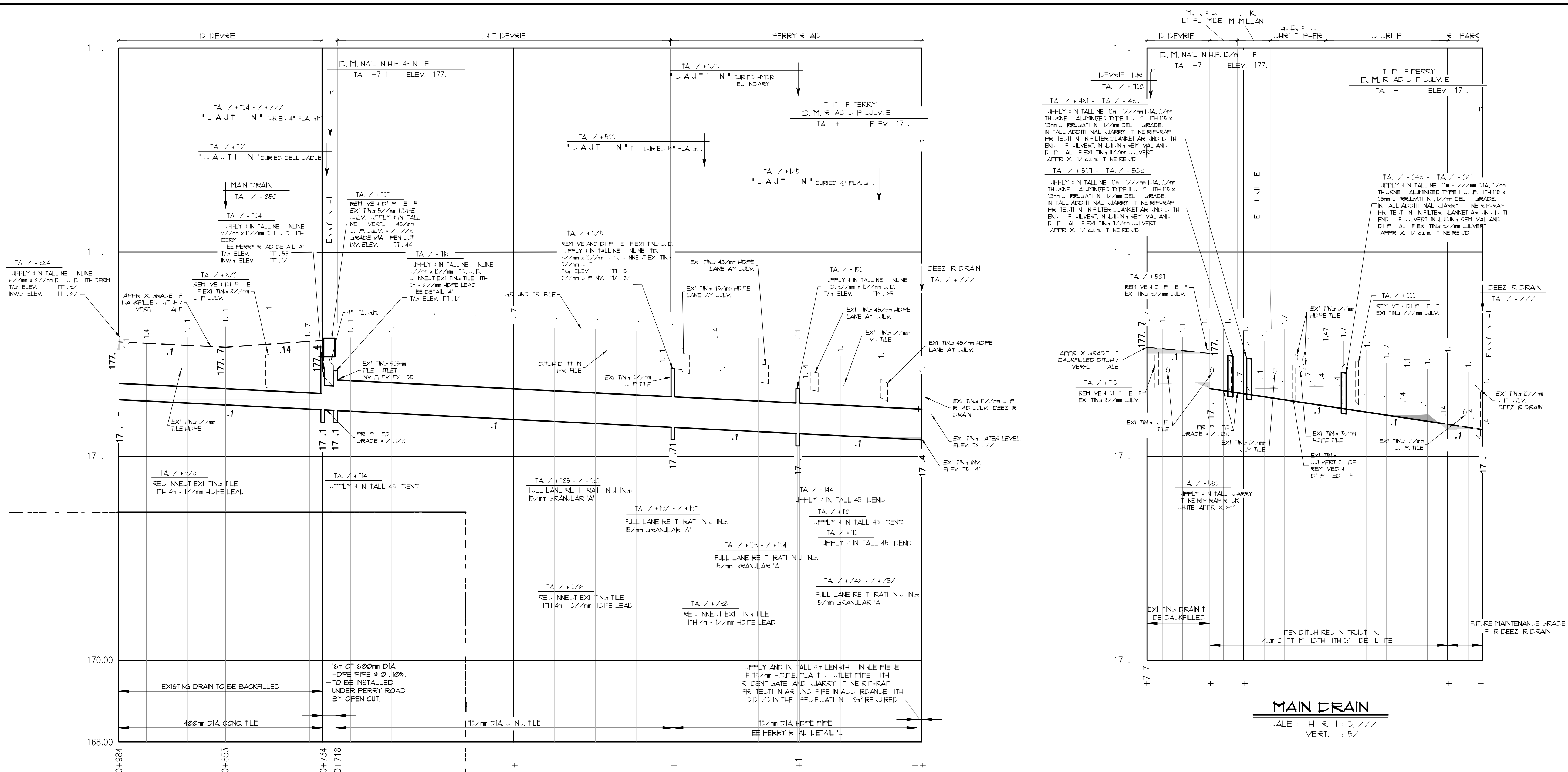
PLAN, DETAIL, & N.T.S.

ISSUES

LIMITED LIABILITY ENGINEERS

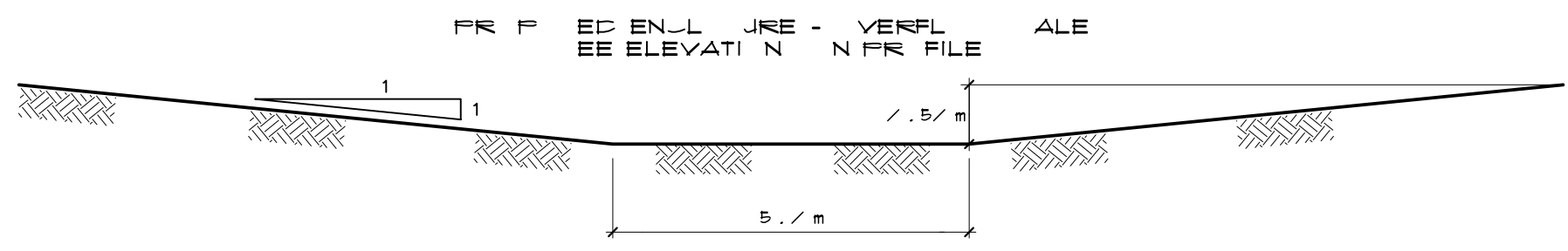
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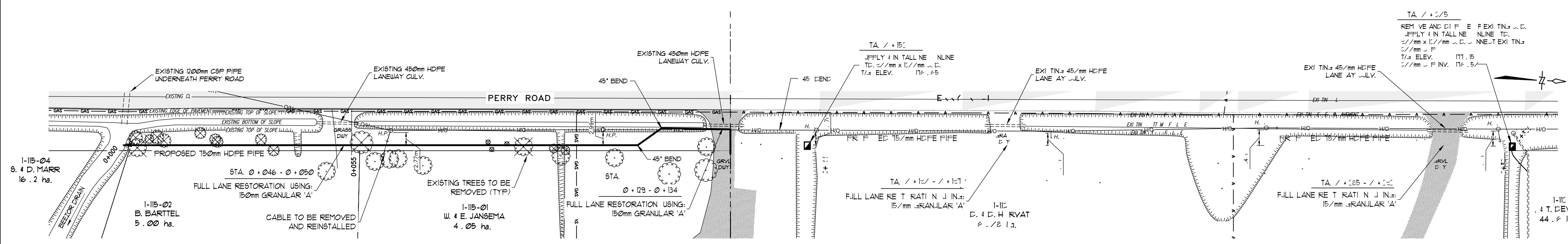
DEVRIE DRAIN

SCALE: HORIZ. 1:500
VERT. 1:50



TYPICAL DEVIATION VERIFIED AND UNTRUSTED BACKFILLED CHANNEL

SCALE: 1:1



PERRY ROAD DETAIL 'D'

SCALE: 1:500
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A DREY DRAIN
ownership of Wainfleet

Client: MARK EMIN	Project: 22428	Date: 2023-06-13
Drawn by: RL	Checked by: N.	Scale: 1:500
Project: FR FILE, DETAIL	Sheet: 22428-01	Scale: 1:500

PROFESSIONAL ENGINEER
B. E. WIDNER
100213628
PROVINCE OF ONTARIO

SURE ASSOCIATES
LIMITED
1 YORK STREET - LONDON, ONTARIO



SCHEDULE "B" TO BY-LAW NO. 0XX-2023

TOWNSHIP OF WAINFLEET

DELEGATION REQUEST FORM

Please fill out and return no later than 4:30 p.m. on the Tuesday prior to the meeting you wish to appear. Completed forms are to be submitted to the Clerks Department and can be dropped off or emailed to achrastina@wainfleet.ca

If you are speaking to an item listed on the agenda, the deadline for submission is 12:00 p.m. on the day of the scheduled meeting.

Name:	
Address:	
Telephone:	E-mail:

Date of Meeting: _____

Subject Matter to be Discussed:	
Action Requested:	

Have you previously spoken on this issue? Yes No

If an individual has previously appeared as a delegation, a further delegation from the same individual on the same topic will not be permitted, unless there is significant new information to be brought forward.

Do you have material for distribution at the meeting? Yes No

If yes, specify:

Do you have a copy of your notes/presentation to attach? Yes No

If yes, specify:

Delegations are required to provide the Clerk's Department presentation materials for publication in Council's agenda package.

- I have read and understand the Delegation Protocol attached to this form and understand that the information contained on this form, including any attachments, will become public documents and listed on Township meeting agendas and posted to the Township's website.

Josh Upper

Signature

Date



Investing in the Future of Healthcare

July 29, 2025

niagarahealth
Extraordinary Caring. Every Person. Every Time.

Why are we here?

1. Highlight why the transformation of hospital services in Niagara is needed
2. Present Niagara Health's request for a local share commitment for the South Niagara Hospital
3. Provide an overview of the opportunities for the future of the Welland Hospital site
4. Highlight the Township of Wainfleet's important role in the future of healthcare



Putting People First



Delivering Safe and Quality Care



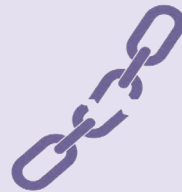
Transforming How we Work

Why Transformation is Needed



Team Shortages

- Physician shortages, including Emergency Services, Anesthesiologists, General Internal Medicine
- Numerous unfilled Emergency Department and UCC shifts leading into the summer months
- Challenges in recruiting registered nurses, registered practical nurses, personal support workers and medical imaging technologists



Disconnected Care

- Lack of specialty care across sites
- Limited opportunity to grow research and academic partnerships
- Confusion on where to go for care in Niagara
- Lack of primary care
- Lack of home care
- Lack of long-term care beds



Outdated Infrastructure

- Welland Site opened in 1960
- Niagara Falls Site opened in 1958
- Port Colborne Site opened in 1952
- Fort Erie Site opened in 1931



Increased Volumes and Complexities

- Increased patient volumes
- More complex patients
- Fixed number of patient beds
- Long wait times

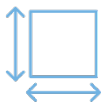
Regional Three-Site Hospital System (at 2028)

MAROTTA FAMILY HOSPITAL

- 24/7 Emergency Services
- Critical Care
- General Surgery
- Outpatient Clinics and Surgical Services
- Diagnostic Imaging and Laboratory
- Children's Health
- Kidney Care
- Administration

CENTRES OF EXCELLENCE

- Women and Babies
- Cancer
- Cardiac
- Mental Health and Addictions



1 million
square feet



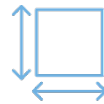
428
Beds

SOUTH NIAGARA HOSPITAL

- 24/7 Emergency Services
- Critical Care
- General Surgery
- Outpatient Clinics and Surgical Services
- Mental Health and Addictions
- Diagnostic Imaging and Laboratory
- Kidney Care
- Joint Care
- Indigenous Healing
- Administration

CENTRES OF EXCELLENCE

- Complex Care
- Stroke
- Wellness in Aging



1.3 million
square feet



469
Beds

WELLAND HOSPITAL

- 24/7 Emergency Services with eight to 10 observation beds
- 90+ complex care beds
- Outpatient clinics (Orthopedics/Fracture, Plastics, Chronic Disease Management and Geriatric)
- Mental Health and Addictions (*Residential Addictions and Treatment*)
- Diagnostic Imaging and Laboratory (*X-ray, Ultrasound, CT, ECG, Echocardiography, Ontario Breast Screening*)
- Kidney Care
- Administration hub
- Long-Term Care

CENTRE OF EXCELLENCE

- Eye Care

**Proposed programs and services for Welland are based on approved plans for the South Niagara Hospital. Further staff and community engagement is required to submit a proposal to the Ministry of Health for the Welland Hospital site redevelopment.*



Putting People First



Delivering Safe and Quality Care



Transforming How we Work

Niagara deserves a bright future –
that means investment



Welland will remain a cornerstone of the three-site model

We continue to work with the province on two primary goals:

- Renovations to accommodate an increase in complex care beds at the Welland Site
- Renovations to house the residential addictions treatment program moving from the Port Colborne Site

Future Welland Hospital redevelopment

- To fulfil the vision for our three-site model, we require further redevelopment of the Welland Hospital, beyond 2028
- Niagara Health has submitted a request for redevelopment to allow for the accommodation of additional complex care beds and has submitted a request for a full pre-capital planning grant
- There will be opportunities for input and engagement as we reimagine what the Welland Hospital site will be post-2028

South Niagara Hospital Local Share Commitment

Provincial policy requires
hospitals to pay for:

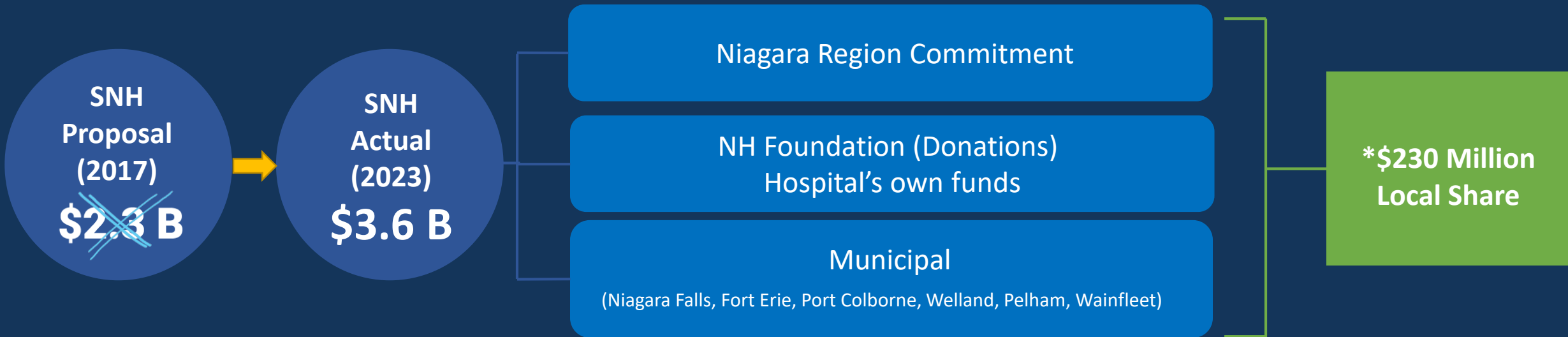
10 per cent of construction
costs (**\$230 million**)

100 per cent of funding for
new equipment and furniture
(**\$23.6 million**)





South Niagara Hospital: Local Share Breakdown



*\$230 million local share is based on previous cost estimate of \$2.3 billion, prior to the RFP, to ensure equity across asks.

*The cost of financing and Private-Public-Partnership (P3) costs are excluded from the calculation of the local share.



Putting People First

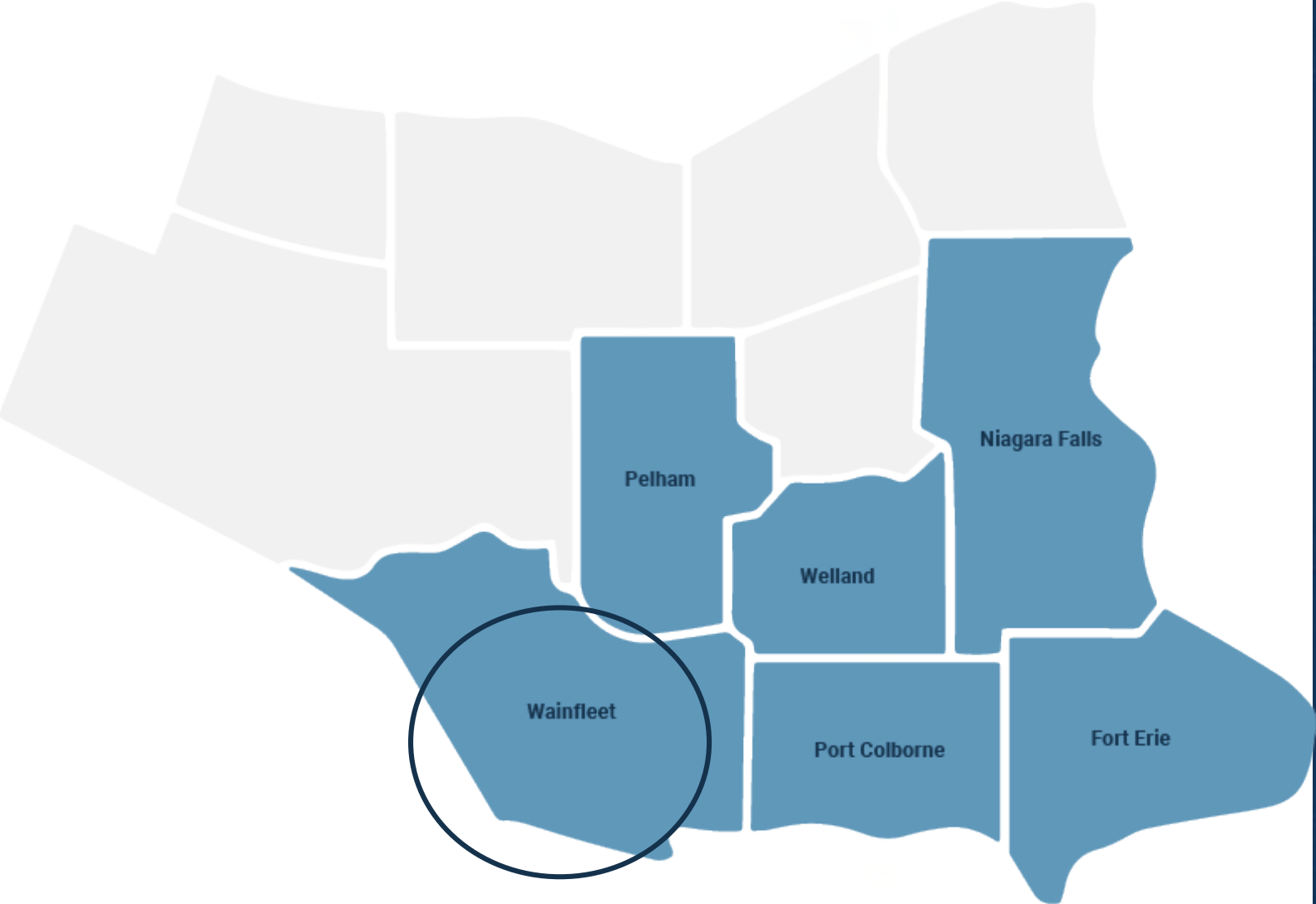


Delivering Safe and Quality Care



Transforming How we Work

Local Share Commitment Request



Request

\$2.2 million

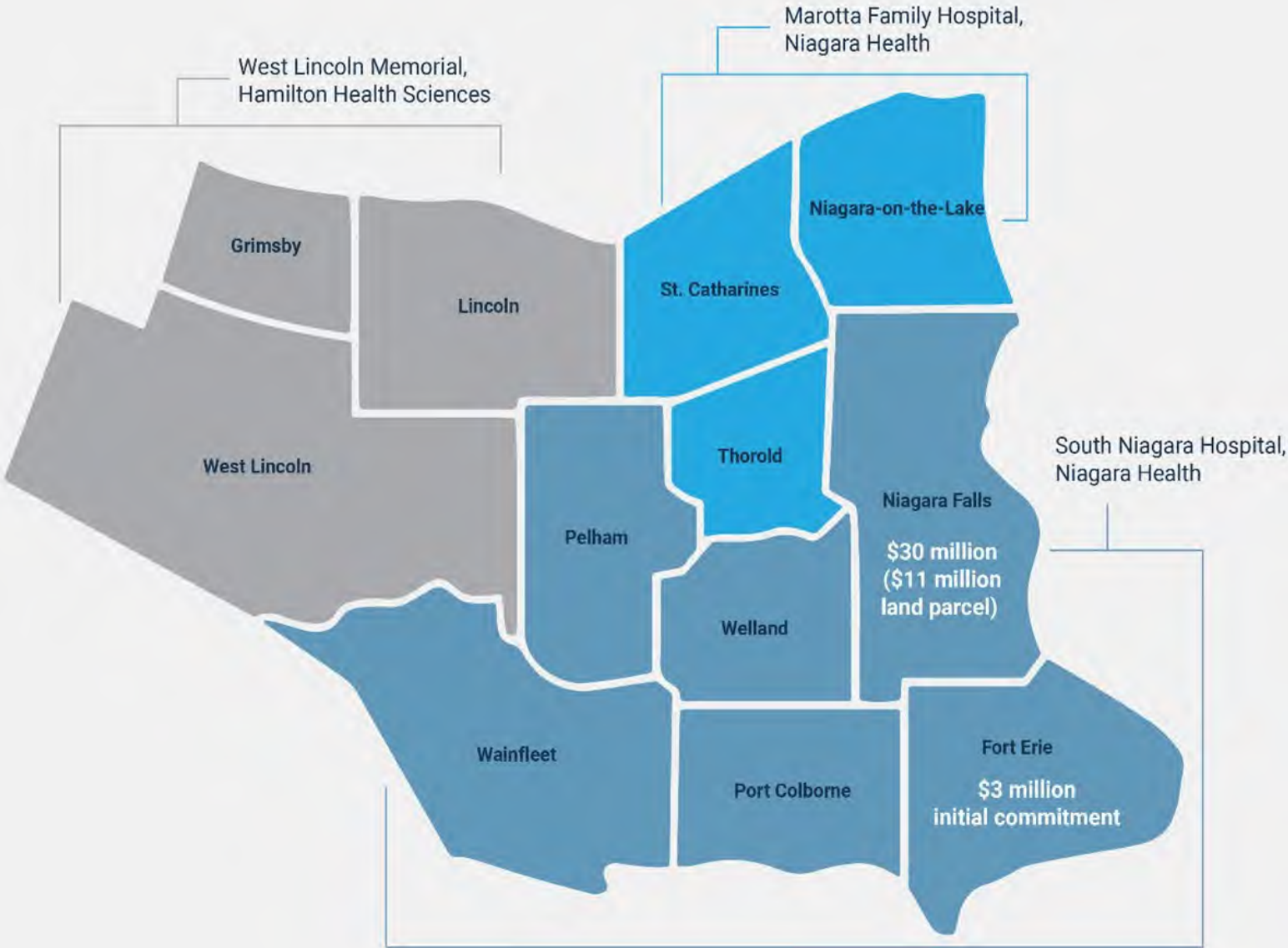
local share contribution for the South Niagara Hospital

\$340.63

per capita (based on 2016 census)

South Niagara Hospital Municipal Local Share Contributions

- *Local share is calculated using the 2016 census numbers, with a per capita ask of \$340.63*
- Niagara Falls - \$30 million (Pop. 88,071)
- Welland – \$17.8 million (Pop. 52,293)
- Fort Erie - \$10.5 million (Pop. 30,710)
- Port Colborne - \$6.2 million (Pop. 18,306)
- Pelham - \$ 5.8 million (Pop. 17,110)
- **Wainfleet – \$2.2 million (Pop. 6,372)**



Niagara Region - \$44.5 million committed

Supporting healthcare in our community means investing in healthcare

Coming *together now as a community*, means a brighter healthcare future for Niagara.

Wainfleet residents deserve a *connected hospital system* that guarantees they can access advanced acute care and specialized services when they need them most.



Thank you



Putting People First



Delivering Safe and Quality Care



Transforming How we Work

Appendix



Putting People First



Delivering Safe and Quality Care



Transforming How we Work

South Niagara Hospital At-A-Glance

- **With 469 single-patient rooms**, the South Niagara Hospital adds 156 beds to the region.
- **The new state-of-the-art hospital** will help us retain and recruit staff and physicians, as well as keep pace with advancements in care and technology.
- **Regional centres of excellence** in Stroke Care, Wellness in Aging and Complex Care.
- **Full scope of acute care services** - Emergency Department, Intensive Care Unit, Outpatient Mental Health and Addiction Services, Surgery, Kidney Care, Diagnostic Imaging and more.
- **Emergency Department will be 3x the size** of the Emergency Department at the current Niagara Falls Hospital.



South Niagara Hospital: WELL Certification

Transforming Care 
niagarahealth



In September 2024, Niagara Health announced that the South Niagara Hospital Project had reached an important milestone. The project achieved WELL Precertification through the International WELL Building Institute™ (IWBI)'s WELL v2 pilot, putting the project on the path to becoming Canada's first WELL Certified hospital.

Recognized worldwide throughout the architectural industry, the WELL Certification program is a scientifically developed and independently verified tool to help design buildings and measure their impact on the health and wellbeing of the occupants. Organized approximately 10 concepts of building performance — Air, Water, Nourishment, Light, Movement, Thermal Comfort, Sound, Materials, Mind and Community — WELL is a program that details design and operational guidelines specifically focused on improving health and wellness outcomes for the people using the building.



There will be 14 gardens and terraces at the South Niagara Hospital as well as walking paths throughout the property. Connecting patients and staff to nature has been shown to improve mental health and support wellness. 14

South Niagara Hospital: Indigenous Spaces

Indigenous Healing Room



Co-designed with Indigenous Partners, the South Niagara Hospital will feature an Indigenous healing space and garden that will offer a safe and welcoming space for Indigenous Peoples.

The Indigenous healing garden will be connected to the Indigenous healing room. The garden will provide a quiet space for those looking to connect with nature, support reflection and host Indigenous ceremonies and teaching opportunities.



Indigenous Healing Garden

South Niagara Hospital: Senior Friendly Design Features

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Ambulatory Entrance Lobby

- More than 160 design requirements related to creating a senior-friendly design.
- Requirements focus on ensuring lighting, flooring and walls, doorways and windows, hallways, handrails, walkways, ramps, stairs, outdoor spaces, and wayfinding and signage are all designed to meet our expected senior population as a patient, visitor or caregiver.



Putting People First



Delivering Safe and Quality Care



Transforming How we Work



South Niagara Hospital: Exterior Perspectives - Site and Building

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niagarahealth



Aerial View Looking North-West



**Learn more about
our future plans**

ADMINISTRATIVE STAFF REPORT**ASR-013/2025**

TO: Mayor Grant & Members of Council

FROM: Cameron Hart, Manager of Financial Planning/Deputy Treasurer

DATE OF MEETING: July 29, 2025

SUBJECT: **2025 Q2 Projected Results Report**

RECOMMENDATION(S):

THAT Administrative Staff Report ASR-013/2025 respecting 2025 Q2 Projected Results Report be received as information.

EXECUTIVE SUMMARY:

This report presents the projected year-end results for the Township of Wainfleet as of June 30, 2025, for the year ending December 31, 2025. The report shows an estimated operating surplus of \$441,197, an estimated capital surplus of \$216,557, estimated reserve and reserve fund balances of \$5,492,639. These estimates are subject to change as the actual year-end results become available and as the audit of the Township results is completed.

BACKGROUND:

In order to give timely information and budgetary updates to Members of Council, the public, and the senior management team, this report was prepared to estimate the year-end operating and capital surplus/shortfall and to determine the anticipated balances of reserve and reserve funds. The projected surplus is attributed to various factors; detailed information can be found below, as well as in Appendix "A" – 2025 Projected Operating Results.

Operating Surplus: The Township is expecting an operating surplus of approximately \$441,197. The breakdown of this surplus is as follows:

Type	(Surplus)/Shortfall
Repairs and Maintenance	\$ (113,235)
Wages and Benefits	(87,873)
User Fees and Charges	(72,526)
WSIB Rebate	(68,624)
Legal and Professional Fees	(60,785)
Drainage Recoveries	(56,753)
Other	(47,261)
Insurance	(22,277)
Utilities	(21,852)
Training and Development	(15,761)
Contracted Services and Materials	125,750
Total Projected Surplus	\$ (441,197)

Capital Surplus: The Township is expecting a capital fund surplus of approximately \$216,557. This surplus is the result of project R.2 – Ball Diamond Renovation being cancelled at an amount of \$200,000. The project was cancelled due to an unsuccessful grant application. It is important to note that this surplus does not represent a levy surplus, as the funding for this project was budgeted through grants and reserve funding. All levy funds budgeted and received through taxation will be used during the fiscal year to fund capital projects.

Reserve Balances: The Township is projecting reserve fund balances of \$5,492,639.

Overall, the Township is well-positioned to meet its budgetary targets as outlined in the 2025 budget, which was approved on December 3, 2024.

OPTIONS/DISCUSSION:

N/A

FINANCIAL CONSIDERATIONS:

N/A

OTHERS CONSULTED:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Chief Administrative Officer | <input checked="" type="checkbox"/> Finance |
| <input checked="" type="checkbox"/> Clerks | <input checked="" type="checkbox"/> Communications |
| <input checked="" type="checkbox"/> Community & Dev. Services | <input checked="" type="checkbox"/> Operations |
| <input type="checkbox"/> Fire | <input type="checkbox"/> Other: |

ATTACHMENTS:

- 1) Appendix “A” – 2025 Q2 Projected Year-End Results

Respectfully submitted by,

Approved by,

Cameron Hart
Manager of Financial Planning
Deputy Treasurer

Mallory Luey
Chief Administrative Officer

APPENDIX A

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TOWNSHIP OF WAINFLEET

APPENDIX A

2025 Q2 PROJECTED RESULTS

JULY 29, 2025

**TOWNSHIP OF WAINFLEET
2025 Q2 PROJECTED RESULTS**

Department	Budget	Projected	(Surplus) / Shortfall	Explanation
General Revenue	(8,035,843)	(8,038,506)	(2,663)	
Council	104,860	92,143	(12,717)	Surpluses of \$7,000 in legal and professional fees and \$2,190 in training and development.
Election	12,750	12,750	-	
General Assistance	527,385	523,765	(3,620)	
Administration	1,476,015	1,302,903	(173,112)	Surpluses of \$68,624 due to a WSIB refund, \$52,003 in employee wages and \$34,975 in write-offs.
Fire	1,222,084	1,196,036	(26,048)	Surpluses of \$11,214 in insurance and \$10,576 in contracted services.
By-law	144,674	73,657	(71,017)	Surpluses of \$49,362 in user fees and \$11,572 in contracted services.
Planning	392,840	350,726	(42,114)	Surpluses of \$18,729 in legal and professional fees and \$9,898 in user fees.
Building & Septic	-	5,272	5,272	
Public Works	2,479,196	2,480,546	1,350	
Facilities	982,764	950,032	(32,732)	Surplus of \$33,413 in repairs and maintenance.
Cemetery	82,345	82,668	323	
Recreation	477,062	477,201	139	
Drainage	133,868	56,130	(77,738)	Surpluses of \$56,753 in drainage recoveries and \$9,349 in contracted services.
Library	-	(6,520)	(6,520)	
Total Operating	-	(441,197)	(441,197)	

**TOWNSHIP OF WAINFLEET
2025 Q2 PROJECTED RESULTS BY OBJECT - BUDGET**

Object	General Revenue	Council	Election	General Assistance	Admin	Fire	By-law	Planning	Building & Septic	Public Works	Facilities	Cemetery	Recreation	Drainage	Library	Total
Taxation	(10,054,759)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(10,054,759)
User Fees	(115,300)	-	-	-	-	(9,500)	(164,170)	(66,450)	(280,000)	(10,000)	(2,000)	(201,050)	(213,450)	(80)	(9,950)	(1,071,950)
Grants	(539,500)	-	-	-	-	-	-	-	-	(79,800)	-	-	(45,000)	(58,552)	(21,376)	(744,228)
Other	(249,114)	-	-	-	(50,000)	(19,500)	(4,000)	(6,000)	-	(11,000)	-	(18,000)	-	-	(490,803)	(848,417)
Reserve Transfers	-	-	-	-	(60,000)	(125,000)	(131,500)	(190,000)	(121,060)	-	(38,000)	-	-	-	(8,934)	(674,494)
Total Revenues	(10,958,673)	-	-	-	(110,000)	(154,000)	(299,670)	(262,450)	(401,060)	(100,800)	(40,000)	(219,050)	(258,450)	(58,632)	(531,063)	(13,393,848)
Wages & Benefits	-	79,560	-	-	1,075,950	678,670	232,770	404,140	312,860	1,280,670	-	258,780	539,170	123,450	436,090	5,422,110
Training & Development	-	4,000	-	-	20,700	39,500	5,500	8,000	1,500	10,000	-	-	6,500	3,650	1,000	100,350
Legal & Professional Fees	-	7,000	-	-	143,000	127,000	125,600	222,000	9,500	25,500	38,000	-	1,250	4,000	7,700	710,550
Utilities	-	1,700	-	-	20,000	12,000	2,000	1,000	2,000	28,000	200,600	1,700	11,100	1,800	1,750	283,650
Contracted Services & Materials	-	-	-	-	84,200	118,940	35,550	12,100	20,900	851,275	-	5,450	36,400	30,900	77,350	1,273,065
Repairs & Maintenance	-	-	-	-	-	74,100	3,250	-	2,250	156,800	177,000	29,500	65,350	12,500	1,050	521,800
Insurance	-	-	-	-	107,465	102,874	-	-	-	66,751	-	2,165	72,342	-	3,673	355,270
Debt Repayments	-	-	-	-	-	-	-	-	-	-	607,164	-	-	-	-	607,164
Other	-	12,600	-	527,385	134,700	23,000	39,674	8,050	52,050	11,000	-	3,800	3,400	5,700	2,450	823,809
Reserve Transfers	2,922,830	-	12,750	-	-	200,000	-	-	-	150,000	-	-	-	10,500	-	3,296,080
Total Expenses	2,922,830	104,860	12,750	527,385	1,586,015	1,376,084	444,344	655,290	401,060	2,579,996	1,022,764	301,395	735,512	192,500	531,063	13,393,848
Net Levy	(8,035,843)	104,860	12,750	527,385	1,476,015	1,222,084	144,674	392,840	-	2,479,196	982,764	82,345	477,062	133,868	-	-

**TOWNSHIP OF WAINFLEET
2025 Q2 PROJECTED RESULTS BY OBJECT - ACTUAL**

Object	General Revenue	Council	Election	General Assistance	Admin	Fire	By-Law	Planning	Building & Septic	Public Works	Facilities	Cemetery	Recreation	Drainage	Library	Total
Taxation	(10,112,393)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(10,112,393)
User Fees	(123,807)	-	-	-	-	(16,366)	(213,532)	(76,348)	(240,322)	(9,314)	(3,090)	(189,944)	(262,584)	(168)	(9,000)	(1,144,476)
Grants	(539,500)	-	-	-	-	-	-	-	-	(79,800)	-	-	(47,174)	(58,552)	(21,376)	(746,402)
Other	(185,636)	-	-	(3,620)	(118,624)	(11,453)	(800)	(2,336)	-	(20,053)	-	(18,000)	(4,187)	(56,753)	(491,923)	(913,386)
Reserve Transfers	-	-	-	-	(60,000)	(90,000)	(131,500)	(95,000)	(121,060)	-	(38,000)	-	-	-	-	(535,560)
Total Revenues	(10,961,336)	-	-	(3,620)	(178,624)	(117,819)	(345,832)	(173,684)	(361,382)	(109,167)	(41,090)	(207,944)	(313,945)	(115,473)	(522,299)	(13,452,217)
Wages & Benefits	-	79,396	-	-	1,023,947	678,378	224,504	394,980	309,854	1,202,096	-	252,095	614,810	128,391	425,787	5,334,237
Training & Development	-	1,810	-	-	18,153	35,492	3,830	6,340	391	12,801	-	-	2,765	2,600	407	84,589
Legal & Professional Fees	-	-	-	-	140,160	90,000	126,056	108,721	-	2,000	38,000	-	-	(670)	6,564	510,831
Utilities	-	1,275	-	-	18,395	5,780	1,602	847	1,526	21,845	202,371	1,516	3,474	621	2,545	261,798
Contracted Services & Materials	-	-	-	-	75,089	108,364	23,978	8,713	3,976	1,029,123	-	3,777	46,430	21,551	74,904	1,395,905
Repairs & Maintenance	-	-	-	-	-	83,262	1,018	-	254	99,187	143,587	23,511	48,960	7,547	1,238	408,565
Insurance	-	-	-	-	99,860	91,660	-	-	-	62,095	-	5,594	70,285	-	3,498	332,993
Debt Repayments	-	-	-	-	-	-	-	-	-	-	607,164	-	-	-	-	607,164
Other	-	9,662	-	527,385	105,923	20,920	38,502	4,809	50,652	10,566	-	4,118	4,422	1,063	836	778,857
Reserve Transfers	2,922,830	-	12,750	-	-	200,000	-	-	-	150,000	-	-	-	10,500	-	3,296,080
Total Expenses	2,922,830	92,143	12,750	527,385	1,481,527	1,313,855	419,489	524,410	366,654	2,589,714	991,122	290,612	791,146	171,603	515,779	13,011,019
Net Levy	(8,038,506)	92,143	12,750	523,765	1,302,903	1,196,036	73,657	350,726	5,272	2,480,546	950,032	82,668	477,201	56,130	(6,520)	(441,197)

**TOWNSHIP OF WAINFLEET
2025 Q2 PROJECTED RESULTS BY OBJECT - (SURPLUS)/SHORTFALL**

Object	General Revenue	Council	Election	General Assistance	Admin	Fire	By-Law	Planning	Building & Septic	Public Works	Facilities	Cemetery	Recreation	Drainage	Library	Total
Taxation	(57,634)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(57,634)
User Fees	(8,507)	-	-	-	-	(6,866)	(49,362)	(9,898)	39,678	686	(1,090)	11,106	(49,134)	(88)	950	(72,526)
Grants	-	-	-	-	-	-	-	-	-	-	-	-	(2,174)	-	-	(2,174)
Other	63,478	-	-	(3,620)	(68,624)	8,047	3,200	3,664	-	(9,053)	-	-	(4,187)	(56,753)	(1,120)	(64,969)
Reserve Transfers	-	-	-	-	-	35,000	-	95,000	-	-	-	-	-	-	8,934	138,934
Total Revenues	(2,663)	-	-	(3,620)	(68,624)	36,181	(46,162)	88,766	39,678	(8,367)	(1,090)	11,106	(55,495)	(56,841)	8,764	(58,369)
Wages & Benefits	-	(164)	-	-	(52,003)	(292)	(8,266)	(9,160)	(3,006)	(78,574)	-	(6,685)	75,640	4,941	(10,303)	(87,873)
Training & Development	-	(2,190)	-	-	(2,547)	(4,008)	(1,670)	(1,660)	(1,109)	2,801	-	-	(3,735)	(1,050)	(593)	(15,761)
Legal & Professional Fees	-	(7,000)	-	-	(2,840)	(37,000)	456	(113,279)	(9,500)	(23,500)	-	-	(1,250)	(4,670)	(1,136)	(199,719)
Utilities	-	(425)	-	-	(1,605)	(6,220)	(398)	(153)	(474)	(6,155)	1,771	(184)	(7,626)	(1,179)	795	(21,852)
Contracted Services & Materials	-	-	-	-	(9,111)	(10,576)	(11,572)	(3,387)	(16,924)	177,848	-	(1,673)	10,030	(9,349)	(2,446)	122,840
Repairs & Maintenance	-	-	-	-	-	9,162	(2,232)	-	(1,996)	(57,613)	(33,413)	(5,989)	(16,390)	(4,953)	188	(113,235)
Insurance	-	-	-	-	(7,605)	(11,214)	-	-	-	(4,656)	-	3,429	(2,057)	-	(175)	(22,277)
Debt Repayments	-	-	-	-	-	-	-	-	-	-	0	-	-	-	-	0
Other	-	(2,938)	-	-	(28,777)	(2,080)	(1,172)	(3,241)	(1,398)	(434)	-	318	1,022	(4,637)	(1,614)	(44,952)
Reserve Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	-	(12,717)	-	-	(104,488)	(62,229)	(24,855)	(130,880)	(34,406)	9,718	(31,642)	(10,783)	55,634	(20,897)	(15,284)	(382,829)
Net Levy	(2,663)	(12,717)	-	(3,620)	(173,112)	(26,048)	(71,017)	(42,114)	5,272	1,350	(32,732)	323	139	(77,738)	(6,520)	(441,197)

TOWNSHIP OF WAINFLEET 2025 Q2 PROJECTED CAPITAL REPORT

Item	Project Title	Project Status	Total Revised Budget	Actual Spend To Date	Projected Spend To Year-End	Total Expected Spend	(Surplus)/ Shortfall
A.1	IT Improvements and Replacements	In-Progress	68,500	36,850	31,650	68,500	-
Total Administration			68,500	36,850	31,650	68,500	-
F.1	Firefighter Personal Protective Equipment	In-Progress	51,000	41,357	9,643	51,000	-
F.2	Fire and Rescue Equipment	In-Progress	55,000	35,585	19,415	55,000	-
F.3	Fire Protection	In-Progress	33,004	23,766	9,238	33,004	-
F.4	Fire Station 3 and 4 Improvements	In-Progress	175,000	55,574	60,000	115,574	(59,426)
Total Fire			314,004	156,282	98,296	254,578	(59,426)
PW.1	Large Culverts and Drain Works	In-Progress	869,000	71,533	797,467	869,000	-
PW.2	Road Rehabilitation	In-Progress	977,050	20,512	956,538	977,050	-
PW.3	Bridge Rehabilitation	In-Progress	383,500	38,512	344,988	383,500	-
PW.4	Annual Culvert Replacement	In-Progress	100,000	1,773	98,227	100,000	-
PW.5	Public Works Fleet and Equipment Replacement	In-Progress	1,257,500	17,595	1,239,905	1,257,500	-
PW.6	Annual Tree Planting	In-Progress	30,000	3,663	26,337	30,000	-
Total Public Works			3,617,050	153,589	3,463,461	3,617,050	-
BM.1	Building Maintenance	Completed	35,000	27,371		27,371	(7,629)
BM.2	Arena Parking Lot Expansion and Water Supply	In-Progress	190,000	8,593	181,407	190,000	-
BM.3	Recreation Complex Improvements	In-Progress	350,000	-	350,000	350,000	-
BM.4	Canada Post Renovation	In-Progress	70,000	72,721	65,000	137,721	67,721
Total Facilities			645,000	108,685	596,407	705,092	60,092
C.1	Storage Sheds	In-Progress	7,000	804	6,196	7,000	-
C.2	New Columbarium	In-Progress	123,000	8,086	114,914	123,000	-
C.3	Cemetery Fleet and Equipment Replacement	Completed	35,000	29,179		29,179	(5,821)
Total Cemetery			165,000	38,069	121,110	159,179	(5,821)
R.1	Recreation Fleet and Equipment Replacement	In-Progress	175,000	-	175,000	175,000	-
R.2	Ball Diamond Renovation	Cancelled	200,000	-		-	(200,000)
R.3	Arena Equipment Replacement	Completed	101,500	90,098		90,098	(11,402)
Total Recreation			476,500	90,098	175,000	265,098	(211,402)
Total Capital Requests			5,286,054	583,574	4,485,923	5,069,497	(216,557)

TOWNSHIP OF WAINFLEET
2025 Q2 PROJECTED RESERVE AND RESERVE FUNDS

Reserve	Balance December 31, 2024	Transfer to Reserve	Transfer from Reserve	Receipts	Interest	Capital Commitments	Unaudited Balance December 31, 2025
Working Funds	800,000	-	-	-	-	-	800,000
Rate Stabilization	1,383,238	-	(204,500)	-	-	-	1,178,738
Municipal Modernization	133,021	-	-	-	-	-	133,021
Insurance	174,447	-	-	-	-	-	174,447
Infrastructure Levy	1,895,729	1,621,985	-	-	-	(2,327,943)	1,189,771
Excavator	41,872	-	-	-	-	(37,500)	4,372
Drainage	53,100	10,500	-	-	-	-	63,600
Public Works (Equipment)	420,733	150,000	-	-	-	(550,000)	20,733
Public Works (Winter Control)	150,000	-	-	-	-	-	150,000
Emergency Reserve	100,000	-	-	-	-	-	100,000
Building Permit	(231,141)	-	(121,060)	-	-	-	(352,201)
Fire	229,066	200,000	(65,000)	-	-	(109,574)	254,492
Fire Points	80,685	-	-	-	-	-	80,685
Fire Donations Specific Purposes	3,936	-	-	-	-	-	3,936
Library	179,109	-	-	-	-	-	179,109
Library Donations Reserve	8,717	-	-	-	-	-	8,717
Election	37,585	12,750	-	-	-	-	50,335
Planning	200,000	-	(95,000)	-	-	-	105,000
By-Law	177,637	-	-	-	-	-	177,637
Council	26,319	-	-	-	-	-	26,319
General Reserve	260,090	-	-	-	-	(98,148)	161,942
Recreation Reserve	74,344	-	-	-	-	-	74,344
Capital WIP	36,590	-	-	-	-	-	36,590
Tree Reserve	569,601	-	-	-	-	(30,000)	539,601
Airport	10,757	-	-	-	-	-	10,757
Total Reserves	6,815,436	1,995,235	(485,560)	-	-	(3,153,165)	5,171,946
Development Charges (All Funds)	188,485	-	-	100,000	3,000	(25,000)	266,485
Canada Community Building Fund	-	-	-	225,550	-	(225,550)	-
Parkland	52,508	-	-	-	1,700	-	54,208
Total Reserve Funds	240,993	-	-	325,550	4,700	(250,550)	320,693
Total Reserves and Reserve Funds	7,056,429	1,995,235	(485,560)	325,550	4,700	(3,403,715)	5,492,639

TO: Mayor Grant & Members of Council

FROM: Mark Jemison, Drainage Superintendent

DATE OF MEETING: July 29, 2025

SUBJECT: Petition for Drainage Works, Homan Branch Collver Drain

RECOMMENDATION(S):

THAT Drainage Staff Report DSR-006/2025 respecting the Petition for Drainage Works, Homan Branch Collver Drain be received; and

THAT Council accept the Petition for Drainage Works and authorize staff to provide the petition to Headway Engineering, to be included in the Collver Drain Improvement project.

EXECUTIVE SUMMARY:

The Township has received a petition submitted under Section 4 of the Drainage Act to formalize a new branch municipal drain as part of the Collver Drain.

BACKGROUND:

Through Resolution No. C2021-166 Council appointed Headway Engineering to prepare Section 78 engineering reports for the Collver Drain and Shafley Road Drain. This appointment was in response to a request submitted by a landowner to update and improve the drains.

The site meeting with impacted property owners was held on November 20, 2019. Following survey and design work and meetings with impacted property owners, a preliminary meeting was held on July 9, 2025. Based on the needs of the watershed and the proposed design, an additional petition is required to maintain compliance with the Drainage Act.

OPTIONS/DISCUSSION:

1. Council accept the Petition for Drainage Works and authorize staff to prepare the necessary notices under the *Drainage Act* (Recommended).
2. Do not support the Petition for Drainage works (not recommended).

FINANCIAL CONSIDERATIONS:

The Township will be required to carry the costs of the project until the report is completed and the costs are allocated to the appropriate property owners per the Drainage Act.

Final actual costs to the Township will only be those assessed to the roads and lands of the Township identified in the report for any maintenance or improvements completed on the drain as outlined in the report. A Section 4 drain project is 100% billable and eligible for a grant from OMAFRA. Final costs to the Township would only be those assessed to the roads and lands of the Township, which are identified in the report, as per the Drainage Act R.S.O. 1990.

OTHERS CONSULTED:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Chief Administrative Officer | <input checked="" type="checkbox"/> Finance |
| <input checked="" type="checkbox"/> Clerks | <input checked="" type="checkbox"/> Communications |
| <input checked="" type="checkbox"/> Community & Development Services | <input checked="" type="checkbox"/> Operations |
| <input type="checkbox"/> Fire | <input type="checkbox"/> Other: |

ATTACHMENTS:

- 1) Petition for Drainage Works

Respectfully submitted by,

Approved by,

Mark Jemison
Drainage Superintendent

Mallory Luey
Chief Administrative Officer

APPENDIX "A"

This page has been intentionally left blank.

This form is to be used to petition municipal council for a new drainage works under the *Drainage Act*. It is not to be used to request the improvement or modification of an existing drainage works under the *Drainage Act*.

To: The Council of the Corporation of the Township _____ of Wainfleet

The area of land described below requires drainage (provide a description of the properties or the portions of properties that require drainage improvements)

Properties 12-183-01, 12-164-12179-15

Request for branch drain as part of the Culliver Drain - approximately 530m subsurface drain, as part of active Section 78 updates to the Shafely Road Drain and Culliver Drain.

In accordance with section 8(2) of the *Drainage Act*, the description of the area requiring drainage will be confirmed or modified by an engineer at the on-site meeting.

As owners of land within the above described area requiring drainage, we hereby petition council under subsection 4(1) of the *Drainage Act* for a drainage works. In accordance with sections 10(4), 43 and 59(1) of the *Drainage Act*, if names are withdrawn from the petition to the point that it is no longer a valid petition, we acknowledge responsibility for costs.

Purpose of the Petition (To be completed by one of the petitioners. Please type/print)

Contact Person (Last Name)		First Name	Telephone Number
Homan		John	259-697-4422 ext
Address			
Road/Street Number	Road/Street Name		
53758	Willford Rd		

Location of Project			
Lot	Concession	Municipality	Former Municipality (if applicable)
37	6	Wainfleet	

What work do you require? (Check all appropriate boxes)

- Construction of new open channel
- Construction of new tile drain
- Deepening or widening of existing watercourse (not currently a municipal drain)
- Enclosure of existing watercourse (not currently a municipal drain)
- Other (provide description ▼)

Name of water-course (if known) _____

Estimated length of project
530 m

General description of soils in the area _____

What is the purpose of the proposed work? (Check appropriate box)

- Tile drainage only
- Surface water drainage only
- Both

Petition filed this _____ day of _____, 20____

Name of Clerk (last, first, initial)

Christina Amber

Signature

Christina

- Your Municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copies of this page and continue to list them all.

Number	Property Description
1	Part Lot 37, concession 6
Ward or Geographic Township	Parcel Roll Number
Wainfleet	12-183-01

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership


Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
John Homan	
Name of Corporation	I have the authority to bind the Corporation.
Hinopa Ltd	Date (yyyy/mm/dd)
Position Title	2025/07/18
President	

Number	Property Description
2	Part Lot 37, concession 6
Ward or Geographic Township	Parcel Roll Number
Wainfleet	12-184

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership


Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
Jirk Homan		2025/07/18
Akke Homan		2025/07/18

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
Chrastina, Amber	
Name of Corporation	I have the authority to bind the Corporation.
Township of Wainfleet	Date (yyyy/mm/dd)
Position Title	2025/07/18
Clerk	

Check here if additional streets are amended Clerk initial: **AC**

Petitioners become financially responsible as soon as they sign a petition.

- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act, R.S.O. 1990, c. D. 17 s. 61 (1)*
- After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs. *Drainage Act R.S.O. 1990, c. D. 17 s. 65, 10(4)*
- After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in a share proportional to their assessments in the engineer's report. *Drainage Act, R.S.O. 1990, c. D. 17 s. 65*
- If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineering report, as amended in annual Drainage Act R.S.O. 1990, c. D. 17 s. 64

Notice of Collection of Personal Information

Any personal information collected on this form is collected under the authority of the Drainage Act, R.S.O. 1990, c. D. 17 and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to where the form is issued or a municipality immediately in response.

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and district address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copy(ies) of this page and continue to fill them all.

Number	Property Description
3	Part lot 36 concession 8
Word or Geographic Township	Parcel Roll Number
Wainfleet	12-179-15

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership


Sole Ownership

Owner Name (Last, First Name) (Type/Print) _____ Signature _____ Date (yyyy/mm/dd) _____

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print) _____ Signature _____ Date (yyyy/mm/dd) _____

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
John Horan	
Name of Corporation	I have the authority to bind the Corporation
Finbo Ltd	Date (yyyy/mm/dd)
Position Title	2025/07/18
President	

Number	Property Description
Word or Geographic Township	Parcel Roll Number

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print) _____ Signature _____ Date (yyyy/mm/dd) _____

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print) _____ Signature _____ Date (yyyy/mm/dd) _____

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
Chrastina, Amber	
Name of Corporation	I have the authority to bind the Corporation
Township of Wainfleet	Date (yyyy/mm/dd)
Position Title	2025/07/18
Clerk	

Check here if additional sheets are attached. Clerk Initial AC

- Petitioners become financially responsible as soon as they sign a petition.**
- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act, R.S.O. 1990, c. O. 17 s. 8(1)*
 - After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible to equal shares for the costs. *Drainage Act, R.S.O. 1990, c. O. 17 s. 10(4)*
 - After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs, in shares proportional to their assessment in the engineer's report. *Drainage Act, R.S.O. 1990, c. O. 17 s. 43*
 - If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as provided in appeal. *Drainage Act, R.S.O. 1990, c. O. 17 s. 61*

Notice of Collection of Personal Information
 Any personal information collected on this form is collected under the authority of the *Privacy Act, R.S.O. 1990, c. O. 17* and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to: where the form is addressed to a municipality (municipality to complete)

FIRE STAFF REPORT

FSR-004/2025

TO: Mayor Grant & Members of Council
FROM: M. Alcock, Fire Chief/CEMC
DATE OF MEETING: July 29, 2025
SUBJECT: 2025 Q1 & Q2 Fire & Emergency Services Update

RECOMMENDATION(S):

THAT Fire Staff Report FSR-004/2025 respecting the 2025 Biannual Fire & Emergency Services Review be received for information.

EXECUTIVE SUMMARY:

This report includes a summary of Fire Department activity within the Township of Wainfleet for the first and second quarters of 2025 (January - June).

ADMINISTRATION

Health & Safety

The Joint Health & Committee met on January 8th and April 9th, 2025. Facilities, apparatus, equipment, training & operations were discussed with the members of the committee.

Awards, Recognition & Promotions

On March 23, 2025, the probationary class of 2024 celebrated their graduation and were presented with their helmets and badges and a certificate of promotion to 3rd class firefighter.



Recruitment

The probationary class of 2025 began their recruit training program (RTP) on January 17, 2025. This marked the beginning of a 6-month program that includes Red Cross First Aid, CPR/AED certifications, mental health and resiliency training, as well as all skills and subjects as required for NFPA 1001 Firefighter level 1 & 2.

Topics included but were not limited to, Fire Behaviour, Firefighter Survival, Search and Rescue, Fire Suppression, Auto Extrication, Public Education and Pre-Incident Planning.



On June 28, 2025, the probationary class of 2025 completed the Ontario Fire College Academic Standards and Evaluation certification exams for NFPA 1001 Firefighter level 1 & 2. This concludes the formal teaching portion of the Recruit Program and on June 30, 2025 they were issued pagers and bunker gear.

The remaining portion of the recruit probationary period is under way with recruits performing regular duties, attending weekly training and responding to emergency incidents with existing crews.

FIRE PREVENTION & PUBLIC EDUCATION

PUBLIC EDUCATION

January 27, 2025 – Junior Kindergarten tour of Central Fire Station

February 12, 2025 – BIC Boys Brigade tour of Central Fire Station

March 5, 2025 – Township Staff First Aid Training at Central Fire Station

April 9, 2025 – Marshville School Career Day

April 23, 2025 – Wainfleet Open House – Arena

April 26, 2025 – Ben Berg’s Anniversary Open House

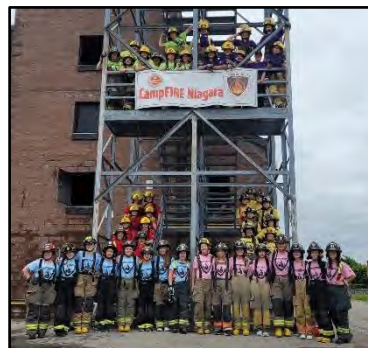
April 29 – May 2, 2025 – Niagara Kids Water Festival

May 29-31, 2025 – CampFire (formerly known as Camp Molly)

June 5, 2025 – Marshville School Fun Day

June 7, 2025 – Free Public CPR Training

June 12, 2025 - Senior Open House at Wainfleet Library



FIRE PREVENTION, INSPECTIONS, ENFORCEMENT, INVESTIGATIONS

Date	Property Type	Reason
Jan. 20, 2025	Institutional	Fire Safety Plan Review X 2
Jan. 27, 2025	Residential	STR Licence Inspection
Jan. 27, 2025	Residential	STR Licence Inspection
Feb. 6, 2025	Institutional	Request – 2 Site Inspections
Feb. 6, 2025	Residential	Request
Feb. 6, 2025	Multi-Unit Residential	Repeat Inspection with CBO
Feb. 11, 2025	Institutional	Request – 2 Site Inspections
Feb. 19, 2025	Residential	STR Licence Inspection
Feb. 26, 2025	Commercial	Liquor Licence Review
Feb. 26, 2025	Residential	STR Licence Inspection
Mar. 4, 2025	Commercial	Repeat/Follow Up Inspection
Mar. 17, 2025	Multi-Unit Residential	STR Licence Inspection X 7
Mar. 21, 2025	Residential	STR Licence Inspection
Mar. 24, 2025	Residential	STR Licence Inspection
Mar. 24, 2025	Multi-Unit Residential	Repeat Inspection with CBO
Mar. 31, 2025	Residential	STR Licence Inspection
Apr. 8, 2025	Residential	Request
Apr. 11, 2025	Residential	STR Licence Inspection
Apr. 15, 2025	Residential	STR Licence Inspection
May 1, 2025	Multi-Unit Residential	STR Licence Inspection X 5
May 6, 2025	Residential	Request – CO Alarm Inspection
May 14, 2025	Multi-Unit Residential	STR Licence Inspection X 2
May 20, 2025	Residential	STR Licence Inspection
May 20, 2025	Commercial	Repeat/Follow Up Inspection
May 22, 2025	Residential	STR Licence Inspection
Jun. 2, 2025	Residential	Request – Smoke/CO Alarm Inspection
Jun. 5, 2025	Residential	STR Licence Inspection
Jun. 6, 2025	Multi-Unit Residential	STR Licence Inspection X 2
Jun. 6, 2025	Residential	STR Licence Inspection
Jun. 13, 2025	Multi-Unit Residential	STR Licence Inspection X 7
Jun. 17, 2025	Commercial	Repeat/Follow Up Inspection
Jun. 25, 2025	Residential	STR Licence Inspection
Jun 27, 2025	Commercial	Repeat/Follow Up Inspection

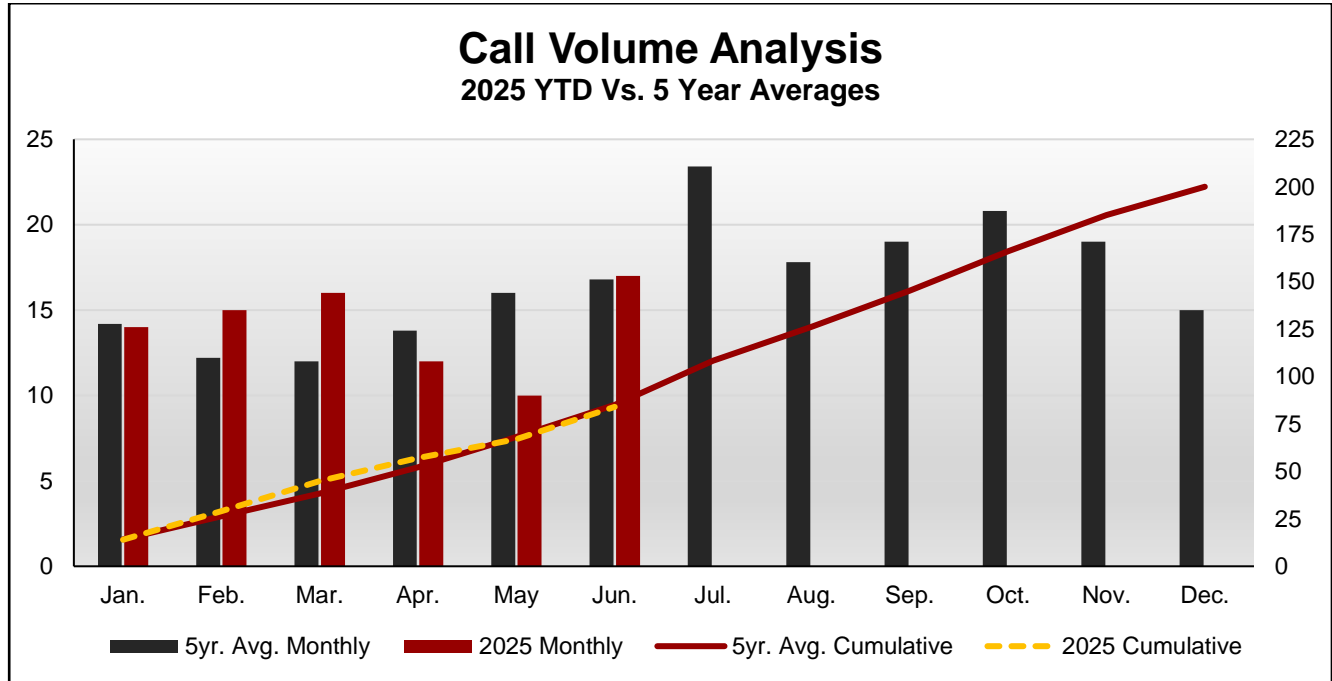
OPERATIONS

2025 MONTHLY INCIDENTS BY TYPE													
Determinant Group	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Burning Complaint			1										1
Carbon Monoxide	2	2	2										6
Emergency Assistance			1			1							2
Grass/Tree/Brush Fire			3	2		2							7
Hazardous Materials													0
Medical Assistance	3	6	1	3	1	8							22
Motor Vehicle Collision	5	6	2	2	7	2							24
Non-Emergency Assistance						1							1
Non-Emergency Medical	1												1
Other Fire													0
Preliminary Assignment		1		1									2
Remote Alarm	1		2		1	1							5
Rescue													0
Structure Fire	1		3	1	1	1							7
Unknown 911													0
Vehicle Fire			1										1
Water Rescue				1		1							2
Mutual/Automatic Aid	1			2									3
2025 TOTAL	14	15	16	12	10	17							84



Tracking Emergency Response data and comparing to a historical average (5 years) assists with identifying priorities for public education and personnel training topics.

The table below indicates that by the end of Q2, calls for service were trending to be in-line with the past 5-year average.



Automatic and Mutual Aid

Date	Mutual Aid Received/Provided	Municipality	Reason
January 22, 2025	Provided	Haldimand County	Barn Fire
April 17, 2025	Provided	Welland	Grass Fire
April 30, 2025	Provided	Port Colborne	Structure Fire

Niagara Region originally placed a weight restriction on the bridge that crosses Oswego Creek on Regional Road 45. This weight restriction impacted emergency service vehicles and a “Modified Mutual Aid” plan was put in place with Haldimand County to address those impacts.

On January 24, 2023, Niagara Region fully closed the bridge to a vehicular traffic, including emergency vehicles, further reinforcing the need for the plan. This closure remains in effect to date.

Should WFES be called to any property impacted by the closure, Dispatch will automatically notify Haldimand County, who will provide a Pumper and a Tanker from Station 6 (Canborough) and a Tanker from Station 9 (Dunville)

Fire Underwriters Survey (FUS) Update

The Dwelling Protection Grade (DPG) system, developed by Fire Underwriters Survey (FUS), evaluates the level of fire protection available for detached residential dwellings. It considers fire department capabilities, water supply (hydrants or tanker shuttle), and emergency communications. The DPG ratings range from:

DPG	Water Supply	Apparatus	Firefighters
1	Municipal Water Supply System	One Pumper within 8km by road	- 3 on duty career firefighters - 1 on-call officer
2	Municipal Water Supply System	One Pumper within 8km by road	- 1 on duty career firefighter - 1 on-call officer - 15 on-call auxiliary "Volunteer" firefighters
3A	Municipal Water Supply System	One Pumper within 8km by road	15 on-call auxiliary "Volunteer" firefighters
3B(S)	Alternative Water Supply with "Superior" Tanker Shuttle Service Accredited	One Pumper and sufficient tankers to supply 200gpm for two hours, within 8km by road and within 5km from a water supply point	15 on-call auxiliary "Volunteer" firefighters
3B	Alternative Water Supply with Standard Tanker Shuttle Operations	One Pumper and one Tanker with a combined capacity of 1500 imp. gal. within 8km by road and within 5km of a water supply point	15 on-call auxiliary "Volunteer" firefighters
4	Limited Protection	One Pumper and one Tanker with a combined capacity of 1500 imp. gal. within 8km by road	15 on-call auxiliary "Volunteer" firefighters
5	Unprotected	Unprotected	Unprotected

In 2018, FUS provided the following grading:

District/Station	Grade	Comments
Station 1 - Winger	4	Limited Protection
Station 2 - Wainfleet	5	Unprotected
Station 3 - Burnaby	4	Limited Protection
Station 4 - Wellandport	4	Limited Protection
Rest	5	Unprotected



In 2022, following the replacement of Engine 3, FUS provided the following grading:

District/Station	Grade	Comments
Station 1 - Winger	4	Limited Protection
Station 2 - Wainfleet	5	Unprotected
Station 3 - Burnaby	3B	Fire Hall Protected
Station 4 - Wellandport	4	Limited Protection
Rest	5	Unprotected



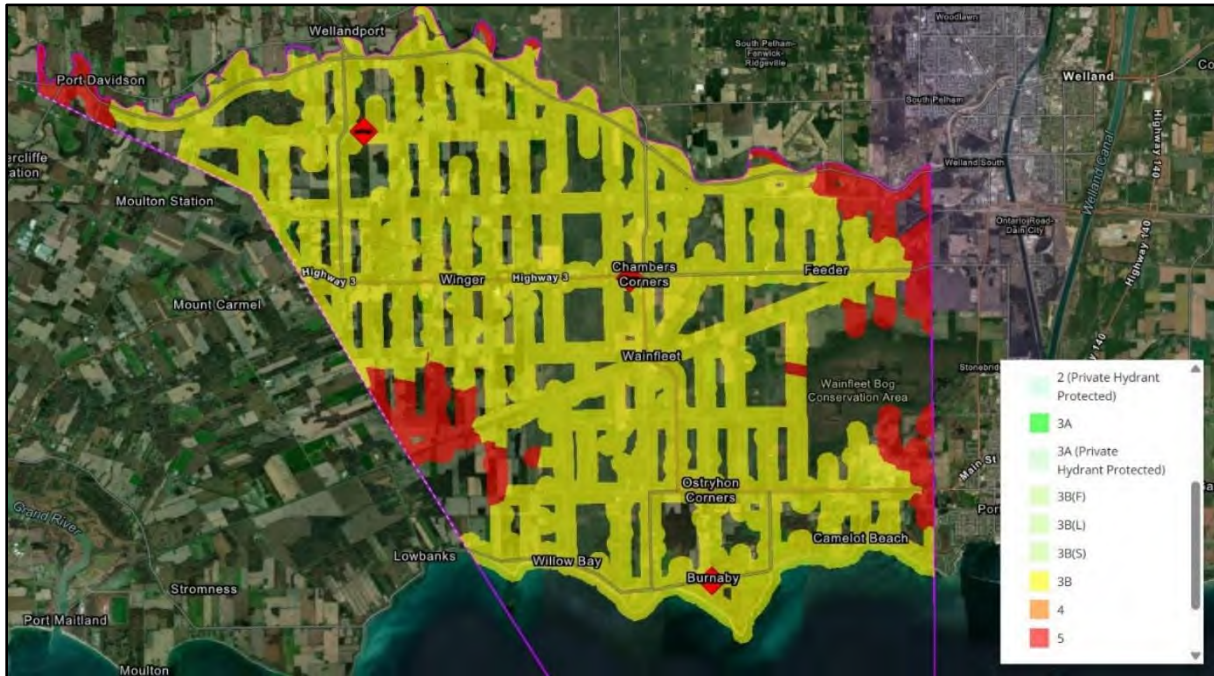
In 2024, with the opening of central station, FUS provided the following grading:

District/Station	Grade	Comments
Central Station	3B	Fire Hall Protected
Station 3 - Burnaby	3B	Fire Hall Protected
Station 4 - Wellandport	4	Limited Protection
Rest	5	Unprotected



In January 2025, with the addition of the new recruit class Station 4 (Wellandport) now had 15 firefighters on the roster. This resulted in Station4 meeting all three requirements of a recognized station and in May of 2025 FUS provided the following grading:

District/Station	Grade	Comments
Central Station	3B	Fire Hall Protected
Station 3 - Burnaby	3B	Fire Hall Protected
Station 4 - Wellandport	3B	Fire Hall Protected
Rest	5	Unprotected



Insurance Impact

Residential property owners may see changes in their insurance premiums depending on their property’s location and the assigned DPG. Improved ratings generally offer premium reductions especially in hydrant or certified shuttle areas.

Residents are encouraged to contact their insurance provider to determine if there are any impacts or changes available to their premiums.

Public Communication

Public information via social media will be prepared to help residents understand the DPG and its relevance to home insurance. Residents will be encouraged to contact their insurers regarding how the updated DPG may affect them.

Next Steps

- **Internal Review:** Staff will review the various FUS requirements, MFP and Operational Review recommendations, Community Risk Assessment hazards and conduct a gap analysis to identify service improvement opportunities.
- **Operational Planning:** Potential service improvements will be evaluated and incorporated into the new Master Fire Plan for both short and long-term strategic and capital planning.
- **Strategic Investments:** Once completed, areas aligning with the new Master Fire Plan will be prioritized for future capital and service enhancements.
- **Superior Tanker Shuttle Accreditation:** With the addition of Engine 2 in 2024, WFES now has three tankers that can be used for accreditation. Initial trials conducted during training has indicated that Superior Tanker Shuttle Accreditation is achievable with our own resources. Staff will continue training in rural water supply operations and work with FUS to arrange for evaluation in Q3-Q4 of 2025, with the intent to have all areas within 8km of a fire station and within 5km of an approved water supply point have a 3B(S) rating.
- **Development Infrastructure:** WFES personnel continue to work with planning staff during the review and approval phases of all new multi-unit developments. Many of these projects have or will include impounded water for firefighting purposes. FUS can provide all properties within 600m of these water supply points a 3B(L) rating due to all WFES Engines being equipped with 365m (1200') of Large Diameter Supply Hose (LDH) and operational procedures for relay pumping.

The updated Dwelling Protection Grade (DPG) reflects the current state of residential fire protection services in the Township of Wainfleet. The results align with many of the strategic goals outlined in the previous Master Fire Plan. FUS provides a useful framework for evaluating current performance and guiding future investments in fire protection infrastructure, training, and equipment. Staff will continue to explore opportunities to improve service delivery and fire risk reduction across the municipality.

APPARATUS & EQUIPMENT

Apparatus

On June 18th, 2025, Berg Equipment provided WFES with a new Kubota RTV. This is a continuation of the partnership that was established in 2019. The new unit has been equipped with department owned fire suppression and patient transport skid unit and tracks.



Equipment

As part of the annual equipment replacement program, the following items have been purchased for the department:

- ✓ Two, Scott V320 thermal imaging cameras
- ✓ Eight, portable radios (providing one for ever seat in the apparatus)
- ✓ Twelve, 45mm fire hose (full spare set of preconnected attack lines)
- ✓ Two, 300' low angle rescue ropes
- ✓ Three, 300' water rescue ropes
- ✓ One, float kit for the stokes basket
- ✓ One, Clickshare Video Conferencing hub
- ✓ One, Tailgate Salt/Sand spreader for Squad 2
- ✓ Two, Portable drop tanks for tanker shuttle accreditation

Personnel have identified priorities for the remainder of the 2025 budget and will work with suppliers to complete the projects while minimizing any potential impacts of the tariffs.




Fire Protection Grant

In Q3/4 of 2024, the Solicitor General through the Office of the Fire Marshal opened up a Fire Protection Grant specifically for the purposes of cancer reduction equipment and strategies. Staff submitted a grant application and was awarded +/- \$33,000.00. With these funds, staff were able to purchase additional SCBA soft goods, SCBA regulators, Particulate blocking hoods, and Helmet soft goods, to simplify post fire cleaning of PPE and SCBA. Detergent injection systems were also installed on both bunker gear extractors, reducing waste and ensuring the appropriate amount of detergent is used in accordance with NFPA and manufacturers instructions. Staff were also able to purchase the equipment required to assemble station decontamination kits that provide all the necessary equipment for firefighters to safely conduct decontamination procedures at the stations. Additionally, various items required for firefighter rehabilitation were purchased for the Incident Support Unit.



FACILITIES

During the 2025 Capital Budget deliberations, Council approved \$175,000.00 for the provision of additional space at Fire Stations 3 & 4, to be used for bunker gear storage, office space, meeting/stand-by room with kitchenette and lockers. Staff reviewed three options:

<p>1</p>	<p>Shipping Containers</p> <ul style="list-style-type: none"> • 8'x40' - 320sq.ft. • Modified with insulation, lighting, HVAC, doors and windows. • Not CSA approved • Not compliant with Ontario Building Code. 	
<p>2</p>	<p>Mobile Office Trailers</p> <ul style="list-style-type: none"> • 10'x40' - 400sq.ft • CSA approved • Complete with electrical, lighting & HVAC 	
<p>3</p>	<p>Portable Classrooms</p> <ul style="list-style-type: none"> • 24'x32' - 768sq.ft. • CSA Approved • Complete with electrical, lighting & HVAC 	

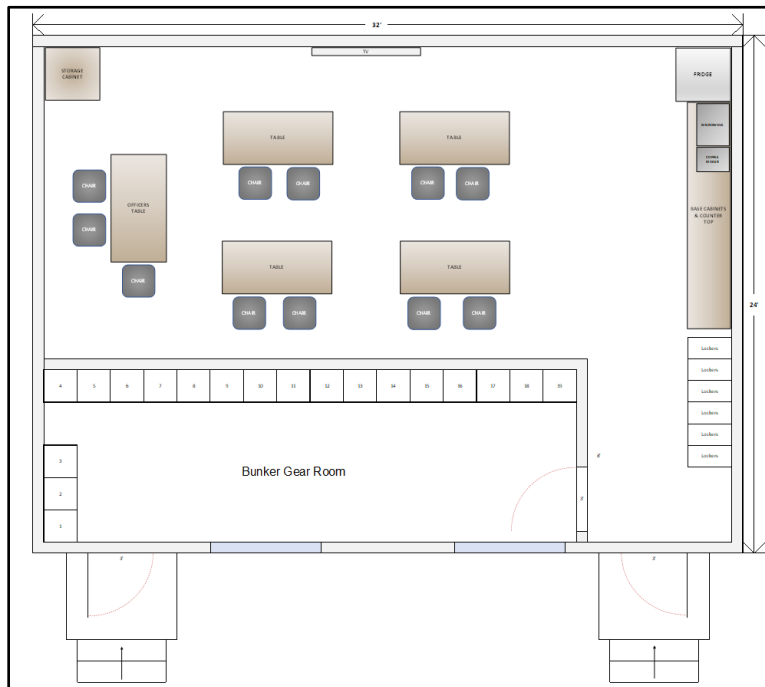
In consultation with the building department, it was determined that the portable classrooms would be the best solution for our needs as shipping containers were unable to be inspected or certified, and officer trailers are not meant for longer term solutions. Additionally, should new stations be constructed, these units would remain an asset of the township which could then be moved to the western portion of the Central Station property to be used as the training buildings. These would be non-live fire training units (as requested by Council) to be used for residential search, hose advancement and firefighter rescue.

Staff contacted several area school boards and suppliers, including the District School Board of Niagara (DSBN) to enquire if they were disposing of any used units. DSBN presented two identical 24'x32' units and offered them to the Township for only the cost of removing them from their location and any site restoration costs required due to the removal. Additionally, Niagara Safety Village donated used training tables to be used at each location.

Staff received quotes from companies that specialize in the transport and placement of these units and determined that the DSBN units are the most cost-effective option that provide a suitable short-term solution.

The units were delivered, placed and secured on June 10th and 11th. Electrical connections were completed on June 25th and 26th. Items remaining to be completed are, perimeter skirting, painting to match the existing stations, eavestrough, entryway landings and stairs, lighting, back-up power, alarm and access system integration, HVAC commissioning, as well as installing interior furniture, fixtures and equipment.

Floor Plan



Station 3 – Burnaby



Station 4 – Wellandport



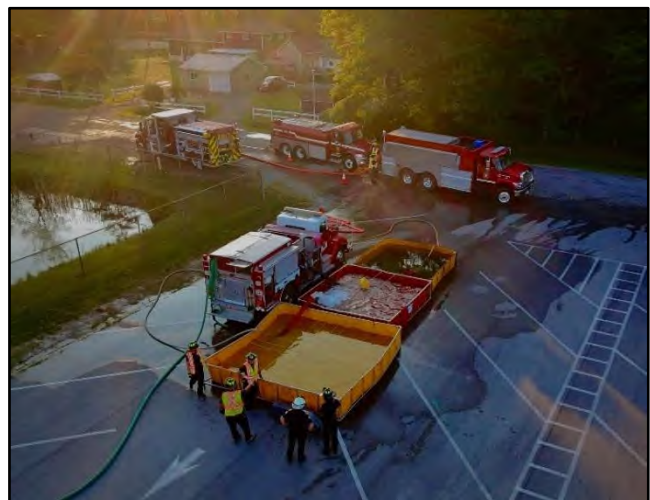
TRAINING & CERTIFICATION

Regular/Weekly Training

Personnel continue to conduct weekly training utilizing various facilities, and props available to the department. Suitable training facilities continue to be necessary requirement and personnel continue to find creative solutions until a centralized facility can be provided.

Below is a list of topics covered during Q1 & Q2 of 2025.

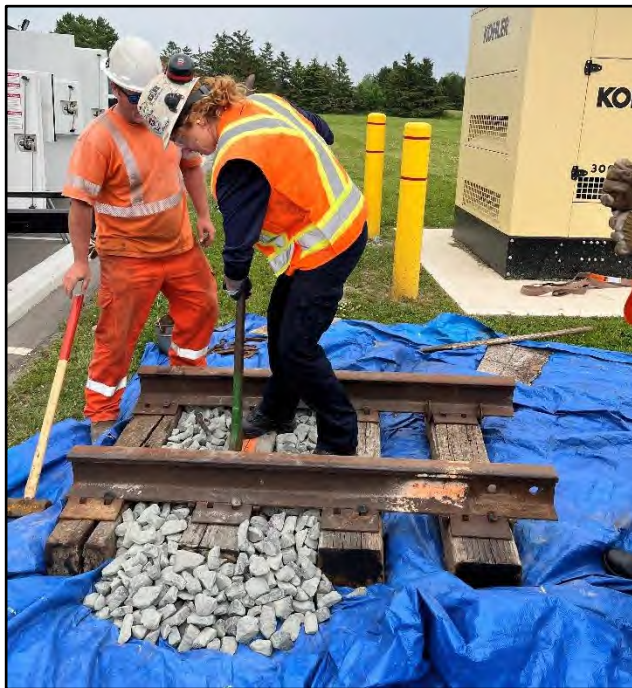
Lead Topic	Sub-Topics and Description
Medical Response	Niagara Medical director protocols, CPR, AED, First Aid
Personal Protective Equipment	Use, Inspection, Testing, Care, & Maintenance
Respiratory Protection	Annual Respirator Fit Testing, Use, Inspection, Testing, Care, & Maintenance
Health & Wellness	Mental Health & Wellness program review and resiliency refresher
Fire Ground Operations	Forcible Entry, Tactical Ventilation, Saw Operations, Radio Communications
Rural Water Supply Operations	Water Source/Fill Site Inspections, set up & Operations Dump site set up and operations, Tanker Shuttle operations Relay pumping operations



NFPA Training & Certification

In addition to the weekly training WFES had several members complete various other NFPA and Ontario Fire College programs in preparation for the mandatory certification that is required to be completed by June of 2026 and 2028.

Course Description	Number of Students
NFPA 1006 - Common Passenger Vehicle Auto Extrication	3
NFPA 1006 - Surface/Ice/Swift Water Rescue Awareness	9
NFPA 1027 - Hazardous Materials Awareness	2
NFPA 1035 - Public Information Officer	2
NFPA 1035 - Fire Life Safety Educator Level 2	1
NFPA 1041 - Fire Service Instructor Level 1	15
OFC – Legislation	1
OFC - Fire Code Part 2 & 6	2
OFC - Fire Code Part 9	1



PRIORITIES

The priorities for the remainder of 2025 include:

- Develop Public Education Team and deployment program
- Begin proactive smoke alarm inspection program on all residences built 10+ years ago
- Conduct NFPA 1002 Pump Operations Course
- Conduct NFPA 1072 Hazardous Material Awareness & Operations Course
- Conduct NFPA 1021 Fire Officer Level 1 Course
- Host OFC/AS&E NFPA Certification Exams
- Complete Superior Tanker Shuttle Accreditation Evaluation
- Continue work on 2025 Capital projects
- Continue work on Station 3 & 4 portable
- Continue work on Community Risk Assessment and Master Fire Plan

OPTIONS/DISCUSSION:

None.

FINANCIAL CONSIDERATIONS:

None.

OTHERS CONSULTED:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Chief Administrative Officer | <input checked="" type="checkbox"/> Finance |
| <input checked="" type="checkbox"/> Clerks | <input type="checkbox"/> Communications |
| <input checked="" type="checkbox"/> Community & Dev. Services | <input checked="" type="checkbox"/> Operations |
| <input type="checkbox"/> Fire | <input type="checkbox"/> Other: |

ATTACHMENTS:

None.

Respectfully submitted by,

Approved by,

Morgan Alcock
Fire Chief/CEMC

Mallory Luey
Chief Administrative Officer

TO: Mayor Grant & Members of Council
FROM: Sarah Ivins, Planner
DATE OF MEETING: July 29, 2025
SUBJECT: Zoning By-law Amendment File No. Z04/2025W
40132 Port Colborne Wainfleet Townline Road North

RECOMMENDATION(S):

THAT Planning Staff Report PSR-007/2025 be received; and

THAT Zoning By-law Amendment application Z04/2025W, to pass a temporary use by-law for a period of ten years to permit a garden suite for lands known municipally as 40132 Port Colborne Wainfleet Townline Road North, be approved for the reasons outlined in this report; and

THAT the application be deemed to be consistent with the Provincial Planning Statement (2024) and conform with the Niagara Official Plan and Township of Wainfleet Official Plan; and

THAT the Zoning By-law Amendment attached as Appendix “C” be adopted; and

THAT the Mayor and Clerk be authorized to execute a Garden Suite Agreement.

EXECUTIVE SUMMARY:

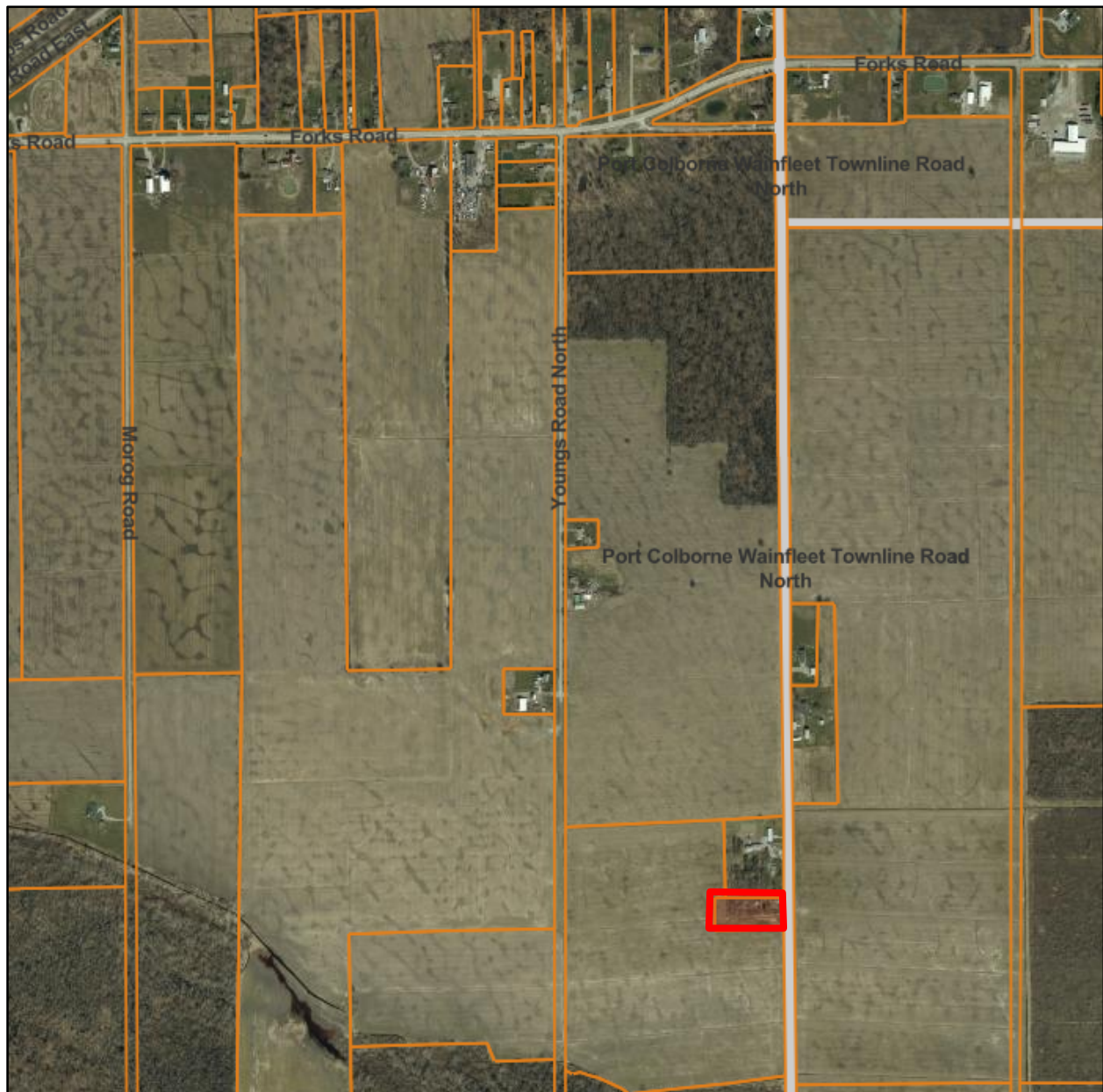
The purpose of this report is to provide Council with a recommendation regarding a temporary use by-law application (a type of zoning by-law amendment) filed by Ken Leslie on behalf of Joseph Mastroianni & Kristen Leslie-Mastroianni for lands known municipally as 40132 Port Colborne Wainfleet Townline Road North.

The zoning by-law amendment proposes to rezone the subject lands to a temporary site-specific Agricultural – A2-84 zone to permit a garden suite for a period of 10 years. Staff are of the opinion that the application is consistent with Provincial, Regional and Township planning policy and recommend that the application be approved.

BACKGROUND:

The subject lands are located on the west side of Port Colborne Wainfleet Townline Road North, south of Forks Road, and are known municipally as 40132 Port Colborne Wainfleet Townline Road North. The subject lands are approximately 2 acres in area and contain a single detached dwelling and an accessory building, as presented in Figure 1. The surrounding land uses include residential and agricultural.

Figure 1 – Subject Lands

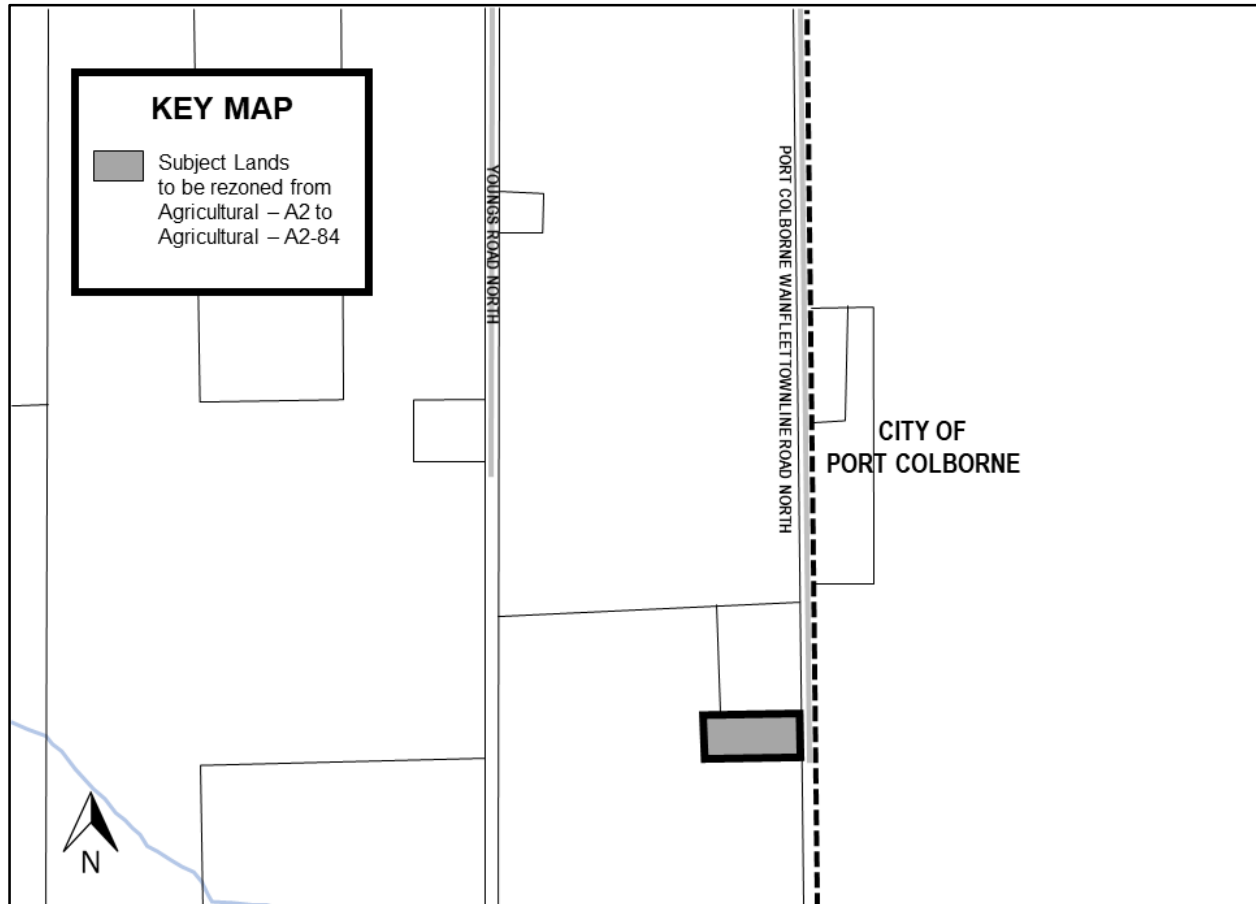


The subject lands are designated as Prime Agricultural Area in the Niagara Official Plan, designated as Agricultural Area under the Township's Official Plan and zoned Agricultural – A2 under Zoning By-law 034-2014.

The application proposes to amend Zoning By-law 034-214 to rezone the subject lands to a temporary site-specific Agricultural – A2-84 zone to permit a garden suite for a period of 10 years. A garden suite is defined as a *“one-unit detached residential structure containing bathroom and kitchen facilities that is ancillary to an existing residential structure and that is designed to be portable”*. Policies were introduced to allow garden suites to provide a temporary housing option that supports changing demographics, allows for aging in place and provides opportunities for affordable

accommodation. The applicants are proposing a garden suite to provide accommodation for Ken & Rachel Leslie, parents of Kristen Mastroianni-Leslie.

Figure 2 – Zoning By-law Amendment Map



On May 27, 2025 the applicants filed the zoning by-law amendment application along with the following materials:

1. Cover Letter prepared by Ken & Rachel Leslie (undated);
2. Mobile Home Details prepared by Northlander Industries (undated);
3. Site Plan & Grading Plan prepared by Chambers & Associates Surveying Ltd. (dated April 22, 2025).

The application was declared complete and a notice of complete application and public meeting was given on May 28, 2025. On July 8, 2025 a public meeting regarding the application was held and an information report was presented to Council. The draft minutes of the public meeting are attached as Appendix "B".

OPTIONS/DISCUSSION:

Planning Act, R.S.O. 1990, c.P.13

Section 2 of the *Planning Act* addresses matters of Provincial interest and requires local planning authorities to have regard to, among other matters:

- a) the protection of ecological systems, including natural areas, features and functions;
- b) the protection of the agricultural resources of the Province;
- c) the conservation and management of natural resources and the mineral resource base;
- d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;
- e) the supply, efficient use and conservation of energy and water;
- f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- g) the minimization of waste;
- h) the orderly development of safe and healthy communities;
- h.1) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;
- i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;
- j) the adequate provision of a full range of housing, including affordable housing;
- k) the adequate provision of employment opportunities;
- l) the protection of the financial and economic well-being of the Province and its municipalities;
- m) the co-ordination of planning activities of public bodies;
- n) the resolution of planning conflicts involving public and private interests;
- o) the protection of public health and safety;
- p) the appropriate location of growth and development;
- q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- r) the promotion of built form that,
 - i. is well-designed,
 - ii. encourages a sense of place, and
 - iii. provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.

The location of the proposed garden suite is appropriate based on the context of the subject lands and does not impact the adjacent agricultural operations. The proposed garden suite provides an additional residential unit for the parents of the applicants and can be appropriately serviced with water and septic.

Considering the requested zoning provisions and the surrounding land uses, Planning staff are of the opinion that the proposed zoning by-law amendment maintains the Provincial interest described under Section 2 of the *Planning Act*.

Section 39.1 of the *Planning Act* states that a municipality may require the owner of a garden suite to enter into an agreement with the municipality dealing with such matters related to the temporary use of the garden suite. As such, staff have recommended that Council authorize the Mayor and Clerk to execute a garden suite agreement for this application. The garden suite agreement will contain provisions which:

- outline when and how the garden suite is to be removed (e.g. upon expiry of the temporary use by-law or prior to the sale of the property);
- require that the garden suite be connected to appropriate services, including a potable water source, septic system and hydro; and
- require that the garden suite be appropriately maintained and repaired to keep it in a suitable condition for human habitation.

The garden suite agreement will be prepared by staff and reviewed by the Township solicitor prior to providing a copy to the applicant for execution. The executed agreement will be registered on title to the subject lands.

Provincial Planning Statement, 2024

The Provincial Planning Statement (PPS) provides overall policy direction on matters of Provincial interest relating to land use planning and development. The PPS provides for appropriate development while protecting resources of Provincial interest, public health and safety and the quality of the natural and built environment. Any decision on planning matters shall be consistent with the policies of the PPS.

The subject lands are designated as being within a prime agricultural area, which shall be protected for long-term use for agriculture. Permitted uses within prime agricultural areas include agricultural uses, agriculture-related uses and on-farm diversified uses. Polices also permit additional residential units on lots within the prime agricultural area where an existing residential dwelling is permitted provided that it complies with the minimum distance separation formulae, is compatible with, and would not hinder, surrounding agricultural operations, has appropriate sewage and water services, address any public health and safety concerns, is of limited scale and are located within, attached, or close to the principle dwelling or farm cluster and minimizes land taken out of agricultural production.

The subject property contains a single detached dwelling on an existing lot of record, and the proposed garden suite will be accessory to the dwelling. Staff completed a review of the surrounding area and completed MDS I calculations for identified livestock operations, and the proposed garden suite is located well outside of the required setbacks. The proposed location of the garden suite does not impact the adjacent agricultural operations and can be appropriately serviced with water and septic services.

The proposed zoning by-law amendment is consistent with the PPS.

Niagara Official Plan

As of March 31, 2025, the Niagara Region became an upper-tier municipality without planning authority. This means that Niagara Region will no longer be responsible for setting long-term planning policies through an official plan and will no longer be the approval authority for the Township's Official Plan and amendments to it. However, the existing Niagara Official Plan (NOP) is now deemed to be a part of the Township's Official Plan, and development proposals must conform to the policies of the NOP.

The subject lands are designated as Prime Agricultural Area in the NOP. Prime Agricultural Areas are to be protected for the long-term for agricultural uses, agricultural-

related uses and on-farm diversified uses. The subject lands contain an existing single detached dwelling on a lot of record, and the proposed garden suite will be accessory to the single detached dwelling. The proposed garden suite will be serviced by an appropriate septic system, its location will have no impact on the adjacent agricultural lands, and its location complies with the Minimum Distance Separation (MDS) formulae for surrounding livestock operations.

The proposed zoning by-law amendment conforms with the NOP.

Niagara Peninsula Conservation Authority Regulated Lands

The Niagara Peninsula Conservation Authority (NPCA) is responsible for the review of planning applications that have environmental impacts on natural environment hazards and/or natural heritage features such as valleylands and wetlands.

The NPCA's Regulation Mapping shows that the subject lands are impacted by the spill area for the floodplain of Biederman Drain. Spills would only occur during periods of very high flow rates of a 100-year storm, and the volume and depth of a spill are dependent on localized factors. NPCA policies require mitigation measures for developing within a spill area to ensure the protection of life and property in the event of a natural hazard. The spill area elevation for this area of the Biederman Drain is 175 CGVD2013. The applicant has submitted a Site Plan & Grading Plan prepared by Chambers & Associates Surveying Ltd. (dated April 22, 2025), which identifies that the location of the garden suite has an elevation of 174.6 CGVD2013. The proposed garden suite will be placed on a gravel pad with the finished floor foundation approximately thirty-six inches above the existing grade. As such, the proposed garden suite will sit above the spill area elevation and there are no concerns with respect to the safety of life and property.

Township of Wainfleet Official Plan

The subject lands are designated as Agricultural Area in the Township's Official Plan (OP). Permitted uses within the Agricultural Area designation include agricultural uses, accessory value retention agriculture uses, one single detached dwelling or secondary suite, group homes, conservation uses, public trail systems, agri-tourism uses unrelated to agriculture, value-added production uses, value-added support uses, linear infrastructure and wells for natural gas extraction. Permitted secondary uses include home occupation, home industry, bed and breakfast, help house, garden suites, agri-tourism uses related to agriculture and value-added marketing uses.

The proposed garden suite is permitted for the subject lands. Official plan policies do not provide much direction for garden suites, relying instead on the implementing zoning by-law to provide requirements for setback, lot coverage, height and parking. Official plan policies do require new dwelling units to be serviced with sustainable private services and comply with the Minimum Distance Separation (MDS) formulae. As discussed above, the proposed garden suite is located outside of the MDS I setbacks for livestock operations in the area and can be appropriately serviced with water and septic.

The proposed zoning by-law amendment conforms with the OP.

Township of Wainfleet Zoning By-law 034-2014

The subject lands are zoned Agricultural – A2 under Zoning By-law 034-2014. Permitted uses within the Agricultural – A2 zone include agricultural uses, intensive animal operation, single detached dwelling, one farm help house, kennel, conservation uses, greenhouse, group home, cannabis production facility and garden suite. Permitted accessory uses include accessory agricultural activities, secondary suite, value-added production uses, value-added marketing uses, home occupation, home industry, agri-tourism uses related to agriculture and bed and breakfast.

The following zoning provisions apply to a garden suite:

Accessory Building Within the Agricultural – A2 zone

	Required	Proposed	Comments
Max. Accessory Building Lot Coverage	4%	1.56%	Complies
Max. Overall Lot Coverage	10%	3.8%	Complies
Min. Front Yard	12m	49.86m	Complies
Min. Exterior Side Yard	12m	N/a	N/a
Min. Interior Side Yard	2m	34.47m (North) 8.5m (South)	Complies
Min. Rear Yard	2m	54.01m	Complies
Max. Height	8m	4.5m	Complies

The proposed garden suite complies with the accessory building provisions in Table 2 of the Zoning By-law. In addition to the requirements above, Section 6.2.2.8 of the Zoning By-law provides the following additional provisions for garden suites:

Provision	Comments
a) Initial permission for a garden suite shall be for no longer than ten (10) years, calculated from the date of the passing of the temporary use by-law, with extensions permitted on a five (5) year basis to a maximum of twenty (20) years;	The proposed zoning by-law amendment attached as Appendix “C” permits the garden suite use for 10 years. The applicant will be required to apply for extensions should the garden suite still be required upon expiry of the by-law.
b) Where a garden suite is to be permitted, an implementing development agreement is required, dealing with such matters as the installation, maintenance and removal of the garden suite;	A garden suite agreement will be required to address these matters and will be registered on title to the property.
c) A garden suite shall be accessory to and located on the same lot used for a single detached dwelling where permitted by the applicable zone;	The proposed garden suite is accessory to the existing single detached dwelling on the subject lands.

Provision	Comments
d) A maximum of one (1) garden suite shall be permitted on a lot;	Only one garden suite is proposed.
e) Access to the garden suite shall be provided from the same driveway that provides access to the single detached dwelling on the lot;	The subject lands have two existing accesses to the municipal road, and the applicant proposes to use the southern access for the garden suite. Due to the configuration of the structures on the subject lands, it is not practical to use the northern access for the single detached dwelling. Staff have added a provision to the zoning by-law amendment attached as Appendix "C" to address this.
f) A garden suite shall comply with the Minimum Distance Separation (M.D.S) formulae.	As discussed above, the proposed garden suite complies with the MDS I setbacks for nearby livestock operations.

Staff are satisfied that the proposed zoning by-law amendment is appropriate.

FINANCIAL CONSIDERATIONS:

None.

OTHERS CONSULTED:

Public Meeting

A statutory public meeting was held on July 8, 2025. Notice of the public meeting was mailed to landowners within 120m of the subject lands on May 28, 2025. Additionally, a public notice sign was posted on the subject lands, and the notice, along with the application materials, was posted on the Township's website.

No member of the public spoke at the public meeting, and no written public comments have been received. A copy of the draft public meeting minutes is attached as Appendix "B".

Township Department & Agency Comments

The application was circulated to external agencies and Township departments for review and comment on May 28, 2025, and the following comments have been received.

The Township Building Department noted that building permit applications have been received for the proposed garden suite and septic system. Comprehensive plans review

is currently taking place, and planning approvals will be required prior to issuance of any permits.

Planning Staff Response:

Should Council approve the proposed zoning by-law amendment, Planning Staff will be able to complete the zoning review for the submitted permit applications, allowing for the permits to be issued.

Township By-law Department noted that the required agreement shall contain provisions should the unit not be removed after the approved period has lapsed.

Planning Staff Response:

The required garden suite agreement will contain requirements for the removal of the garden suite when the by-law expires (and any extensions to the approved period), as well as steps the Township may take to enforce the terms of the agreement. The garden suite agreement will be registered on title to the subject lands.

Township Drainage Department noted that the subject property is assessed to the Skelton and Biederman municipal drains, but that due to the nature of the proposed amendment, there are no concerns or comments.

Enbridge Gas noted no objection to the proposed amendment but indicated that they reserve the right to amend or remove development conditions.

The Niagara Peninsula Conservation Authority (NPCA) noted that they support the proposed zoning by-law amendment as the proposed garden suite is located well above the spill area elevation.

Report Reviewed By

- | | |
|--|--|
| <input checked="" type="checkbox"/> Chief Administrative Officer | <input checked="" type="checkbox"/> Finance |
| <input checked="" type="checkbox"/> Clerks | <input checked="" type="checkbox"/> Communications |
| <input checked="" type="checkbox"/> Community & Development Services | <input checked="" type="checkbox"/> Operations |
| <input type="checkbox"/> Fire | <input type="checkbox"/> Other: |

CONCLUSION:

The Planning Department has reviewed the application for a zoning by-law amendment, File No. Z04/2025W, for the lands known municipally as 40132 Port Colborne Wainfleet Townline Road North. It is the opinion of staff that the application is consistent with the Provincial Planning Statement and conforms with Regional and Township planning policies, and recommends that the application be approved.

ATTACHMENTS:

- 1) Appendix "A" – Proposed Garden Suite Site Plan
- 2) Appendix "B" – Draft Minutes of the Public Meeting held on July 8, 2025

3) Appendix "C" – Zoning By-law Amendment

Respectfully submitted by,

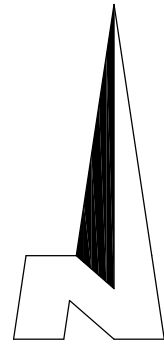
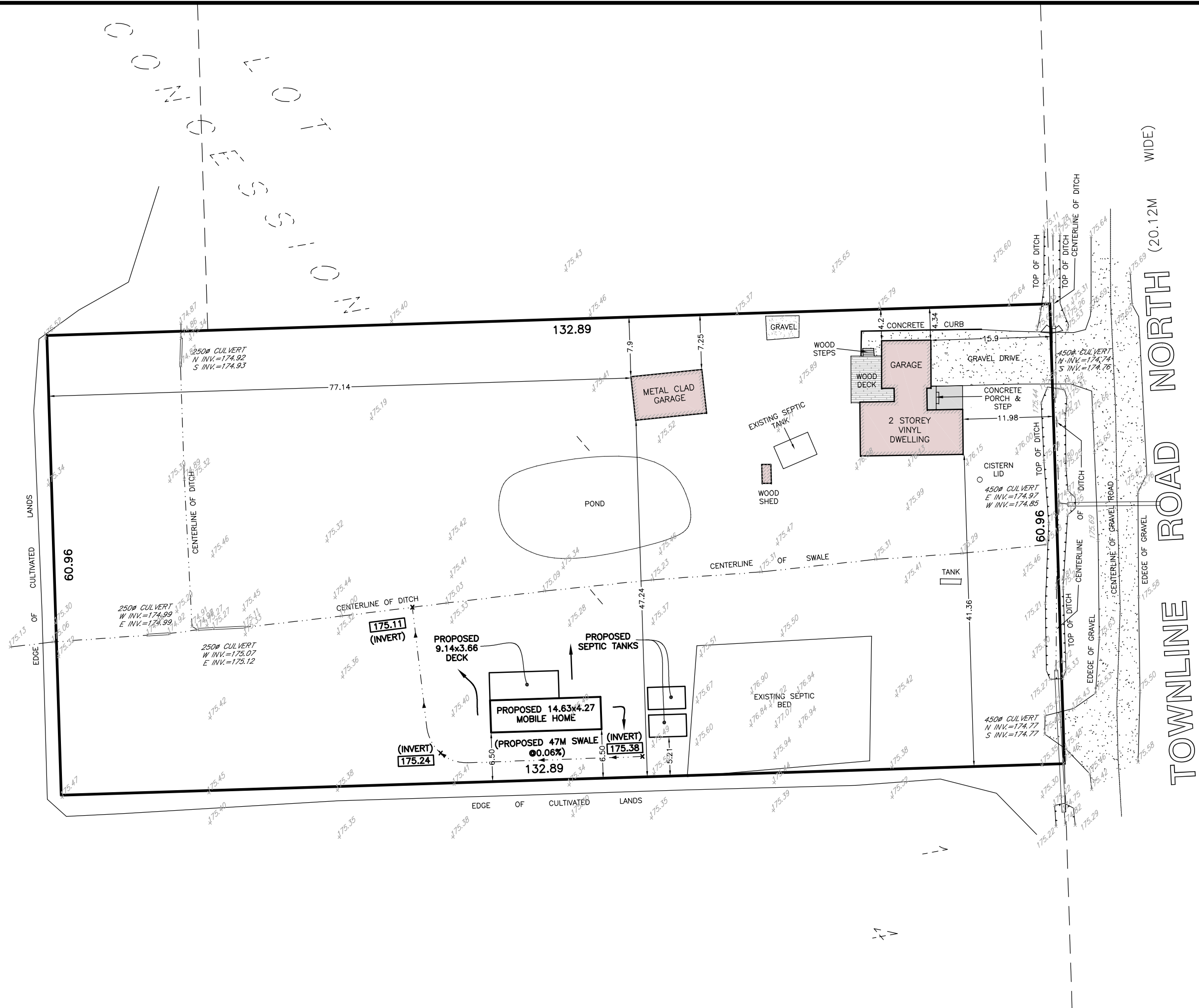
Approved by,

Sarah Ivins
Planner

Mallory Luey
Chief Administrative Officer

APPENDIX "A"

Proposed Garden Suite Site Plan



SKETCH

SHOWING EXISTING AND PROPOSED CONDITIONS

PART LOT 1
CONCESSION 4
IN THE

TOWNSHIP OF WAINFLEET

REGIONAL MUNICIPALITY OF NIAGARA
SCALE 1 : 500 (METRIC)

NOTE: THIS SKETCH IS PREPARED FROM COMPILED AND CALCULATED INFORMATION, NOT FROM AN ACTUAL SURVEY.
DO NOT SCALE FROM THIS DRAWING.
ALL MEASUREMENTS ARE +/- MEASUREMENTS.
SUBJECT AND ABUTTING LAND USE - RESIDENTIAL

CAUTION: THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK.

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APRIL 22, 2025
DATE

Don Chambers
DONALD G. CHAMBERS, B. Sc., O.L.S.

CHAMBERS AND ASSOCIATES SURVEYING LTD

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DWG 25010_SK FILE 25-10

APPENDIX "B"

Draft Minutes of the Public Meeting held on July 8, 2025

8. Public Meeting

- a) Zoning By-law Amendment (File No. Z04/2025W - 40132 Port Colborne Wainfleet Townline Road North)

Mayor Grant called the Public Meeting to order at 6:33 p.m. and advised that the purpose of the Public Meeting is to provide information regarding proposed amendment to the public and for Council to receive comments from the public.

The Township Planner provided an information report outlining application details and written comments received.

No members of Council provided any comments or questions.

The applicant did not provide any comments

Mayor Grant called for any members of the public wishing to provide comment on the proposed application.

No members of the public provided any comments or questions.

The Township Planner provided information on next steps and appeal rights.

The Public Meeting was adjourned at 6:37 p.m.

APPENDIX “C”

**CORPORATION OF THE
TOWNSHIP OF WAINFLEET
BY-LAW NO. 0XX-2025**

Being a by-law pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990 to amend Zoning By-law No. 034-2014 of the Corporation of the Township of Wainfleet with respect to those lands forming Concession 4, Part Lot 1 RP 59R1682 Part 1 in the Township of Wainfleet and known municipally as 40132 Port Colborne Wainfleet Townline Road North.

WHEREAS the Corporation of the Township of Wainfleet has reviewed Zoning By-law No. 034-2014 and deems it advisable to amend same:

NOW THEREFORE the Council of the Corporation of the Township of Wainfleet **HEREBY ENACTS AS FOLLOWS:**

THAT Map 9 of Zoning By-law No. 034-2014, as amended, is hereby further amended by changing the zoning of the subject property from Agricultural – A2 to Agricultural – A2-84, as shown on Schedule “A” attached hereto.

THAT Table 7 of Section 6.3 entitled “Permitted Use Exceptions” is hereby further amended by adding the following text under the heading A2:

Zone	#	By-law #	Address	Additional Permitted Uses	Sole Permitted Uses	Excluded Uses
A2	84	0XX-2025	Con. 4, Pt. Lot 1	A garden suite in a mobile home for a temporary period from July 29, 2025 to July 29, 2035.		

THAT Section 6.2.2.8 e) shall not apply to the subject lands in order to allow the garden suite to utilize an existing entrance to Port Colborne Wainfleet Townline Road North instead of the driveway for the existing single detached dwelling.

THAT pursuant to Section 34(17) of the Planning Act, as amended, no further public meeting is required.

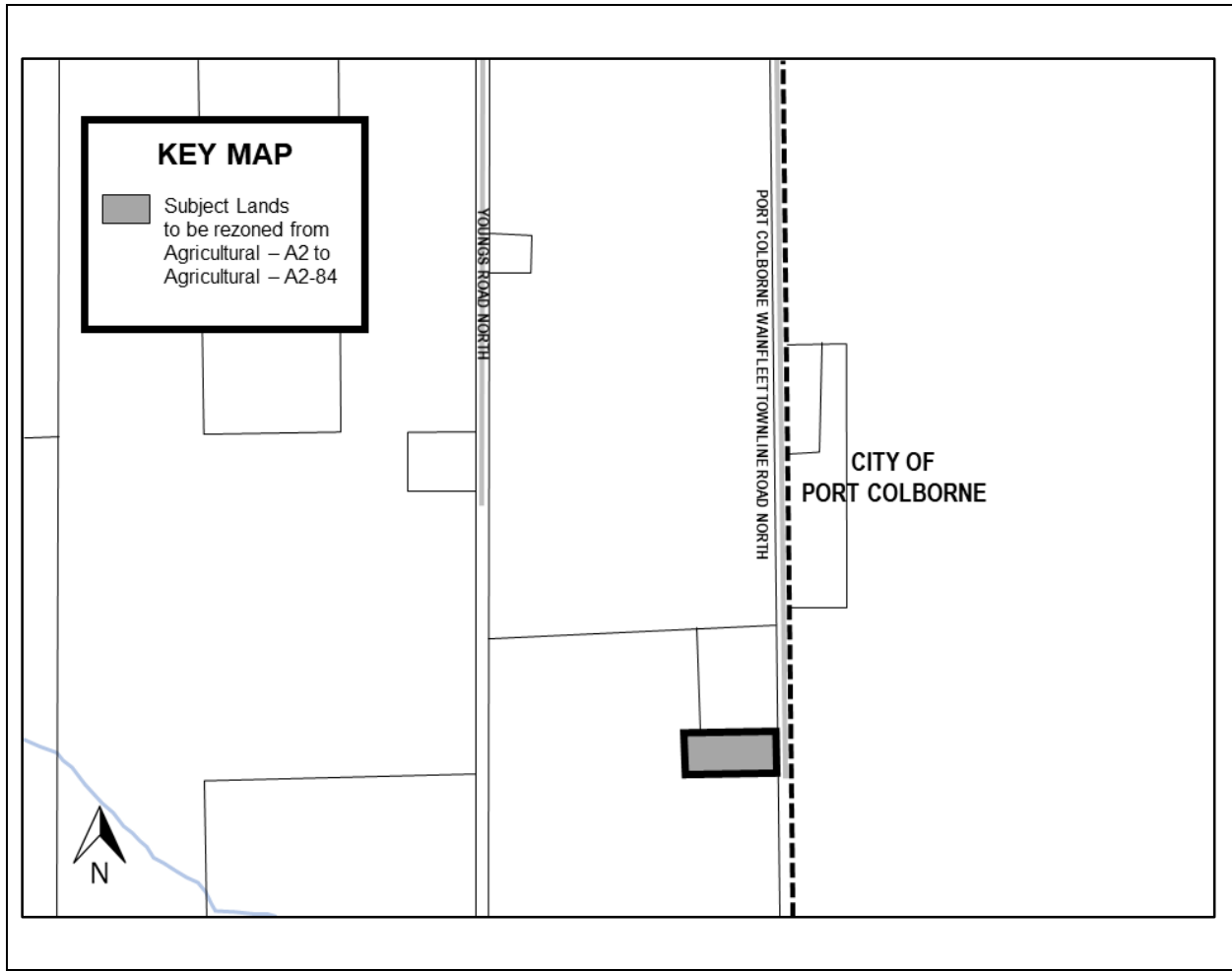
THAT this By-law shall come into force, take effect and be passed on the final reading hereof subject to the provisions of Section 34 of the Planning Act.

BY-LAW READ AND PASSED THIS 29TH DAY OF JULY, 2025.

B. Grant, MAYOR

A. Chrastina, CLERK

SCHEDULE A TO BY-LAW 0XX-2025



TOWNSHIP OF WAINFLEET

Purpose & Effect of By-law No. 0XX-2025:

This by-law affects lands described as Concession 4, Part Lot 1 RP 59R1682 Part 1 in the Township of Wainfleet and known municipally as 40132 Port Colborne Wainfleet Townline Road North. This by-law has been enacted to rezone the subject lands to an Agricultural – A2-84 zone. Exception 84 permits a garden suite in a mobile home for a period of 10 years.

File No. Z04/2025W (Mastroianni-Leslie)

THIS IS SCHEDULE “A” TO BY-LAW NO. 0XX-2025.
PASSED THIS 29TH DAY OF JULY, 2025.

MAYOR

CLERK

TO: Mayor Grant & Members of Council
FROM: Sarah Ivins, Planner
DATE OF MEETING: July 29, 2025
SUBJECT: Zoning By-law Amendment File No. Z05/2025W
83673 Gracey Road

RECOMMENDATION(S):

THAT Planning Staff Report PSR-008/2025 be received; and

THAT Zoning By-law Amendment application Z05/2025W, to pass a temporary use by-law for a period of ten years to permit a garden suite for lands known municipally as 83673 Gracey Road, be approved for the reasons outlined in this report; and

THAT the application be deemed to be consistent with the Provincial Planning Statement (2024) and conform with the Niagara Official Plan and the Township of Wainfleet Official Plan; and

THAT the Zoning By-law Amendment attached as Appendix “C” be adopted; and

THAT the Mayor and Clerk be authorized to execute a Garden Suite Agreement.

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with a recommendation regarding a temporary use by-law application (a type of zoning by-law amendment) filed by Mary Jane Smith for lands known municipally as 83673 Gracey Road.

The zoning by-law amendment proposes to rezone the subject lands to a temporary sit-specific Agricultural – A2-85 zone to permit a garden suite for a period of 10 years. Staff are of the opinion that the application is consistent with Provincial, Regional and Township planning policy and recommend that the application be approved.

BACKGROUND:

The subject lands are located on the east side of Gracey Road, between the Welland River and Old River Road West, and are known municipally as 83673 Gracey Road. The subject lands are approximately 13.64 acres in area and contain a single detached dwelling and several farm buildings, as presented in Figure 1. The surrounding land uses are agricultural and residential.

Figure 1 – Subject Lands

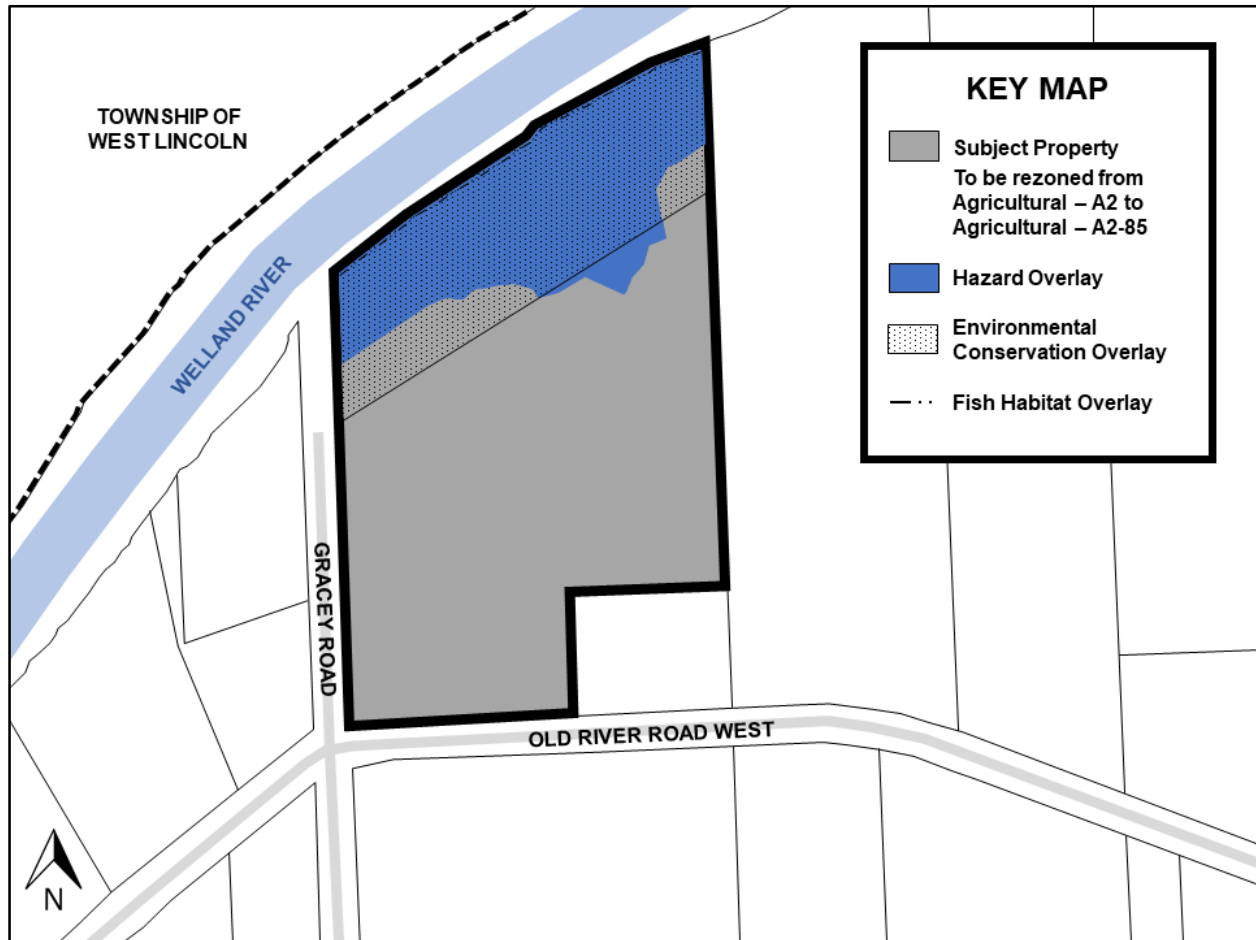


The subject lands are designated as Prime Agricultural Area in the Niagara Official Plan, designated as Agricultural Area, Environmental Conservation Area and Hazard Lands under the Township's Official Plan and zoned Agricultural – A2 with Environmental Conservation, Fish Habitat and Hazard Overlays under Zoning By-law 034-2014.

The application proposes to amend Zoning By-law 034-2014 to rezone the subject lands to a temporary site-specific Agricultural – A2-85 zone to permit a garden suite for a period of 10 years. The existing Environmental Conservation, Fish Habitat and Hazard Overlays will remain as mapped in Zoning By-law 034-2014. A garden suite is defined as a *“one-unit detached residential structure containing bathroom and kitchen facilities*

that is ancillary to an existing residential structure and that is designed to be portable”. Policies were introduced to allow garden suites to provide a temporary housing option that supports changing demographics, allows for aging in place and provides opportunities for affordable accommodation. The applicants are proposing a garden suite for a family member.

Figure 2 – Zoning By-law Amendment Map



On May 23, 2025, the applicants filed the zoning by-law amendment application along with the following materials:

1. Archaeological Assessment (Stage 1 & 2) prepared by AMICK Consultants Ltd. (dated March 27, 2025);
2. Garden Suite/Mobile Home Details prepared by KLS Engineering (dated November 27, 2023);
3. Ministry of Citizenship and Multiculturalism (MCM) Acknowledgement Letter for the Archaeological Assessment (dated April 23, 2025);
4. Site Plan prepared by C.J. Hartwell Enterprises (dated July 21, 2020).

The application was declared complete, and a notice of complete application and public meeting was given on May 28, 2025. On July 8, 2025, a public meeting regarding the application was held, and an information report was presented to Council. The draft minutes of the public meeting are attached as Appendix “B”.

OPTIONS/DISCUSSION:**Planning Act, R.S.O. 1990, c.P.13**

Section 2 of the *Planning Act* addresses matters of Provincial interest and requires local planning authorities to have regard to, among other matters:

- a) the protection of ecological systems, including natural areas, features and functions;
- b) the protection of the agricultural resources of the Province;
- c) the conservation and management of natural resources and the mineral resource base;
- d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;
- e) the supply, efficient use and conservation of energy and water;
- f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- g) the minimization of waste;
- h) the orderly development of safe and healthy communities;
- h.1) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;
- i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;
- j) the adequate provision of a full range of housing, including affordable housing;
- k) the adequate provision of employment opportunities;
- l) the protection of the financial and economic well-being of the Province and its municipalities;
- m) the coordination of planning activities of public bodies;
- n) the resolution of planning conflicts involving public and private interests;
- o) the protection of public health and safety;
- p) the appropriate location of growth and development;
- q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- r) the promotion of built form that,
 - i. is well-designed,
 - ii. encourages a sense of place, and
 - iii. provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.

The location of the proposed garden suite minimizes impact on the existing agricultural uses of the subject lands by being close to the cluster of structures on the subject lands. The proposed garden suite is also located outside of the buffers required for the natural heritage features on and adjacent to the subject lands. The proposed garden suite provides an additional residential unit for a family member of the applicant and can be appropriately serviced with water and septic.

Considering the requested zoning provisions and the surrounding land uses, Planning staff are of the opinion that the proposed zoning by-law amendment maintains the Provincial interest described under Section 2 of the *Planning Act*.

Section 39.1 of the *Planning Act* states that a municipality may require the owner of a garden suite to enter into an agreement with the municipality dealing with such matters related to the temporary use of the garden suite. As such, staff have recommended that Council authorize the Mayor and Clerk to execute a garden suite agreement for this application. The garden suite agreement will contain provisions which:

- outline when and how the garden suite is to be removed (e.g. upon expiry of the temporary use by-law or prior to the sale of the property);
- require that the garden suite be connected to appropriate services, including a potable water source, septic system and hydro; and
- require that the garden suite be appropriately maintained and repaired to keep it in a suitable condition for human habitation.

The garden suite agreement will be prepared by staff and reviewed by the Township solicitor prior to providing a copy to the applicant for execution. The executed agreement will be registered on title to the subject lands.

Provincial Planning Statement, 2024

The Provincial Planning Statement (PPS) provides overall policy direction on matters of Provincial interest relating to land use planning and development. The PPS provides for appropriate development while protecting resources of Provincial interest, public health and safety and the quality of the natural and built environment. Any decision on planning matters shall be consistent with the policies of the PPS.

The subject lands are designated as being within a prime agricultural area, which shall be protected for long-term use for agriculture. Permitted uses within prime agricultural areas include agricultural uses, agriculture-related uses and on-farm diversified uses. Policies also permit additional residential units on lots within the prime agricultural area where an existing residential dwelling is permitted provided that it complies with the minimum distance separation formulae, is compatible with, and would not hinder, surrounding agricultural operations, has appropriate sewage and water services, address any public health and safety concerns, is of limited scale and are located within, attached, or in close proximity to the principle dwelling or farm cluster and minimizes land taken out of agricultural production.

The subject property contains a single detached dwelling on an existing lot of record, and the proposed garden suite will be accessory to the dwelling. Staff completed a review of the surrounding area and completed MDS I calculations for identified livestock operations, and the proposed garden suite is located well outside of the required setbacks. The proposed location of the garden suite does not impact the agricultural operations on the subject lands, as it is located in close proximity to the single detached dwelling and farm buildings. The proposed garden suite can be appropriately serviced with water and septic services.

Section 4.1 of the PPS provides guidance with respect to natural heritage and states that natural heritage features and areas shall be protected for the long term. Accordingly, development and site alteration are not permitted within natural heritage features such as significant wetlands and significant coastal wetlands and may be permitted within other features such as significant woodlands and significant valleylands provided it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions. The subject lands are impacted by Provincially Significant Wetlands, Significant Woodlands, Significant Valleylands and Fish Habitat, which are located along the shoreline of the Welland River. Given that the proposed garden suite is located a significant distance from these features and is buffered by existing development (farm buildings), there are no concerns with respect to impact on these features and an Environmental Impact Study (EIS) was not required.

Section 4.6 of the PPS provides direction for the conservation of significant cultural heritage and archaeological resources. Development and site alteration are not permitted on lands containing archaeological resources or areas of archaeological potential, unless archaeological resources have been conserved. Based on the Ministry of Citizenship and Multiculturalism's Criteria for Evaluating Archaeological Potential, the subject lands exhibit high potential for the discovery of archaeological resources and a Stage 1 & 2 Archaeological Assessment was required. A Stage 1 & 2 Archaeological Assessment prepared by AMICK Consultants Ltd. (dated March 27, 2025) assessed a portion of the subject lands (the study area comprising the location of the proposed garden suite and septic system) for archaeological potential. The assessment concluded that through the on-site Stage 2 works, no archaeological resources were encountered and therefore no further archaeological assessment of the study area is warranted. The applicant also submitted a copy of the Ministry's Acknowledgement Letter indicating that the Ministry is satisfied that the field work and reporting for the archaeological assessment are consistent with the Ministry's 2011 Standards and Guidelines for Consultant Archaeologists and the terms and conditions for archaeological licenses. The assessment has also been entered into the Ontario Public Register of Archaeological Reports.

The proposed zoning by-law amendment is consistent with the PPS.

Niagara Official Plan

As of March 31, 2025, the Niagara Region became an upper-tier municipality without planning authority. This means that Niagara Region will no longer be responsible for setting long-term planning policies through an official plan and will no longer be the approval authority for the Township's Official Plan and amendments to it. However, the existing Niagara Official Plan (NOP) is now deemed to be a part of the Township's Official Plan, and development proposals must conform to the policies of the NOP.

The subject lands are designated as Prime Agricultural Area in the NOP. Prime Agricultural Areas are to be protected for the long-term for agricultural uses, agriculture-related uses and on-farm diversified uses. The subject lands contain an existing single detached dwelling as well as an agricultural use and the proposed garden suite will be accessory to the single detached dwelling. The proposed garden suite will be serviced by an appropriate septic system, its location will have no impact on the agricultural

lands and its location complies with the Minimum Distance Separation (MDS) formulae for surrounding livestock operations.

The subject lands are impacted by the NOP's Natural Environment System (NES) consisting of the Welland River West Provincially Significant Wetland, Significant Woodland, Significant Valleyland and Type 1 (Critical) Fish Habitat. Policies typically require the completion of an Environmental Impact Study (EIS) when development and/or site alteration is proposed within 120m of these features. However, the proposed garden suite and septic system is located outside of the identified features and within an existing developed area. As such, an EIS was not required and there are no concerns with respect to impacts to the NES.

The subject lands are mapped as an area of archaeological potential in Schedule K of the NOP. Similar to the policies of the PPS, Section 6.4 of the NOP requires the completion of a Stage 1 & 2 Archaeological Assessment on lands containing archaeological resources or areas or archaeological potential. As discussed above, the applicant submitted a Stage 1 & 2 Archaeological assessment which concluded that no further archaeological assessment of the study area is required as no archaeological resources were discovered.

The proposed zoning by-law amendment conforms with the NOP.

Niagara Peninsula Conservation Authority Regulated Lands

The Niagara Peninsula Conservation Authority (NPCA) is responsible for the review of planning applications that have environmental impacts on natural environment hazards and/or natural heritage features such as valleylands and wetlands.

The NPCA's Regulation Mapping shows that the subject lands are impacted by the Welland River floodplain, valleylands, Provincially Significant Wetlands and a regulated watercourse. These features have a minimum 30m development setback and the proposed garden suite and septic system are located well outside of the features and the minimum setbacks. As such, NPCA staff had no objection and did not require circulation of the application.

Township of Wainfleet Official Plan, 2016

The subject lands are designated as Agricultural Area, Environmental Conservation Area and Hazard Lands in the Township's Official Plan (OP).

Permitted uses within the Agricultural Area designation include agricultural uses, accessory value retention agriculture uses, one single detached dwelling or secondary suite, group homes, conservation uses, public trail systems, agri-tourism uses unrelated to agriculture, value added production uses, value added support uses, linear infrastructure and wells for natural gas extraction. Permitted secondary uses include home occupation, home industry, bed and breakfast, help house, garden suites, agri-tourism uses related to agriculture and value-added marketing uses.

The proposed garden suite is permitted for the subject lands. Official plan policies do not provide much direction for garden suites, instead relies on the implementing zoning

by-law to provide requirements for setback, lot coverage, height and parking. Official plan policies do require new dwelling units to be serviced with sustainable private services and comply with the Minimum Distance Separation (MDS) formulae. As discussed above, the proposed garden suite is located outside of the MDS I setbacks for livestock operations in the area and can be appropriately serviced with water and septic.

The subject lands are partially designated as Environmental Conservation Area (ECA) due to the presence of Significant Woodlands and Significant Valleylands. Policies in Section 3.2.2 require an Environmental Impact Study (EIS), and in the case of Significant Valleylands, a geotechnical study, for any development and site alteration within and on adjacent lands to ECAs. The proposed garden suite is located outside of the ECA and is within an existing developed area (single detached dwelling and farm buildings). As such, there are no concerns with respect to negative impacts on the natural features or their ecological functions and an EIS was not required.

The subject lands are partially designated as Hazard Lands due to the floodplain associated with the Welland River. Policies in Section 3.11 state that development and site alteration may be permitted on portions of hazardous lands or hazardous sites, provided the Niagara Peninsula Conservation Authority (NPCA) can be satisfied that the effects and risk to public safety are minor and can be managed or mitigated. The proposed garden suite and septic system, as well as the existing driveway access for the subject lands, are located outside of the floodplain limits. As such, there are no concerns with respect to flood hazards.

The proposed zoning by-law amendment conforms with the OP.

Township of Wainfleet Zoning By-law 034-2014

The subject lands are zoned Agricultural – A2 with Environmental Conservation and Hazard Overlays under Zoning By-law 034-2014. Permitted uses within the Agricultural – A2 zone include agricultural uses, intensive animal operation, single detached dwelling, one farm help house, kennel, conservation uses, greenhouse, group home, cannabis production facility and garden suite. Permitted accessory uses include accessory agricultural activities, secondary suite, value-added production uses, value-added marketing uses, home occupation, home industry, agri-tourism uses related to agriculture and bed and breakfast. The following zoning provisions apply to a garden suite:

Accessory Building Within the Agricultural – A2 zone

	Required	Proposed	Comments
Max. Accessory Building Lot Coverage	4%	0.2%	Complies
Max. Overall Lot Coverage	10%	1.2%	Complies
Min. Front Yard	12m	28.25m	Complies
Min. Exterior Side Yard	12m	N/a	N/a
Min. Interior Side Yard	2m	167.7m	Complies
Min. Rear Yard	2m	149.7m	Complies
Max. Height	8m	5m	Complies

The proposed garden suite complies with the accessory building provisions in Table 2 of the Zoning By-law. In addition to the requirements above, Section 6.2.2.8 of the Zoning By-law provides the following additional provisions for garden suites:

Provision	Comments
a) Initial permission for a garden suite shall be for no longer than ten (10) years, calculated from the date of the passing of the temporary use by-law, with extensions permitted on a five (5) year basis to a maximum of twenty (20) years;	The proposed zoning by-law amendment attached as Appendix "C" permits the garden suite use for a period of 10 years. The applicant will be required to apply for extensions should the garden suite still be required upon expiry of the by-law.
b) Where a garden suite is to be permitted, an implementing development agreement is required dealing with such matters as the installation, maintenance and removal of the garden suite;	A garden suite agreement will be required to address these matters and will be registered on title to the property.
c) A garden suite shall be accessory to and located on the same lot used for a single detached dwelling where permitted by the applicable zone;	The proposed garden suite is accessory to the existing single detached dwelling on the subject lands.
d) A maximum of one (1) garden suite shall be permitted on a lot;	Only one garden suite is proposed.
e) Access to the garden suite shall be provided from the same driveway that provides access to the single detached dwelling on the lot;	The proposed garden suite utilizes the existing driveway for the single detached dwelling and farm buildings.
f) A garden suite shall comply with the Minimum Distance Separation (M.D.S) formulae.	As discussed above, the proposed garden suite complies with the MDS I setbacks for nearby livestock operations.

Where lands contain an Environmental Conservation and Fish Habitat Overlay, no uses and no building or structure or an expansion to an existing building or structure shall be permitted until an Environmental Impact Study (EIS) is approved. As discussed above, the proposed garden suite has no impact on the natural heritage features associated with the Welland River, and as such, an EIS was not required, and staff are satisfied that the requirements for the Environmental Conservation and Fish Habitat Overlays have been met.

Where lands contain a Hazard Overlay, no uses and no building or structure or an expansion to an existing building or structure shall be permitted unless a permit for development or site alteration is issued by the Niagara Peninsula Conservation Authority (NPCA). As discussed above, the proposed garden suite and septic system are located outside of the regulatory flood hazard for the Welland River and an NPCA Works Permit is not required.

Staff are satisfied that the proposed zoning by-law amendment is appropriate.

FINANCIAL CONSIDERATIONS:

None.

OTHERS CONSULTED:

Public Meeting

A statutory public meeting was held on July 8, 2025. Notice of public meeting was mailed to landowners within 120m of the subject lands on May 28, 2025. Additionally, a public notice sign was posted on the subject lands and the notice, along with the application materials, was posted on the Township's website.

No member of the public spoke at the public meeting, and no written public comments have been received. A copy of the draft public meeting minutes is attached as Appendix "B".

Township Department & Agency Comments

The application was circulated to external agencies and Township departments for review and comment on May 28, 2025, and the following comments have been received.

Township Building Department noted that the building permit applications have been received for the proposed garden suite and septic system, and that these permits can be issued once Planning approvals have been received.

Planning Staff Response:

Should Council approve the proposed zoning by-law amendment, Planning Staff will be able to complete the zoning review for the submitted permit applications, allowing for the permits to be issued.

Township By-law Department noted that the required agreement shall contain provisions should the unit not be removed after the approved period has lapsed.

Planning Staff Response:

The required garden suite agreement will contain requirements for the removal of the garden suite when the by-law expires (and any extensions to the approved period) as well as steps the Township may take to enforce the terms of the agreement. The garden suite agreement will be registered on title to the subject lands.

Township Drainage Department noted that as the subject lands are not assessed to a municipal drain, there are no concerns or comments.

Enbridge Gas noted no objection to the proposed amendment but indicated that they reserve the right to amend or remove development conditions.

Niagara Region offered no objection as it relates to archaeology and natural heritage, subject to any local requirements.

Report Reviewed By

- | | |
|--|--|
| <input checked="" type="checkbox"/> Chief Administrative Officer | <input checked="" type="checkbox"/> Finance |
| <input checked="" type="checkbox"/> Clerks | <input checked="" type="checkbox"/> Communications |
| <input checked="" type="checkbox"/> Community & Development Services | <input checked="" type="checkbox"/> Operations |
| <input type="checkbox"/> Fire | <input type="checkbox"/> Other: |

CONCLUSION:

The Planning Department has reviewed the application for a zoning by-law amendment, File No. Z05/2025W, for the lands known municipally as 83673 Gracey Road. It is the opinion of staff that the application is consistent with the Provincial Planning Statement and conforms with Regional and Township planning policies, and recommends that the application be approved.

ATTACHMENTS:

- 1) Appendix "A" – Proposed Garden Suite Site Plan
- 2) Appendix "B" – Draft Minutes of the Public Meeting held on July 8, 2025
- 3) Appendix "C" – Zoning By-law Amendment

Respectfully submitted by,

Approved by,

Sarah Ivins
Planner

Mallory Luey
Chief Administrative Officer

APPENDIX "A"

Proposed Garden Suite Site Plan

The undersigned has reviewed and takes responsibility for this design, and has the qualifications and meets the requirements set out in the Ontario Building Code to be a designer.
QUALIFICATION INFORMATION - Required unless design is exempt under 3.2.5.1. of Division "C" of the Ontario Building Code
Clayton J. Hartwell
NAME SIGNATURE 36573 BCIN
QUALIFICATION INFORMATION - Required unless design is exempt under 3.2.4.1. of Division "C" of the Ontario Building Code
C.J. HARTWELL ENTERPRISES
FIRM NAME 101430 BCIN

- NOTES:**
- 1) THE DESIGNER HAS REVIEWED THE INFORMATION PROVIDED ON THE ATTACHED DRAWING.
 - 2) THE DESIGNER DOES NOT CERTIFY THAT ALL DETAILS OF THE PROJECT ARE PROVIDED. ALL CONSTRUCTION MUST CONFORM TO THE ONTARIO BUILDING CODE, LOCAL REGULATIONS AND AUTHORITIES HAVING JURISDICTION.
 - 3) CONTRACTOR MUST REVIEW AND VERIFY THAT ALL DRAWINGS ARE DIMENSIONALLY ACCURATE, THE DESIGN CONCEPT IS CONSTRUCTIBLE AND CONFORMS TO ALL ITEMS AND DOCUMENTS RELATED TO THIS PROJECT INCLUDING EXISTING SITE CONDITIONS, SITE PLAN AGREEMENTS, OTHER DESIGNERS WORK TO FORM A PART OF THIS PROJECT, ETC. PRIOR TO PROCEEDING WITH THE WORK.
 - 4) CONTRACTOR/ AGENT/ OWNER MUST NOTIFY THE DESIGNER OF ANY CHANGES, ERRORS OR OMISSIONS.
 - 5) DRAWING IS NOT TO BE SCALED.
 - 6) THE DESIGNER DOES NOT ACCEPT RESPONSIBILITY FOR OTHER DESIGNER'S WORK, SUCH AS, BUT NOT LIMITED TO, MECHANICAL, ELECTRICAL, PLUMBING, PRE-ENGINEERED PRODUCT DESIGN, ETC.
 - 7) THE DESIGNER DOES NOT ACCEPT RESPONSIBILITY FOR ANY FINAL CONSTRUCTION ASSEMBLIES THAT VIOLATE THE APPLICABLE BUILDING CODES.
 - 8) THE DESIGNER MUST BE GIVEN 48 HR. NOTICE TO PERFORM ANY SITE REVIEWS OF THE CONSTRUCTION (IF REQUIRED). SITE REVIEWS ARE NOT PART OF THE ORIGINAL DESIGN CONTRACT.

Revisions/Issue	Date
1. ISSUED FOR PERMIT	JULY 21 2020

CLIENT:
MARY JANE & RICK SMITH

PROJECT NAME PROJECT ADDRESS:
SMITH RESIDENCE GARAGE & ACCESSORY UNIT ADDITION

PROJECT ADDRESS:
83673 GRACEY ROAD
WELLANDPORT, ONTARIO
L0R 2J0

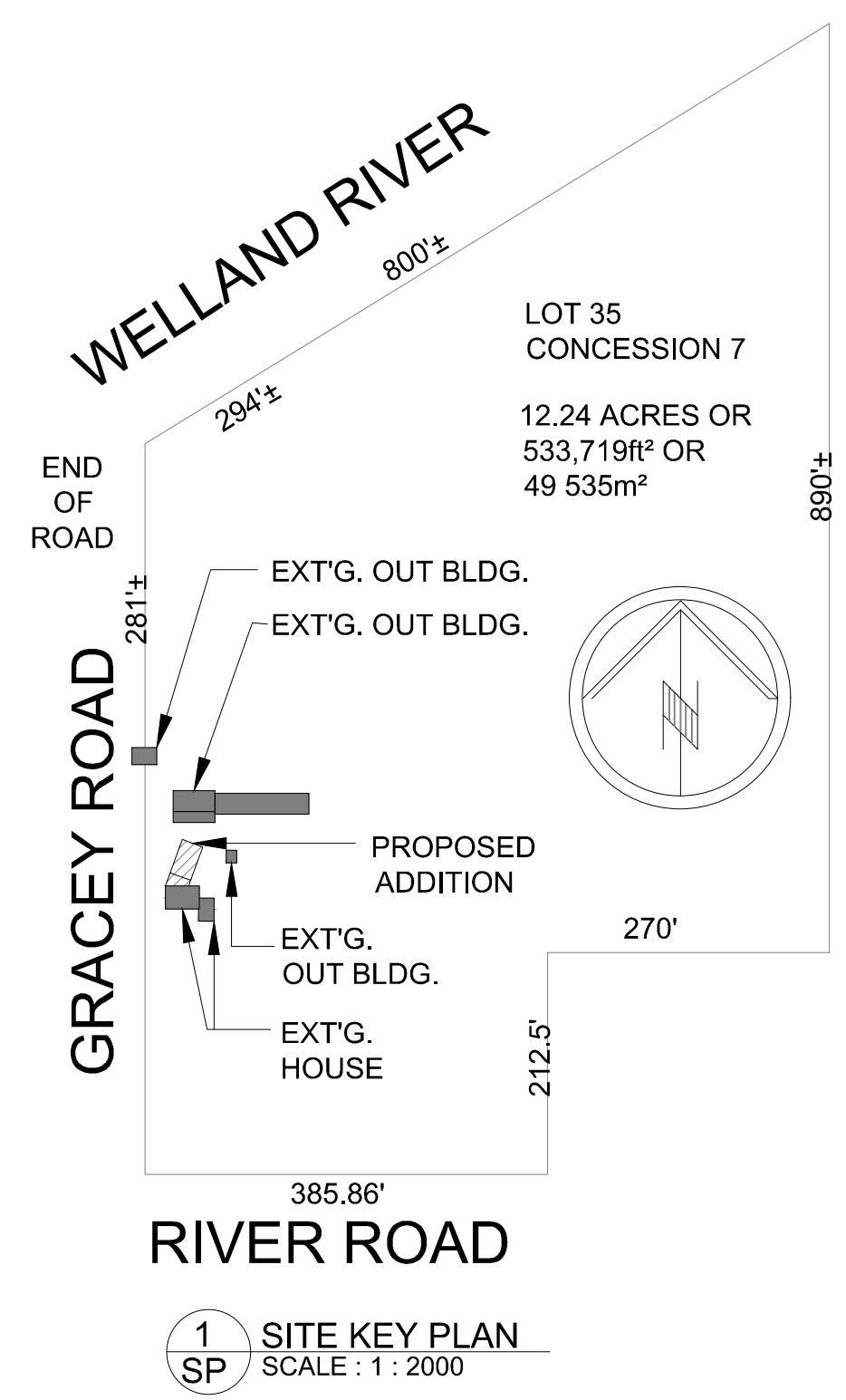
JOB #:	20-06-181	Sheet:	
DRAWN BY:	C.J.H.	SP	
SCALE:	AS NOTED		

LOT AREA COVERAGE & BUILDING AREA CALCULATIONS:

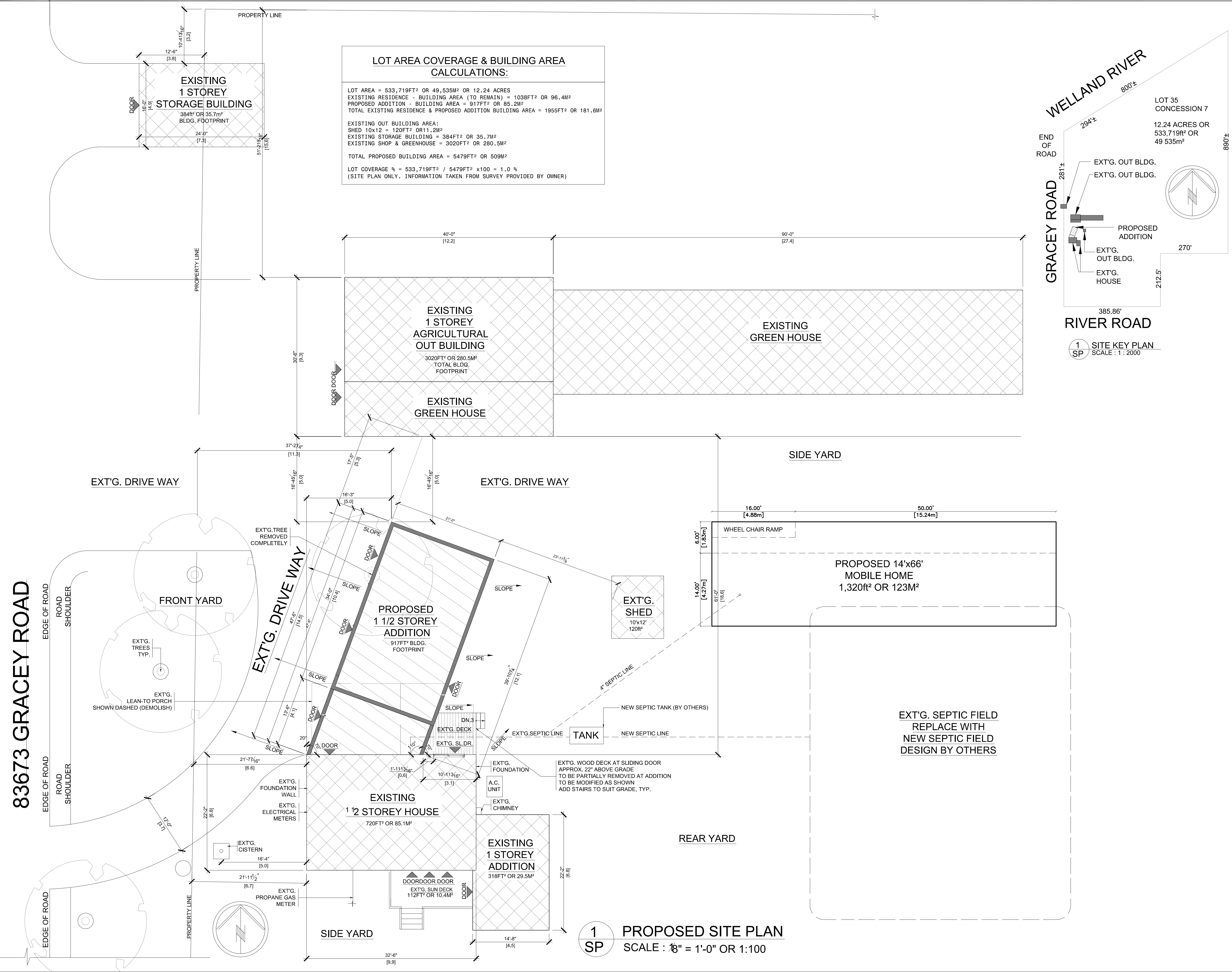
LOT AREA = 533,719FT² OR 49,535M² OR 12.24 ACRES
 EXISTING RESIDENCE - BUILDING AREA (TO REMAIN) = 1038FT² OR 96.4M²
 PROPOSED ADDITION - BUILDING AREA = 917FT² OR 85.2M²
 TOTAL EXISTING RESIDENCE & PROPOSED ADDITION BUILDING AREA = 1955FT² OR 181.6M²

EXISTING OUT BUILDING AREA:
 SHED 10x12 = 120FT² OR 11.2M²
 EXISTING STORAGE BUILDING = 384FT² OR 35.7M²
 EXISTING SHOP & GREENHOUSE = 3020FT² OR 280.5M²
 TOTAL PROPOSED BUILDING AREA = 5479FT² OR 509M²

LOT COVERAGE % = 533,719FT² / 5479FT² x100 = 1.0 %
 (SITE PLAN ONLY. INFORMATION TAKEN FROM SURVEY PROVIDED BY OWNER)



1 SP PROPOSED SITE PLAN
SCALE : 1/8" = 1'-0" OR 1:100



APPENDIX "B"

Draft Minutes of the Public Meeting held on July 8, 2025

8. Public Meeting

b) Zoning By-law Amendment (File No. Z05/2025W - 83673 Gracey Road)

Mayor Grant called the Public Meeting to order at 6:37 p.m. and advised that the purpose of the Public Meeting is to provide information regarding proposed amendment to the public and for Council to receive comments from the public.

The Township Planner provided an information report outlining application details and written comments received.

No members of Council provided any comments or questions.

The applicant did not provide any comments

Mayor Grant called for any members of the public wishing to provide comment on the proposed application.

No members of the public provided any comments or questions.

The Township Planner provided information on next steps and appeal rights.

The Public Meeting was adjourned at 6:41 p.m.

APPENDIX “C”

**CORPORATION OF THE
TOWNSHIP OF WAINFLEET
BY-LAW NO. 0XX-2025**

Being a by-law pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990 to amend Zoning By-law No. 034-2014 of the Corporation of the Township of Wainfleet with respect to those lands forming Concession 7, Part Lot 35 in the Township of Wainfleet and known municipally as 83673 Gracey Road.

WHEREAS the Corporation of the Township of Wainfleet has reviewed Zoning By-law No. 034-2014 and deems it advisable to amend same:

NOW THEREFORE the Council of the Corporation of the Township of Wainfleet **HEREBY ENACTS AS FOLLOWS:**

THAT Map 3 of Zoning By-law No. 034-2014, as amended, is hereby further amended by changing the zoning of the subject property from Agricultural – A2 to Agricultural – A2-85, while maintaining the existing Overlay zones, as shown on Schedule “A” attached hereto.

THAT Table 7 of Section 6.3 entitled “Permitted Use Exceptions” is hereby further amended by adding the following text under the heading A2:

Zone	#	By-law #	Address	Additional Permitted Uses	Sole Permitted Uses	Excluded Uses
A2	85	0XX-2025	Con. 7, Pt. Lot 35	A garden suite in a mobile home for a temporary period from July 29, 2025 to July 29, 2035.		

THAT pursuant to Section 34(17) of the Planning Act, as amended, no further public meeting is required.

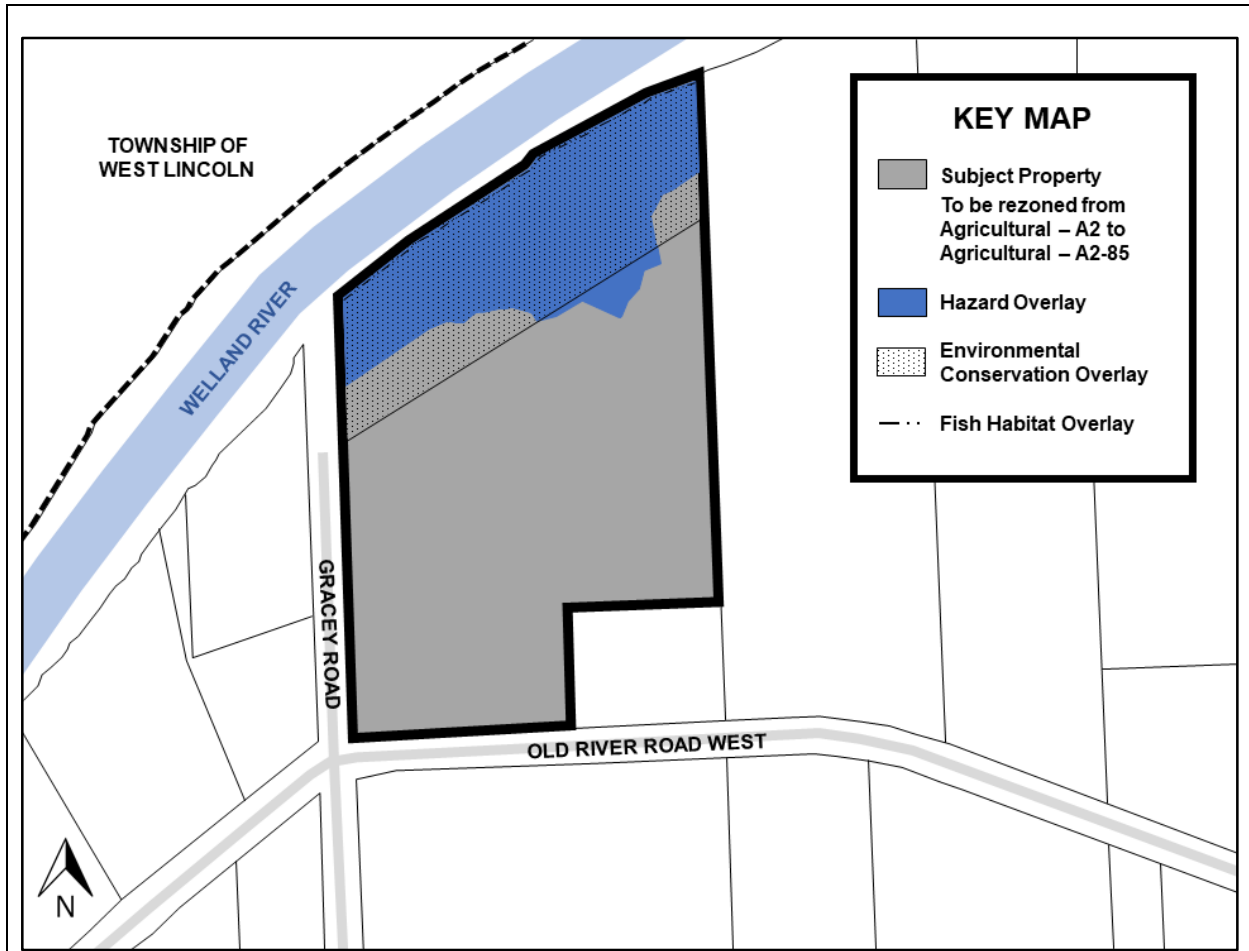
THAT this By-law shall come into force, take effect and be passed on the final reading hereof subject to the provisions of Section 34 of the Planning Act.

BY-LAW READ AND PASSED THIS 29TH DAY OF JULY, 2025.

B. Grant, MAYOR

A. Chrastina, CLERK

SCHEDULE A TO BY-LAW 0XX-2025



KEY MAP

- Subject Property
To be rezoned from
Agricultural – A2 to
Agricultural – A2-85
- Hazard Overlay
- Environmental
Conservation Overlay
- Fish Habitat Overlay

TOWNSHIP OF WAINFLEET

<p>Purpose & Effect of By-law No. 0XX-2025: This by-law affects lands described as Concession 7, Part Lot 35 in the Township of Wainfleet and known municipally as 83673 Gracey Road. This by-law has been enacted to rezone the subject lands to an Agricultural – A2-85 zone. Exception 85 permits a garden suite in a mobile home for a period of 10 years.</p> <p>File No. Z05/2025W (Smith)</p>	<p>THIS IS SCHEDULE "A" TO BY-LAW NO. 0XX-2025. PASSED THIS 29TH DAY OF JULY, 2025.</p>
	<p>MAYOR</p>
	<p>CLERK</p>

THE CORPORATION OF THE TOWNSHIP OF WAINFLEET

BY-LAW NO. 027-2025

Being a by-law to provide for drainage works in the Township of Wainfleet in the Region of Niagara.

WHEREAS the Council of the Township of Wainfleet has procured a report under Section 78 of the Drainage Act for the improvement of the Aldrey Drain;

AND WHEREAS the report dated June 20, 2025, has been authored by Brandon Widner, P. Eng. Spriet Associates and the attached report forms part of this by-law;

AND WHEREAS the estimated total cost of the drainage works is \$385,500.00;

AND WHEREAS \$84,612.00 is the amount to be contributed by the Township of Wainfleet for the drainage works;

AND WHEREAS the Council is of the opinion that drainage of the area is desirable;

NOW THEREFORE the Council of the Corporation of the Township of Wainfleet pursuant to the Drainage Act **HEREBY ENACTS AS FOLLOWS:**

1. The attached report is adopted and the drainage works is authorized and shall be completed as specified in the report.
2. The Corporation of the Township of Wainfleet may borrow on the credit of the corporation the amount of \$385,500.00, being the amount necessary for the improvement of the drainage works. This project will not be debentured.
3. This By-law comes into force on the passing thereof and may be cited at the "Aldrey Drain Improvement By-law".

BY-LAW READ A FIRST TIME THIS 29TH DAY OF JULY, 2025.

BY-LAW READ A SECOND TIME THIS 29TH DAY OF JULY, 2025.

PROVISIONALLY ADOPTED THIS 29TH DAY OF JULY, 2025.

B. Grant, MAYOR

A. Chrastina, CLERK

BY-LAW READ A THIRD TIME AND FINALLY ENACTED THIS _____ DAY OF

_____.

Brian Grant, MAYOR

A. Chrastina, CLERK

I, Amber Chrastina, Clerk of the Corporation of the Township of Wainfleet certify that the above By-law was duly passed by the Council of the Corporation and is a true copy thereof.

A. Chrastina, CLERK

**CORPORATION OF THE
TOWNSHIP OF WAINFLEET
BY-LAW NO. 028-2025**

Being a by-law pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990 to amend Zoning By-law No. 034-2014 of the Corporation of the Township of Wainfleet with respect to those lands forming Concession 4, Part Lot 1 RP 59R1682 Part 1 in the Township of Wainfleet and known municipally as 40132 Port Colborne Wainfleet Townline Road North.

WHEREAS the Corporation of the Township of Wainfleet has reviewed Zoning By-law No. 034-2014 and deems it advisable to amend same:

NOW THEREFORE the Council of the Corporation of the Township of Wainfleet **HEREBY ENACTS AS FOLLOWS:**

THAT Map 9 of Zoning By-law No. 034-2014, as amended, is hereby further amended by changing the zoning of the subject property from Agricultural – A2 to Agricultural – A2-84, as shown on Schedule “A” attached hereto.

THAT Table 7 of Section 6.3 entitled “Permitted Use Exceptions” is hereby further amended by adding the following text under the heading A2:

Zone	#	By-law #	Address	Additional Permitted Uses	Sole Permitted Uses	Excluded Uses
A2	84	028-2025	Con. 4, Pt. Lot 1	A garden suite in a mobile home for a temporary period from July 29, 2025 to July 29, 2035.		

THAT Section 6.2.2.8 e) shall not apply to the subject lands in order to allow the garden suite to utilize an existing entrance to Port Colborne Wainfleet Townline Road North instead of the driveway for the existing single detached dwelling.

THAT pursuant to Section 34(17) of the Planning Act, as amended, no further public meeting is required.

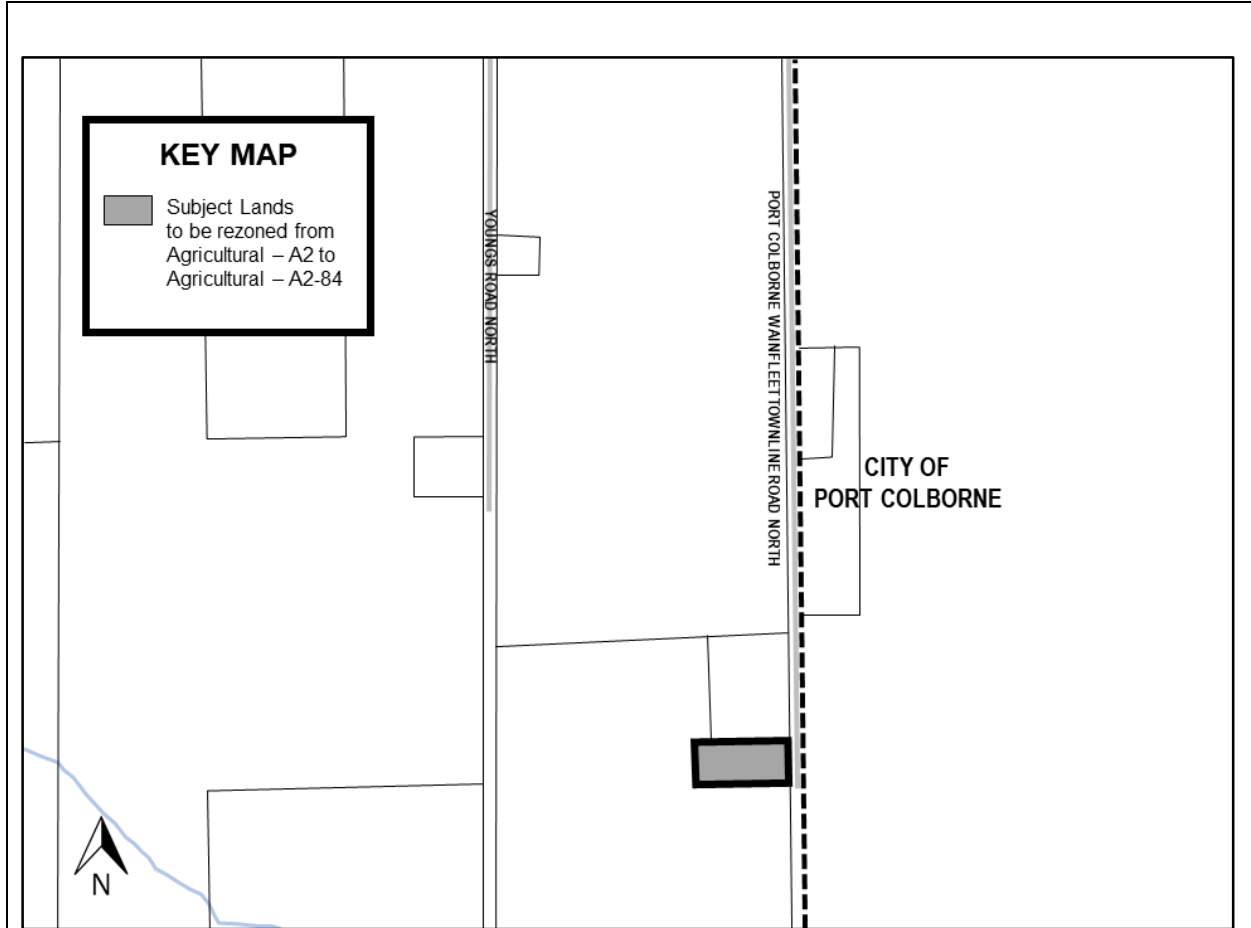
THAT this By-law shall come into force, take effect and be passed on the final reading hereof subject to the provisions of Section 34 of the Planning Act.

BY-LAW READ AND PASSED THIS 29TH DAY OF JULY, 2025.

B. Grant, MAYOR

A. Chrastina, CLERK

SCHEDULE A TO BY-LAW 028-2025



TOWNSHIP OF WAINFLEET

Purpose & Effect of By-law No. 028-2025:
 This by-law affects lands described as Concession 4, Part Lot 1 RP 59R1682 Part 1 in the Township of Wainfleet and known municipally as 40132 Port Colborne Wainfleet Townline Road North. This by-law has been enacted to rezone the subject lands to an Agricultural – A2-84 zone. Exception 84 permits a garden suite in a mobile home for a period of 10 years.

File No. Z04/2025W (Mastroianni-Leslie)

THIS IS SCHEDULE “A” TO BY-LAW NO. 028-2025.
 PASSED THIS 29TH DAY OF JULY, 2025.

MAYOR

CLERK

**CORPORATION OF THE
TOWNSHIP OF WAINFLEET
BY-LAW NO. 029-2025**

Being a by-law pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990 to amend Zoning By-law No. 034-2014 of the Corporation of the Township of Wainfleet with respect to those lands forming Concession 7, Part Lot 35 in the Township of Wainfleet and known municipally as 83673 Gracey Road.

WHEREAS the Corporation of the Township of Wainfleet has reviewed Zoning By-law No. 034-2014 and deems it advisable to amend same:

NOW THEREFORE the Council of the Corporation of the Township of Wainfleet **HEREBY ENACTS AS FOLLOWS:**

THAT Map 3 of Zoning By-law No. 034-2014, as amended, is hereby further amended by changing the zoning of the subject property from Agricultural – A2 to Agricultural – A2-85, while maintaining the existing Overlay zones, as shown on Schedule “A” attached hereto.

THAT Table 7 of Section 6.3 entitled “Permitted Use Exceptions” is hereby further amended by adding the following text under the heading A2:

Zone	#	By-law #	Address	Additional Permitted Uses	Sole Permitted Uses	Excluded Uses
A2	85	029-2025	Con. 7, Pt. Lot 35	A garden suite in a mobile home for a temporary period from July 29, 2025 to July 29, 2035.		

THAT pursuant to Section 34(17) of the Planning Act, as amended, no further public meeting is required.

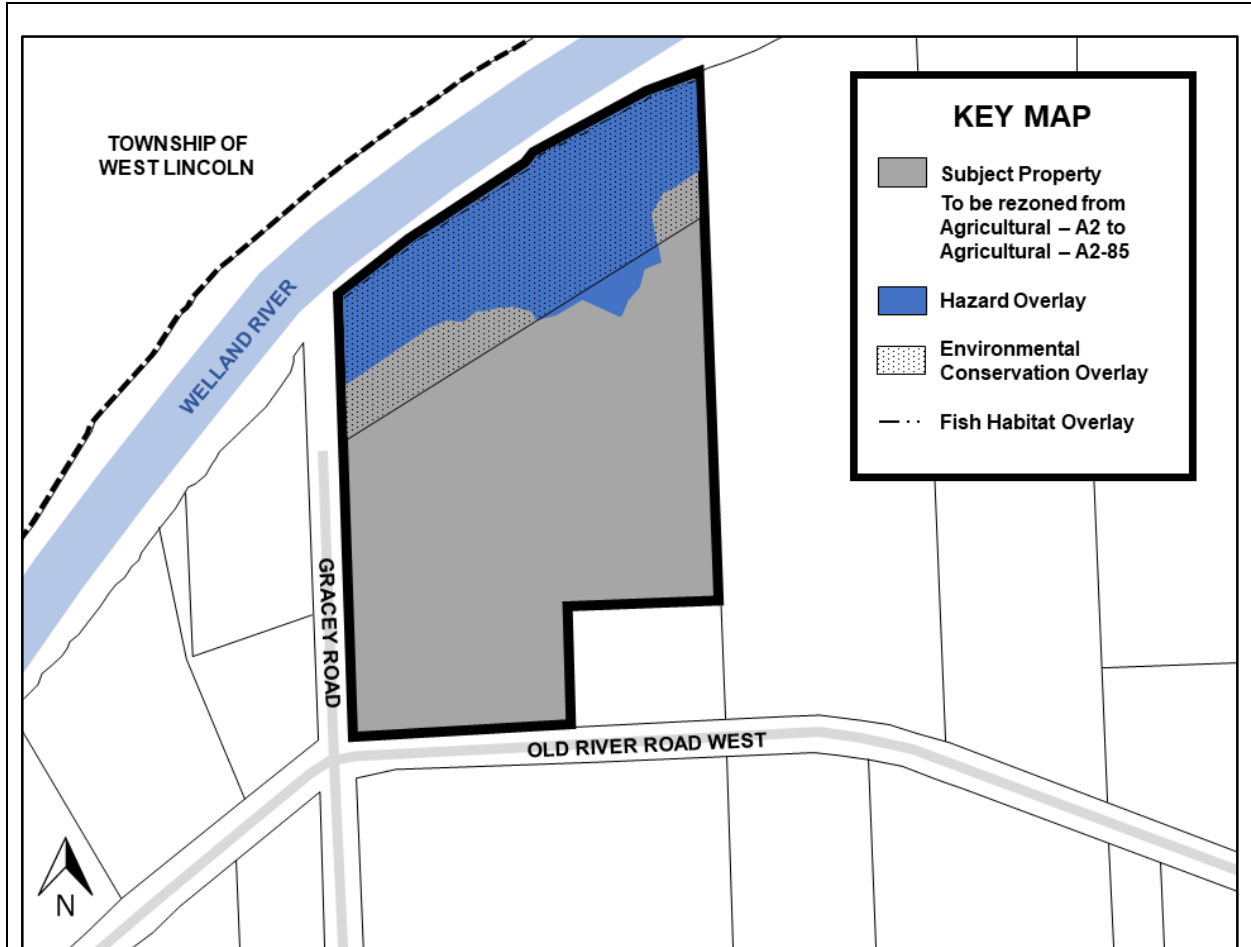
THAT this By-law shall come into force, take effect and be passed on the final reading hereof subject to the provisions of Section 34 of the Planning Act.

BY-LAW READ AND PASSED THIS 29TH DAY OF JULY, 2025.

B. Grant, MAYOR

A. Chrastina, CLERK

SCHEDULE A TO BY-LAW 029-2025



TOWNSHIP OF WAINFLEET

Purpose & Effect of By-law No. 029-2025:
This by-law affects lands described as Concession 7, Part Lot 35 in the Township of Wainfleet and known municipally as 83673 Gracey Road. This by-law has been enacted to rezone the subject lands to an Agricultural – A2-85 zone. Exception 85 permits a garden suite in a mobile home for a period of 10 years.

File No. Z05/2025W (Smith)

THIS IS SCHEDULE "A" TO BY-LAW NO. 029-2025.
PASSED THIS 29TH DAY OF JULY, 2025.

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF WAINFLEET

BY-LAW NO. 030-2025

Being a by-law to adopt, ratify and confirm the proceedings of the Council of the Corporation of the Township of Wainfleet its Regular Meeting of Council held July 29, 2025

WHEREAS Subsection 5 (1) of the *Municipal Act, 2001*, S.O. 2001, Chapter M.25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS section 5 (3) of the *Municipal Act 2001*, S.O. 2001, Chapter M.25, as amended, provides that, except if otherwise authorized, the powers of Council shall be exercised by by-law;

AND WHEREAS it is deemed desirable and expedient that the actions of the Council as herein set forth be adopted, ratified and confirmed by by-law;

NOW THEREFORE the Council of the Corporation of the Township of Wainfleet **HEREBY ENACTS AS FOLLOWS:**

1. (a) The actions of the Council at its Regular Meeting of Council held July 29, 2025 including all resolutions or motions approved, are hereby adopted, ratified and confirmed as if they were expressly embodied in this by-law.

(b) The above-mentioned actions shall not include:
 - (i) any actions required by law to be taken by resolution, or
 - (ii) any actions for which prior Ontario Municipal Board approval is required, until such approval is obtained.
2. The Mayor and proper officials of the Corporation of the Township of Wainfleet are hereby authorized and directed to do all things necessary to give effect to the above-mentioned actions and to obtain approvals where required.
3. Unless otherwise provided, the Mayor and Clerk are hereby authorized and directed to execute and the Clerk to affix the seal of the corporation of the Township of Wainfleet to all documents necessary to give effect to the above-mentioned actions.
4. This by-law shall come into force on the day upon which it is passed.

BY-LAW READ AND PASSED THIS 29TH DAY OF JULY, 2025

B. Grant, MAYOR

A. Chrastina, CLERK