



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

C13/25  
SEPTEMBER 30, 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  
                      C. Hart            Manager of Financial Planning/Deputy Treasurer  
                      S. Ivins           Planner  
                      M. Jemison        Drainage Superintendent  
                      C. Mayr           Library programmer  
                      J. Stirton         Township Solicitor

---

**1. Call to Order**

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

**2. Closed Meeting**

**Resolution No. C-2025-120**

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

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

- a) 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 proposed disposition of land matter)
- b) Item under Section 239(2)(e) of the Municipal Act, 2001, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – 1 item (potential litigation matter)
- c) Item under Section 239(2)(k) of the Municipal Act, 2001, a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – 1 item (an agreement matter)

d) Minutes of the closed meeting of Council held September 9, 2025”

CARRIED

**3. Rise & Report**

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

**4. National Anthem**

**5. Land Acknowledgement Statement**

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

**6. Disclosures of Interest**

None.

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

Mayor Grant provided the following remarks:

- Please note that these meeting proceedings are being broadcast live, recorded and made available through the Township website and youtube.com.
- You may have noticed we lowered the flag here at Town Hall, as we mourn the passing of Regional Chair, Jim Bradley.
- First responder training in Wainfleet Township
- On Tuesday, Oct. 7, a training exercise for first responders will take place at the Wainfleet Arena from 8:30 a.m. to 3 p.m.
  - You may notice an increased presence of first responder personnel and vehicles in the area.
  - Access to certain spots around the arena and Heritage Village will be restricted and clearly marked. Road access will remain open to traffic.
  - Thanks in advance for your co-operation.
- Our next regular meeting of Council is Tuesday October 21<sup>st</sup> at 6:30pm

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

None.

**9. Adoption of Previous Council Minutes**

a) Minutes of the Regular Meeting of Council held September 9, 2025

**Resolution No. C-2025-121**

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

“**THAT** the minutes of the regular meeting of Council held September 9, 2025 be adopted as circulated.”

CARRIED

**10. Public Meeting**

None.

**11. Delegations**

a) Steven Soos Re: Public Sex Offender Registries

**Resolution No. C-2025-122**

Moved by Mayor Grant

Seconded by Councillor Gilmore

“**THAT** the delegation from Steven Soos respecting Public Sex Offender Registries be received for information.”

CARRIED

b) Katrina Kirsten Maile-Robert Re: Correspondence Item C-166

**Resolution No. C-2025-123**

Moved by Mayor Grant

Seconded by Councillor Gilmore

“**THAT** the delegation from Katrina Kirsten Maile-Robert respecting a request to support Correspondence Item C-166 be received for information.”

CARRIED

**Resolution No. C-2025-124**

Moved by Councillor Gilmore

Seconded by Mayor Grant

“**THAT** the order of the agenda be adjusted to consider correspondence items immediately following delegations.”

CARRIED

**12. Review of Correspondence**

a) Correspondence Item C-164 Re: Future of natural gas expansion in Ontario

**Resolution No. C-2025-125**

Moved by Councillor Gilmore

Seconded by Councillor MacLellan

**“THAT** Correspondence item C-164 respecting the future of natural gas expansion in Ontario be received; and

**THAT** Council of the Township of Wainfleet Supports the Ministry of Energy and Mines consultation on the Future of Community Natural Gas Expansion (NGEP Phase 3) and endorses access to natural gas as an option to other energy solutions to advance Wainfleet’s economic development objectives.”

CARRIED

b) Correspondence Item C-165 Re: Speeding on Hewitt Road

**Resolution No. C-2025-126**

Moved by Councillor Gilmore

Seconded by Councillor Van Vliet

**“THAT** Correspondence item C-165 respecting speeding on Hewitt Road be received; and

**THAT** the Manager of Operations be directed to prepare a report with recommendations on lowering the speed limit on all municipal roads, for consideration by Council at its November 18, 2025 regular meeting.”

CARRIED

c) Correspondence Item C-166 Re: Publication of the Sexual Offender Registry

**Resolution No. C-2025-127**

Moved by Councillor Van Vliet

Seconded by Mayor Grant

**“THAT** Correspondence item C-166 from the City of Thorold respecting a request for the Government of Ontario to amend legislation to permit public access to the Ontario Sex Offender Registry be received and supported; and further

**THAT** Council for the Township of Wainfleet formally request the Government of Canada amend the Sex Offender Information Registration Act (S.C. 2004, c. 10) to permit public access to the National Sex Offender Registry in the interest of greater public safety.”

CARRIED

d) Correspondence Item C-170 Re: Bridges Proclamation Request

**Resolution No. C-2025-128**

Moved by Councillor MacLellan

Seconded by Mayor Grant

**“THAT** Correspondence item C-170 respecting the Bridges Proclamation Request be received and supported.”

CARRIED

e) Correspondence Item C-174 Re: Quad Niagara Fee Waiver Request

**Resolution No. C-2025-129**

Moved by Councillor MacLellan  
Seconded by Mayor Grant

“**THAT** Correspondence item C-174 respecting the Quad Niagara Fee Waiver Request be received and supported.”

CARRIED

**13. Consent Agenda**

**Resolution No. C-2025-130**

Moved by Councillor MacLellan  
Seconded by Councillor Gilmore

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

- a) Memorandum Re: Drainage Billing By-Law
- b) Memorandum Re: Summer Season Parking Statistics”

CARRIED

**14. Staff Reports & Recommendations**

a) Administrative Staff Reports

- i. ASR-016/2025 Re: Reappointment of Auditors

**Resolution No. C-2025-131**

Moved by Councillor MacLellan  
Seconded by Councillor Anderson

“**THAT** Administrative Staff Report ASR-016/2025 respecting Reappointment of Auditors be received; and

**THAT** Doane Grant Thornton LLP’s contract be extended for 2 years and they be appointed the Township of Wainfleet’s auditors for the fiscal years ending December 31, 2025 and 2026.”

CARRIED

- ii. ASR-017/2025 Re: Records and Information Management Framework

**Resolution No. C-2025-132**

Moved by Councillor Van Vliet  
Seconded by Councillor MacLellan

**“THAT** Administrative Staff Report ASR-017/2025 respecting a Records and Information Management (RIM) administrative framework be received; and

**THAT** the draft Records Retention By-law attached as Appendix “A” be adopted; and

**THAT** the Records and Information Management (RIM) Policy attached as Appendix “B” be adopted.”

CARRIED

b) Planning Staff Reports

- i. PSR-009/2025 Re: Draft Plan of Vacant Land Condominium – File No. P01/2025W Willow Creek Estates, Side Road 20

**Resolution No. C-2025-133**

Moved by Councillor Van Vliet

Seconded by Councillor MacLellan

**“THAT** Planning Staff Report PSR-009/2025 be received; and

**THAT** Draft Plan of Vacant Land Condominium application P01/2025W for the lands described as Concession 3, Part Lot 20 being Part 1 on Plan 59R16765 and located on the west side of Side Road 20 within the Hamlet of Wainfleet, be approved for the reasons outlined in this report and subject to the conditions of draft approval in Appendix “C”; and

**THAT** the application be deemed to be consistent with the Provincial Planning Statement 2024 and other matters of Provincial interest.”

DEFEATED

**Resolution No. C-2025-134**

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

**“THAT** Draft Plan of Vacant Land Condominium application P01/2025W for the lands described as Concession 3, Part Lot 20 being Part 1 on Plan 59R16765 and located on the west side of Side Road 20 within the Hamlet of Wainfleet, BE REFUSED on the basis that the proposed design is premature, does not provide for an efficient or coordinated pattern of development. Specifically, the condominium road pattern fails to provide a logical connection to the vacant parcel to the south, contrary to good planning principles and the Township’s objective of ensuring long-term connectivity, coordinated access, and efficient infrastructure delivery.”

CARRIED

**15. By-laws****Resolution No. C-2025-135**

Moved by Councillor Gilmore

Seconded by Councillor MacLellan

“**THAT** By-law No. 027-2025 being a by-law to provide for drainage works in the Township of Wainfleet in the Region of Niagara. be read a third and final time and finally passed this 30th day of September, 2025.”

CARRIED

**Resolution No. C-2025-136**

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

“**THAT** the following by-laws be read and passed this 30th day of September, 2025:

- a) By-law No. 033-2025 being a by-law to Establish a Records Retention Schedule for the Township of Wainfleet and Repeal By-law 818-83, as amended.
- b) By-law No. 034-2025 being a by-law to amend the assessment schedules and to levy the actual costs incurred for the maintenance and construction of drainage works in the municipality known as the Andrew Shauntz Drain, Bridgewater Outlet Drain, Bridgewater Drain, Consolidated South Wainfleet Drain, George Traver Drain, Klijn Drain, Newhouse Drain, North Forks Drain, Skelton Drain, and Stayzer Drain.”

CARRIED

**16. Notices of Motion**

Councillor MacLellan provided notice of intention to bring a motion to the next regular meeting of Council directing staff to investigate individual MPAC assessments for approved building lots.

**17. Closed Meeting****Resolution No. C-2025-137**

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

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

- a) Item under Section 239(2)(f) of the Municipal Act, 2001, advice that is subject to solicitor-client privilege, including communications necessary for that purpose – 1 item (update on legal files)

CARRIED

**18. Rise & Report**

The Clerk reported that Council met in closed session pursuant to exemptions under Section 239 of the Municipal Act to receive information and provide confidential staff direction respecting two legal matters.

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

**Resolution No. C-2025-138**

Moved by Councillor MacLellan

Seconded by Councillor Anderson

“**THAT** By-law No. 035-2025 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 September 30, 2025 be read and passed this 30th day of September, 2025.”

CARRIED

**20. Adjournment**

There being no further business, the meeting was adjourned at 9:09 p.m.

\_\_\_\_\_  
B. Grant, MAYOR

\_\_\_\_\_  
A. Chrastina, CLERK

**Approved October 21, 2025**