



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

C16/25
OCTOBER 21, 2025
6:30 P.M.
COUNCIL CHAMBERS

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

STAFF PRESENT: M. Luey Chief Administrative Officer
 A. Chrastina Clerk
 L. Earl Manager of Community & Development Services
 L. Gudgeon Manager of Human Resources
 C. Hart Manager of Financial Planning/Deputy Treasurer
 R. Nan Manager of Operations
 D. Zelichowski IT Specialist

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

None.

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.
- We hope everyone can join us on November 11th for our 12th Annual Remembrance Day Ceremony at 10:45 at the Cenotaph
- Our next regular meeting of Council is Tuesday November 18 at 6:30pm

6. Councillor's Announcements & Remarks

None.

7. Adoption of Previous Council Minutes**Resolution No. C-2025-143**

Moved by Councillor MacLellan

Seconded by Councillor Anderson

“**THAT** the minutes of the regular meeting of Council held September 30, 2025 and the Special meetings of Council held October 2, 2025 be adopted as circulated.”

CARRIED

8. Public Meeting

None.

9. Delegations

None.

10. Consent Agenda

None.

11. Staff Reports & Recommendationsa) Administrative Staff Reports

- i. ASR-018/2025 Re: 2024 Asset Management Plan

Resolution No. C-2025-144

Moved by Councillor Van Vliet

Seconded by Councillor MacLellan

“**THAT** Administrative Staff Report ASR-018-2025 respecting the 2024 Asset Management Plan be received; and

THAT Council adopt the 2024 Asset Management Plan as presented, and direct staff to continue applying a combined 4% annual levy increase for the capital levy and infrastructure levy as the preferred strategy for closing the infrastructure funding gap; and

THAT Council adopt the new Asset Management Policy attached as Appendix B, which incorporates recommendations from the consultant review and helps achieve compliance with Ontario Regulation 588/17.”

CARRIED

- ii. ASR-019/2025 Re: South Niagara Hospital Contribution

Resolution No. C-2025-145

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

“**THAT** Council select option #4 as outlined in Administrative Staff Report ASR-019/2025, being to not contribute financially to the South Niagara Hospital project, recognizing the critical infrastructure funding deficit identified in the 2024 Asset Management Plan (AMP) and the levy pressures projected in the 2026 draft budget.”

CARRIED

- iii. ASR-020/2025 Re: Reserve and Reserve Fund Consolidation and Policy

Resolution No. C-2025-146

Moved by Councillor MacLellan

Seconded by Councillor Anderson

“**THAT** Report ASR-020/2025 regarding the Reserve and Reserve Fund Consolidation and Policy be received; and

THAT Council approves Appendix B – Reserve and Reserve Fund Policy.”

CARRIED

b) By-law Enforcement Staff Reports

- i. Memorandum Re: Traffic and Parking By-law No. 010-2018 - Amendment Maple Road

Resolution No. C-2025-147

Moved by Councillor Anderson

Seconded by Councillor Gilmore

“**THAT** the memorandum respecting the Traffic and Parking By-law amendment for Maple Road be received; and

THAT the recommendation contained therein be approved and acted upon.”

CARRIED

c) Public Works Staff Reports

- i. PWSR-019/2025 Re: Request for New Streetlight

Resolution No. C-2025-148

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

“**THAT** Public Works Staff Report PWSR 019/2025 respecting the request for streetlight be received; and

THAT Council direct staff to install a single street light at the intersection of Church Street and Mill Race Road for public safety and, to benefit the residents of the Township; and

THAT the cost be applied to the operating budget of the Operations Department pending the 2026 budget approval by council.”

CARRIED

- ii. PWSR-020/2025 Re: Cleaning Services Contract

Resolution No. C-2025-149

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

“**THAT** Public Works Staff Report PWSR 020/2025 respecting the purchase of a Cleaning Services Contract be received; and

THAT Council direct the Manager of Operations to award the Cleaning Services Contract from January 16, 2026, through January 16, 2028, to A1 Cleaning Company Inc.”

CARRIED

15. Correspondence

None.

16. By-laws

Resolution No. C-2025-150

Moved by Councillor Van Vliet

Seconded by Councillor MacLellan

“**THAT** the following by-laws be read and passed this 21st day of October, 2025:

- a) By-law No. 038-2025 being a by-law to repeal By-law No. 015-2025 being a bylaw to appoint a Deputy Clerk for the Corporation of the Township of Wainfleet.
- b) By-law No. 039-2025 being a by-law to amend parking a by-law to amend By-law No. 010-2018, being a by-law to Regulate Traffic and Parking in the Township.”

CARRIED

17. Notices of Motion

Resolution No. C-2025-151

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

“**THAT** staff be directed to provide updated information to the Municipal Property Assessment Corporation upon final approval of development applications in the Township, so that individual building lots are subject to appropriate assessment and taxation.

CARRIED

18. Closed Meeting**Resolution No. C-2025-152**

Moved by Councillor MacLellan

Seconded by Councillor Anderson

“**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 – 2 items (staffing matters)
- b) 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)
- c) Minutes of the Closed Meetings of Council held September 30, 2025.”

CARRIED

19. 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 staffing matters and an agreement matter. Further, Council adopted previous closed session minutes.

20. By-law to Confirm the Proceedings of Council**Resolution No. C-2025-153**

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

“**THAT** By-law No. 040-2025 being a by-law to adopt, ratify and confirm the proceedings of the Council of the Corporation of the Township of Wainfleet its Special Meeting of Council held October 2, 2025 and its Regular Meeting of Council held October 21, 2025 be read and passed this 21st day of October, 2025.”

CARRIED

21. Adjournment

There being no further business, the meeting was adjourned at 9:33 p.m.

B. Grant, MAYOR

A. Chrastina, CLERK
Approved November 18, 2025