



**THE CORPORATION OF THE TOWNSHIP OF WAINFLEET  
DRAINAGE ADVISORY COMMITTEE MEETING AGENDA**

DAC03/2025

December 1, 2025 –8:30 A.M.

BOARDROOM 1

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1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the General Nature Thereof**
3. **Previous Meeting Minutes**
  - a) Minutes of the Drainage Advisory Committee Meeting held March 11, 2025
4. **Business Arising**
  - a) 2025 maintenance/Construction Update
  - b) 2026 Maintenance/Construction
  - c) Staffing Update
  - d) Committee term
5. **Other Business**
6. **Next Meeting Date**
7. **Adjournment of Meeting**

THE CORPORATION OF THE TOWNSHIP OF WAINFLEET  
DRAINAGE ADVISORY COMMITTEE MEETING  
MINUTES

DAC02/25  
MARCH 11, 2025  
8:00 A.M.  
BOARDROOM 1

PRESENT: L. Aarts, M Henderson, K. Hessels & J. Sonneveld & G. Veldhuizen

REGRETS: T. Gilmore

STAFF PRESENT: A. Chrastina, M. Jemison & R. Nan

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1. **Call to Order**

The Chair called the meeting to order at 8:07 a.m.

2. **Declarations of Interest and the General Nature Thereof**

None.

3. **Adoption of Previous Committee Meeting Minutes**

**Resolution DAC-002-2025**

Moved by Member Sonneveld

Seconded by Member Veldhuizen

“**THAT** the minutes of the meeting held February 11, 2025 be adopted as circulated.”

CARRIED

4. **Business**

a) **Maintenance Update**

The Drainage Superintendent provided an update on the proposed 2025 maintenance schedule, to include approximately 15 kms of municipal drain works. Maintenance will be done in-house.

b) **Construction Update**

The Drainage Superintendent provided an update on the proposed 2025 construction projects totalling 8 kms and including, NEC #2, #4, Ellsworth and several large culverts. Construction projects are tendered out.

c) **CSW Drain Discussion: #29, #31, #35, #42, #43**

- i. How to manage small drains with limited maintenance history  
Multiple tributary drains on the CSW drain have not historically been maintained but, are municipal drains. The Drainage Superintendent provided an overview of these.

d) Upcoming Drainage Events

- i. Drainage Program Open House April 10  
This event is posted on the website and will go on the LED sign. The date for the next Open House was confirmed as April 9, 2026 which will be included in the January 2026 tax bill insert.
- ii. NEC Drain 2/4 Court of Revision: March 25 4pm  
Notices were circulated and no written appeals have been received to date.

e) Engineering Update

Ellsworth has been the priority and the report is expected within the next couple of weeks. Casey and Big Forks are also in progress along with a few others. Collver has been held up by the railway, prompting a change in design to overcome the delay.

5. **Other Business**

- a) Historical billing was issued in 2024. The second batch which would have caught everyone up was ready just before the postal strike and was delayed and is now expected to bill mid-summer. Finance software limitations restrict the timing on bill outs. The Drainage Superintendent has worked with the Treasurer to improve the process in future.
- b) The Drainage Superintendent attended an Invasive Species Worksop. Phragmites are starting to become an issue in Wainfleet.
- c) There is interest in a Mutual Agreement Drain along Putman Road. The is a property owner driven initiative that requires the appropriate provincial form.

6. **Next Meeting Date**

Monday, December 1, 2025 @ 8:30 a.m.

7. **Adjournment of Meeting**

There being no further business, the meeting was adjourned at 9:52 a.m.

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L. Aarts, CHAIR

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A. Chrastina, RECORDING SECRETARY