



**THE CORPORATION OF THE TOWNSHIP OF WAINFLEET
REGULAR MEETING OF COUNCIL AGENDA
DECEMBER 9, 2025 – 6:00 P.M.
COUNCIL CHAMBERS**

*(Time adjusted for this meeting only
Regular business to resume at 6:30 p.m.)*

C20/25

- 1. Call to Order**
- 2. Closed Meeting**
 - a) Item under Section 239(2)(a) of the Municipal Act, 2001, the security of the property of the municipality or local board– 1 item (a security matter)
- 3. Rise & Report**
- 4. National Anthem**
- 5. Land Acknowledgement Statement**
- 6. Disclosures of Interest and the General Nature Thereof**
- 7. Presentations**
 - a) 2025 Holiday Greeting Card Winners
- 8. Mayor’s Announcements & Remarks**
- 9. Councillor’s Announcements & Remarks**
- 10. Adoption of Previous Council Minutes**
 - a) Minutes of the Regular Meeting of Council held November 18, 2025
 - b) Minutes of the Special Meeting of Council held November 24, 2025
 - c) Minutes of the Special Meeting of Council held November 26, 2025
- 11. Public Meeting**
 - a) Zoning By-law Amendment Z07/2025W
- 12. Delegations**
- 13. Consent Agenda**

14. Staff Reports & Recommendations

a) Administrative Staff Reports

- i. Memorandum Re: Support for the Adoption of a Code of Conduct for Human Trafficking Prevention
- ii. ASR-025/2025 Re: 2022-2026 Advisory Committee Dissolution
- iii. ASR-026/2025 Re: 2026 Consolidated Budget Report

b) Fire Staff Reports

- i. FSR-005/2025 Re: Community Risk Assessment

c) Planning Staff Reports

- i. PSR-010/2025 Re: Zoning By-law Amendment File No. Z06/2025W 43237 Pettit Road, Wainfleet

d) Public Works Staff Reports

- i. PWSR-024/2025 Re: Non-Eligible Sources Recycling Collection

15. Review of Correspondence

- a) Correspondence Item C-217 Re: Marshville Heritage Society request for fee reduction

16. By-laws

- a) By-law No. 036-2025 being a by-law to provide for drainage works in the Township of Wainfleet in the Region of Niagara. (Ellsworth Drain third and final reading)
- b) By-law No. 046-2025 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 31 in the Township of Wainfleet and known municipally as 43237 Pettit Road.

17. Notices of Motion**18. Closed Meeting**

- 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 (an acquisition of land matter)

b) Minutes of the Closed Meeting of Council held November 18, 2025

19. Rise & Report

20. By-law to Confirm the Proceedings of Council

a) By-law No. 047-2025 being a by-law to adopt, ratify and confirm the proceedings of the Council of the Corporation of the Township of Wainfleet at its Special Meetings of Council held November 24, 2025 and November 26, 2025 and its Regular Meeting of Council held December 9, 2025.

21. Adjournment



79EL Ruby Den Bak



80EL Silas Den Bak



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

C17/25
NOVEMBER 18, 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
 B. Hopkins Chief Building Official
 C. Hart Manager of Financial Planning/Deputy Treasurer
 R. Nan Manager of Operations
 D. Scott Planning Technician

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 Van Vliet declared an interest in the Public Meeting (Zoning By-law Amendment Z06/2025W)

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.
- Thank you to everyone who attended our 12th Annual Remembrance Day Ceremony and to our great volunteers who make it happen each year.
- Special Budget meetings will be held next week on November 24th and 26th at 4:00pm.
- Our next regular meeting of Council is Tuesday December 9 at 6:30pm where we expect to adopt the final 2026 budget. This will also be our last regular meeting of 2025.

6. Councillor's Announcements & Remarks

None.

7. Order of the Agenda

By general consent, Council agreed to amend the order of the agenda to consider Correspondence Item C-201 Re: Brett Leggett AORS Certification prior to other business.

a) Correspondence Item C-201 Re: Brett Leggett AORS Certification

Councillor Van Vliet and the rest of Council recognized and congratulated Brett Leggett on receiving his Associate Road Supervisor certification from the Association of Ontario Road Supervisors.

8. Adoption of Previous Council Minutes**Resolution No. C-2025-154**

Moved by Councillor Gilmore

Seconded by Councillor Anderson

"THAT the minutes of the regular meeting of Council held October 21, 2025 be adopted as circulated."

CARRIED

9. Public Meeting**a) Zoning By-law Amendment Z06/2025W**

Councillor Van Vliet left the dais.

Mayor Grant called the Public Meeting to order at 6:35 p.m. and advised that the purpose of the Public Meeting is to provide information about the proposed amendment and provide opportunity for public input.

The Manager of Community & Development Services provided an information report outlining application details, progress and comments received.

The applicant was not present and did not provide any comments regarding the application.

There were no comments or questions received from members of Council.

There were no public comments received.

The Manager of Community & Development Services provided information regarding next steps and appeal rights.

The Public Meeting was adjourned at 6:40 p.m.

Councillor Van Vliet returned to the dais.

b) 2026 Proposed User Fees and Charges

Mayor Grant called the Public Meeting to order at 6:40 p.m. and advised that the purpose of the Public Meeting is to provide information about the proposed fee amendments and provide opportunity for public input.

The Manager of Financial Planning provided an overview of the proposed changes to the 2026 User Fees and Charges and Building Permit Fees.

Councillor Anderson inquired if the intention of the proposed Building Permit Fees is to realize full cost recovery. The Manager of Financial Planning confirmed this to be correct.

There were no public comments received.

The Public Meeting was adjourned at 6:44 p.m.

10. Delegations

None.

11. Consent Agenda

None.

12. Staff Reports & Recommendations

a) Administrative Staff Reports

- i. ASR-021/2025 Re: 2026-2031 Multi-Year Accessibility Plan

Resolution No. C-2025-155

Moved by Councillor Anderson

Seconded by Councillor MacLellan

“THAT Administrative Staff Report ASR-021/2025 respecting a new 2026-2031 Multi-Year Accessibility Plan be received; and

THAT the draft 2026-2031 Multi-Year Accessibility Plan developed for the Township of Wainfleet by the Herrington Group Ltd. be adopted.”

CARRIED

- ii. ASR-022/2025 Re: 2026 Council Meeting Schedule

By general consent, Council requested to move the proposed March 3, 2026 meeting to March 10, 2026.

Resolution No. C-2025-156

Moved by Mayor Grant
Seconded by Councillor MacLellan

“THAT Administrative Staff Report ASR-022/2025 respecting the 2026 Council Meeting Schedule be received; and

THAT the 2026 Council Meeting Schedule outlined in the report (as amended) be confirmed and adopted.”

CARRIED

- iii. ASR-023/2025 Re: 2026 Proposed User Fees and Charges

Resolution No. C-2025-157

Moved by Councillor Anderson
Seconded by Councillor Van Vliet

“THAT Report ASR-023/2025 regarding proposed user fees and charges be received; and

THAT Council approve the recommended user fees and charges contained within Appendix “A” of the report; and

THAT the General Fees and Charges By-law attached as Appendix “B” be approved.”

CARRIED

- iv. ASR-024/2025 Re: 2025 Q3 Projected Results Report

Resolution No. C-2025-158

Moved by Councillor MacLellan
Seconded by Councillor Gilmore

“THAT Administrative Staff Report ASR-024/2025 respecting 2025 Q3 Projected Results Report be received as information.”

CARRIED

b) Community & Development Services Staff Reports

- i. CDS-001/2025 Re: Award of Request for Proposal RFP 2025-01-CDS Consulting Services for the Township of Wainfleet’s Official Plan Conformity and 10-Year Update

Resolution No. C-2025-159

Moved by Councillor MacLellan
Seconded by Councillor Gilmore

“THAT Report CDS-001-2025 respecting the Award for the Official Plan Conformity & 10-year Update be received; and

THAT Council direct the Manager of Community and Development Services to award the Request for Proposal RFP 2025-01-CDS Consulting Services for the Township of Wainfleet's Official Plan Conformity and 10-Year Update to GSP Group in the amount of \$117,500.00 plus HST."

CARRIED

- ii. Memorandum Re: Hearing and Screening Officer Appointment

Resolution No. C-2025-160

Moved by Councillor MacLellan
Seconded by Councillor Gilmore

"**THAT** the memorandum respecting Hearing and Screening Officer Appointment be received; and

THAT the recommendations contained therein be approved and acted upon."

CARRIED

c) Drainage Staff Reports

- i. DSR-011/2025 Re: Award of Tender for Drain Reconstruction – Aldrey Drain

Resolution No. C-2025-161

Moved by Councillor MacLellan
Seconded by Councillor Gilmore

"**THAT** Drainage Staff Report DSR-011/2025 respecting the Award of Tender for Drain Reconstruction – Aldrey Drain be received; and

THAT Council direct Staff to award the tender for the reconstruction of the Aldrey Drain to Wassink Excavating Ltd."

CARRIED

- ii. DSR-012/2025 Re: Swayze Drain Management Options

Resolution No. C-2025-162

Moved by Councillor Gilmore
Seconded by Councillor MacLellan

"**THAT** Drainage Staff Report DSR-012/2025 regarding the future management of the Swayze Drain be received; and

THAT Council authorize staff to prepare and distribute the necessary notices in accordance with Section 78(1) Drainage Act; and

THAT Council appoint Spriet Associates Ltd. Engineering under the Drainage Act to improve the Swayze Drain."

CARRIED

d) Public Works Staff Reports

- i. PWSR-021/2025 Re: Building Condition Assessments

Resolution No. C-2025-163

Moved by Councillor MacLellan
Seconded by Councillor Anderson

“**THAT** Public Works Staff Report PWSR-021/2025 respecting Building Condition Assessments be received for information.”

CARRIED

- ii. PWSR-022/2025 Re: Speed Limit Reductions

By general consent, Council directed staff to report back in 2026, with any confirmed funding available through the Niagara Region Vision Zero initiative, which could offset costs associated with implementing a Township-wide speed reduction.

Resolution No. C-2025-164

Moved by Councillor MacLellan
Seconded by Mayor Grant

“**THAT** Public Works Staff Report PWSR-022/2025 respecting Speed Limit Reductions be received for information.”

CARRIED

- iii. PWSR-023/2025 Re: Assumption of the Marshville Estates Subdivision (Memme Court)

Resolution No. C-2025-165

Moved by Councillor MacLellan
Seconded by Councillor Gilmore

“**THAT** PWSR 023/2025 respecting the request for Assumption of the Marshville Estates Subdivision (Memme Court) be received; and

THAT Council enact a By-law to approve full acceptance and assumption of the Marshville Estates Subdivision (Memme Court); and

THAT Council direct the Manager of Operations to issue the Final Certificate of Completion of Services.”

CARRIED

15. Correspondence

- a) Correspondence Item C-204 Re: Ontario Airport Capital Assistance Program

Resolution No. C-2025-166

Moved by Councillor MacLellan
Seconded by Councillor Van Vliet

“THAT Correspondence item C204 from the City of Brantford respecting the Ontario Airport Capital Assistance Program be received and supported.”

CARRIED

b) Correspondence Item C-205 Re: Veterans’ Crosswalk Request

The Manager of Operations noted challenges with implementing this request, including a lack of recognized sidewalks and the Township not being the road authority of the proposed location.

Resolution No. C-2025-167

Moved by Mayor Grant
Seconded by Councillor Gilmore

“THAT Correspondence item C205 from the Wainfleet Historical Society respecting a Veterans’ Crosswalk Request be received; and

THAT the Manager of Operations be directed to meet with the Historical Society to review available options and alternatives for installing a memorial walkway.”

CARRIED

16. By-laws**Resolution No. C-2025-168**

Moved by Councillor Gilmore
Seconded by Councillor MacLellan

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

- a) By-law No. 041-2025 being a by-law to delegate authority to the Chief Administrative Officer to appoint a Screening and Hearing Officer for the Township of Wainfleet.
- b) By-law No. 042-2025 being a by-law to assume municipal works in respect of Registered Plan 59-M396, being the subdivision known as Marshville Estates.
- c) By-law No. 043-2025 being a by-law to provide for interim tax levies for the year 2026 for the Township of Wainfleet.
- d) By-law No. 044-2025 being a by-law to establish and regulate payment of various fees and charges within the Township of Wainfleet.”

CARRIED

17. Notices of Motion

None.

18. Closed Meeting

Resolution No. C-2025-169

Moved by Councillor Anderson
Seconded by Councillor Gilmore

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

- a) Item under Section 239(2)(b) of the Municipal Act, 2001, personal matters about an identifiable individual, including municipal or local board employees – 1 item (a staffing matter)
- b) Minutes of the Closed Meetings of Council held October 21, 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 a staffing matter. Further, Council adopted previous closed session minutes.

20. By-law to Confirm the Proceedings of Council

Resolution No. C-2025-170

Moved by Councillor Van Vliet
Seconded by Councillor MacLellan

“**THAT** By-law No. 045-2025 being a by-law to adopt, ratify and confirm the proceedings of the Council of the Corporation of the Township of Wainfleet at its Regular Meeting of Council held November 18, 2025. be read and passed this 18th day of November, 2025.”

CARRIED

21. Adjournment

There being no further business, the meeting was adjourned at 8:33 p.m.

B. Grant, MAYOR

A. Chrastina, CLERK



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

C18/25
NOVEMBER 24, 2024
4:00 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/Deputy Clerk
 M. Alcock Fire Chief
 L. Earl Manager of Community & Development Services
 C. Hart Manager of Financial Planning/Deputy Treasurer
 M. Jemison Drainage Superintendent
 R. Nan Manager of Operations
 D. Scott Planning Technician

1. Call to Order

2. Call to Order

Mayor Grant called the meeting to order at 4:00 p.m.

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. Staff Reports & Recommendations

a) 2026 Draft Capital Budget

The Manager of Financial Planning/Deputy Treasurer presented the draft 2026 Capital Budget to Council for their review and consideration. Budget deliberations will continue November 26, 2024 with a final budget to be presented to Council for consideration at the December 9, 2025 regular meeting.

18. Adjournment

There being no further business, the meeting was adjourned at 5:57 p.m.

B. Grant, MAYOR

M. Luey, DEPUTY CLERK

DRAFT



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

C19/25
NOVEMBER 26, 2024
4:00 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/ Deputy Clerk
 M. Alcock Fire Chief
 L. Earl Manager of Community & Development Services
 L. Gudgeon Manager of Human Resources
 C. Hart Manager of Financial Planning/Deputy Treasurer
 M. Jemison Drainage Superintendent
 A. Jenkins Supervisor of Accounting
 R. Nan Manager of Operations

1. Call to Order

2. Call to Order

Mayor Grant called the meeting to order at 4:00 p.m.

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. Staff Reports & Recommendations

a) 2026 Draft Operating Budget

The Manager of Financial Planning/Deputy Treasurer presented the draft 2026 Operating Budget to Council for their review and consideration. The final budget will be presented to Council for consideration at the December 9, 2025 regular meeting.

18. Adjournment

There being no further business, the meeting was adjourned at 5:32 p.m.

B. Grant, MAYOR

M. Luey, DEPUTY CLERK

DRAFT

PUBLIC MEETING INFORMATION REPORT

Public Meeting: Tuesday December 9, 2025 at 6:30 p.m. in Council Chambers
File No.: Zoning By-law Amendment Z07/2025W
Applicant: Joyce Sonneveld on behalf of Peter & Frances Vedder
Subject Property: 40562 Forks Road, Wainfleet

Purpose of a Public Meeting

The purpose of the public meeting is to provide information about the application and provide an opportunity for public input. No recommendations are provided at the public meeting and Township Council will not be making any decisions at the meeting. A recommendation report will be prepared by staff and presented at a subsequent meeting of Township Council following a full review of the application.

Any person may make written or verbal representation either in support of or in opposition to the proposed Zoning By-law Amendment. Please note that all submissions, including personal information, will become part of the public record and may be publicly released. The public meeting will also be live-streamed through the Township's [Youtube page](#). Written comments are encouraged and can be submitted by email to planning@wainfleet.ca, personal delivery to the Township Office at 31940 Highway #3, Wainfleet or regular mail to P.O. Box 40, Wainfleet ON L0S 1V0, to the attention of Sarah Ivins, Planner. The public commenting period will close at the conclusion of the public meeting.

Property Information

The subject property is located on the north side of Forks Road, between Green Road South and Phillips Road, and is known municipally as 40562 Forks Road. The subject property is approximately 36.62 hectares in area and currently contains a single detached dwelling as well as several agricultural and accessory buildings. The surrounding land uses are residential, agricultural and industrial – the subject lands are shown in Schedule "A".

The subject lands are designated as Prime Agricultural Area in the Niagara Official Plan, designated as Rural Area and Environmental Conservation Area in the Township Official Plan and zoned Rural – A4 with an Environmental Conservation Overlay under Zoning By-law 034-2014.

The subject lands are also the subject of concurrent consent application (File No. B09/2025W), to sever Part 1 (0.85 hectares) as a surplus farm dwelling and to retain Part 2 (35.77 hectares) for continued agricultural use. The consent application is scheduled to be heard by the Committee of Adjustment at their December 17, 2025 hearing.

Application Details

The purpose of the proposed Zoning By-law Amendment application is to rezone:

- Part 1 of the subject property from the current Rural – A4 zone to a site-specific Rural – A4-87 zone to permit a maximum accessory building lot coverage of 5.2%;
- Part 2 of the subject property from the current Rural – A4 zone to a site-specific Rural – A4-1,88 zone to prohibit dwellings and to permit a minimum lot area of 35.77 hectares while maintaining the existing Environmental Conservation Overlay.

The proposed Zoning By-law Amendment map is attached as Schedule “B” and the consent sketch showing the proposed severance is attached as Schedule “C”.

The formal Notice of Public Meeting and a copy of the application materials can be viewed on the Township’s website at www.wainfleet.ca/publicnotices.

Consultation

In accordance with the *Planning Act*, a Notice of Public Meeting was mailed to all landowners within 120m of the subject property on November 17, 2025 and a public notice sign was posted on the subject property. The notice was also posted on the Township’s website. As of December 1, 2025 no written public comments have been received.

The application was circulated to external agencies and internal departments for review and comments on November 17, 2025. The following comments have been received by the Planning Department as of December 1, 2025:

Township Building Department noted no concerns.

Township By-law Department noted no concerns.

Any further comments received after the public meeting will be addressed in the future staff report.

Next Steps

A planning report regarding a complete review of the application will be brought forward by staff and considered by Council at a later date.

Bill 185, the *Cutting Red Tape to Build More Homes Act, 2024* was given royal assent on June 6, 2024, and restricts third party appeals. The *Planning Act, R.S.O. 1990, c. P.13*, Section 34, Subsection 19 now states that the applicant, a specified person, a public body, the registered owner of the land to which the by-law applies and the Minister may appeal the decision of Council to the Ontario Land Tribunal provided that they made oral submissions at a public meeting or written submissions to Council before a decision is made. Parties other than those listed above, are no longer eligible to file appeals for this application.

If you wish to be notified of the decision of the Corporation of the Township of Wainfleet in respect of the proposed application, you must make a written request to the Planning Department at the address noted below and quote the appropriate file number(s).

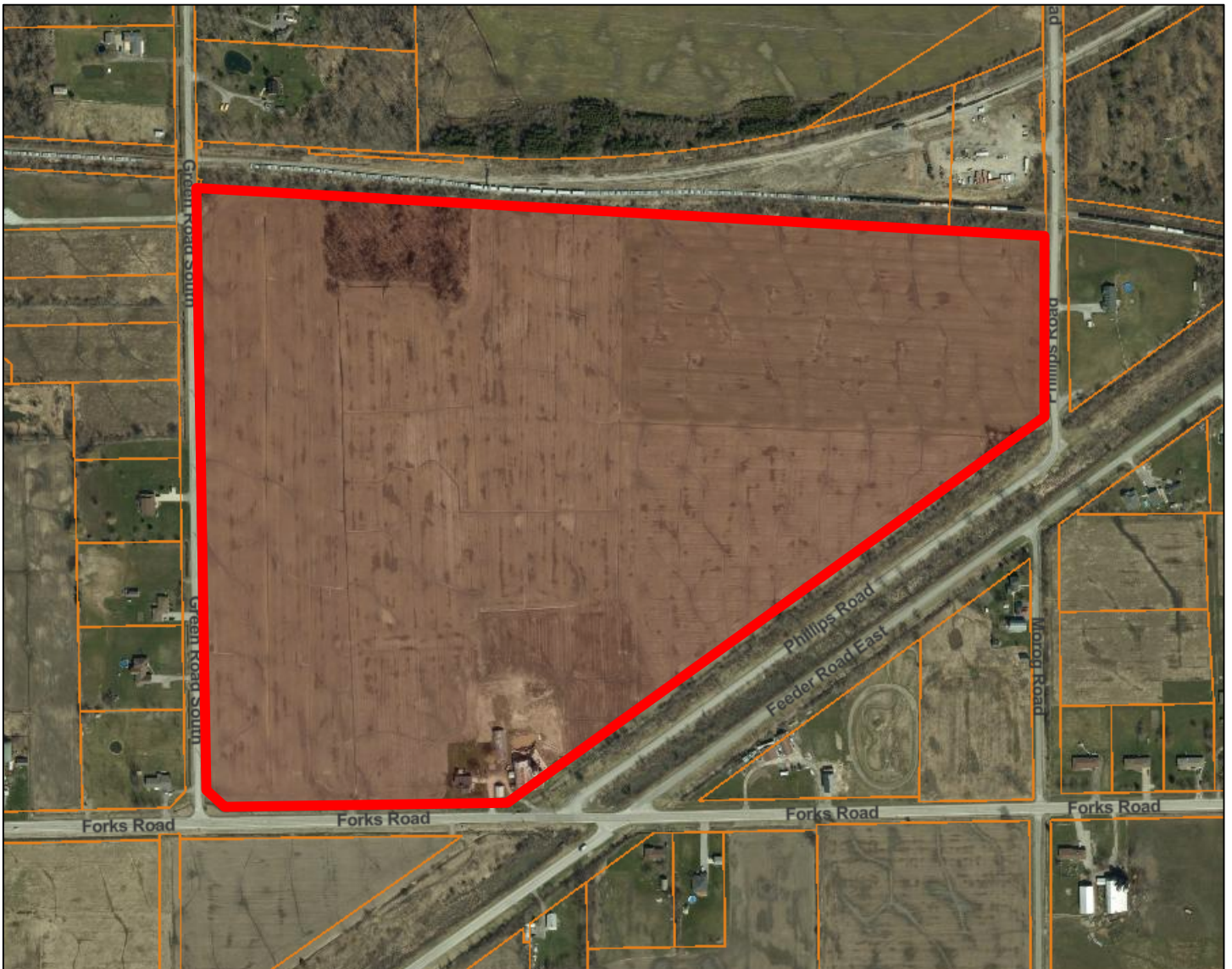
Contact

For further information regarding the proposed applications and to request to be notified of the decision of Council, please contact Sarah Ivins, Planner, at 905-899-3463 ext. 225 or planning@wainfleet.ca. Written comments can also be sent to the attention of Sarah Ivins.

Attachments

Schedule “A” – Map of Subject Lands
Schedule “B” – Zoning By-law Amendment Map
Schedule “C” – Consent Sketch

Schedule "A" – Map of Subject Lands



Proposed Zoning By-law Amendment Application
Z07/2025W
Joyce Sonneveld on behalf of Peter & Frances Vedder

40562 Forks Road
Concession 5 Part Lots 4 & 5
2714 000 01002200

LOCATION MAP

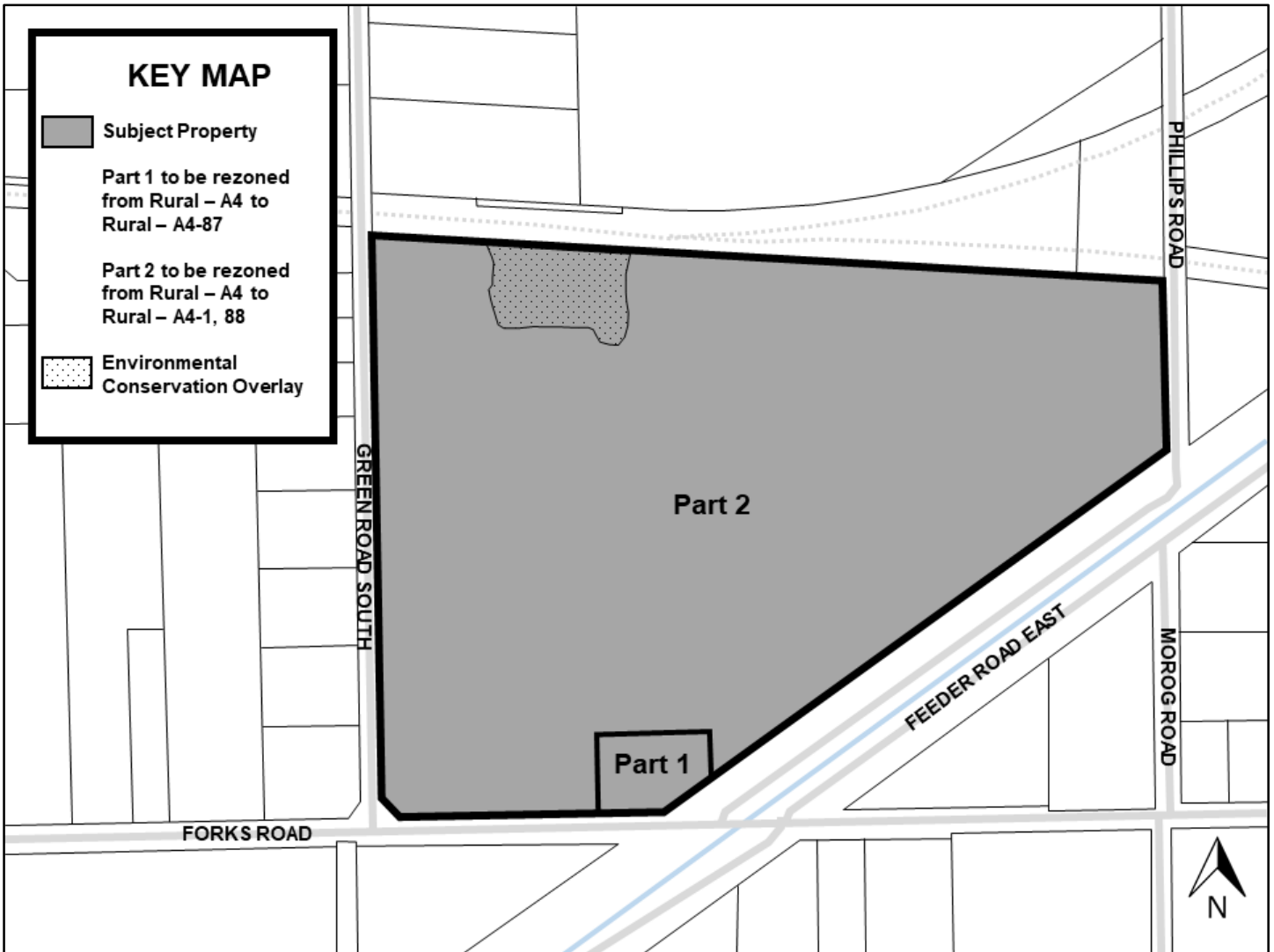
TOWNSHIP OF WAINFLEET

Wainfleet - Find your countryside!

Date: December 2025

File No.: Z07/2025W

Schedule "B" – Zoning By-law Amendment Map



Proposed Zoning By-law Amendment Application
Z07/2025W
Joyce Sonneveld on behalf of Peter & Frances Vedder

40562 Forks Road
 Concession 5 Part Lots 4 & 5
 2714 000 01002200

ZONING MAP

TOWNSHIP OF WAINFLEET
Wainfleet - Find your countryside!

Date: December 2025

File No.: Z07/2025W

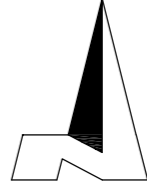
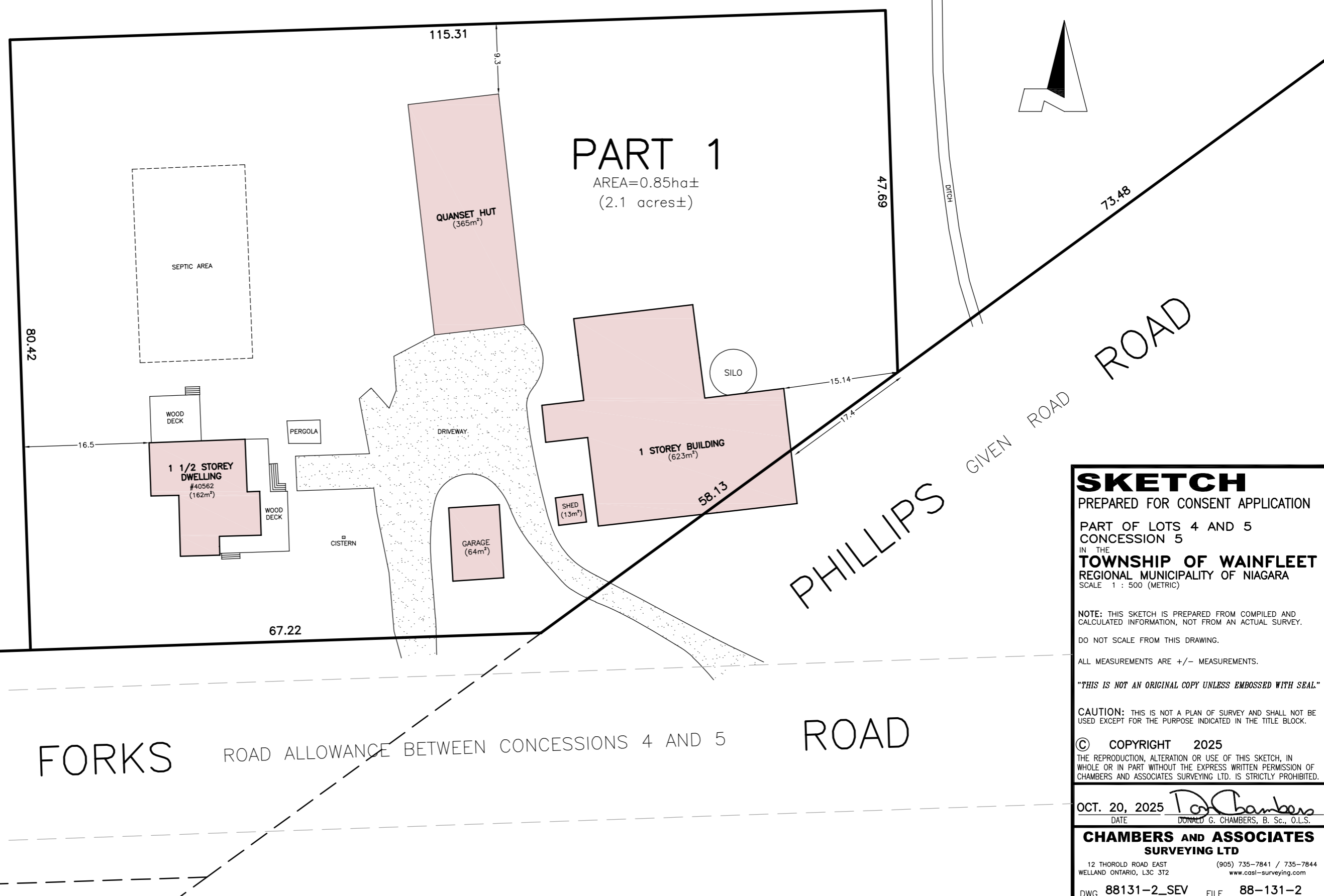
Schedule "C" – Consent Sketch

PART 2

AREA=35.77ha±

PART 1

AREA=0.85ha±
(2.1 acres±)



SKETCH
 PREPARED FOR CONSENT APPLICATION
 PART OF LOTS 4 AND 5
 CONCESSION 5
 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.
 "THIS IS NOT AN ORIGINAL COPY UNLESS EMBOSSED WITH SEAL"

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

© COPYRIGHT 2025
 THE REPRODUCTION, ALTERATION OR USE OF THIS SKETCH, IN WHOLE OR IN PART WITHOUT THE EXPRESS WRITTEN PERMISSION OF CHAMBERS AND ASSOCIATES SURVEYING LTD. IS STRICTLY PROHIBITED.

OCT. 20, 2025 *Don Chambers*
 DATE DONALD G. CHAMBERS, B. Sc., O.L.S.

CHAMBERS AND ASSOCIATES
SURVEYING LTD
 12 THOROLD ROAD EAST (905) 735-7841 / 735-7844
 WELLAND ONTARIO, L3C 3T2 www.cosl-surveying.com
 DWG 88131-2_SEV FILE 88-131-2

Memo

To: Mayor Grant & Members of Council
From: Mallory Luey, Chief Administrative Officer
Date: December 9, 2025
Re: Support for the Adoption of a Code of Conduct for Human Trafficking Prevention

Executive Summary

This memo recommends that Council formally endorse the *Code of Conduct for the Prevention of Human Trafficking in the Niagara Region*, developed by TOES Niagara and Brock University and actively support other Niagara region municipalities in their adoption of a Human Trafficking Prevention Code of Conduct.

Background

1. **Prior Council Direction:** Since their initial proclamation in 2023, Council has supported and recognized the International Day for the Elimination of Gender-Based Violence, which is part of the 16 Days of Activism Against Gender-Based Violence campaign, currently underway. This was most recently reconfirmed at the regular meeting of Council on March 18, 2025, in Administrative Staff Report ASR-005 2025, and delivers on the commitment established in Council's prior proclamation, translating policy intent into measurable action.
2. **Regional Context:** Several Niagara municipalities, including the Region of Niagara, the Town of Niagara-on-the-Lake, the Township of West Lincoln, and the City of Port Colborne, have committed to reviewing and implementing measures to align with the code and the broader regional effort to combat human trafficking, and have already adopted a similar or identical Code of Conduct, demonstrating a growing, cohesive regional response.
3. **Current Status:** Staff have now developed a Draft Resolution patterned after those already adopted, which is designed to provide a clear, actionable template for the Township and peer municipalities to follow, thereby ensuring consistency and maximizing the collective impact of the regional effort.

Financial and Resource Implications

- There are no new financial or resource implications associated with this action at this time. Future regional coordination efforts may require minor staff time allocation, which will be managed internally.

Conclusion

Adoption of this recommendation will formalize our municipality’s support for our regional partners and accelerate the implementation of a consistent Code of Conduct across Niagara, strengthening our collective defense against human trafficking.

Attachments

- Attachment A: The Code of Conduct for Human Trafficking Prevention in the Niagara Region: *The Hospitality and Tourism Sector* (June 20, 2025).

OTHERS CONSULTED:

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



THE CODE OF CONDUCT FOR HUMAN TRAFFICKING PREVENTION IN THE NIAGARA REGION **The Hospitality and Tourism Sector**

Developed by *TOES Niagara* and *Brock University*, in collaboration with community partners and with funding from *WAGE Canada*, this Code sets proactive standards for the Niagara hospitality and tourism sector, with support from allied sectors, to prevent human trafficking and protect vulnerable populations.

20 June 2025

Funded by



Women and Gender
Equality Canada

Femmes et Égalité
des genres Canada



THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Table of Contents

| | |
|---|-----------|
| Executive Summary | 2 |
| Background | 4 |
| Guiding Principles | 5 |
| Code of Conduct Statement | 6 |
| Definitions | 7 |
| Code of Conduct Collective Responsibilities & General Guidelines | 9 |
| 1. Mandatory Training | 9 |
| 2. Resource Distribution/Public Awareness..... | 9 |
| 3. Support Services and Survivor Assistance..... | 9 |
| 4. Safe Reporting: | 10 |
| 5. Monitoring and Evaluation | 10 |
| 6. Suppliers & Partners: | 10 |
| The Code of Conduct Steering Committee Responsibilities..... | 11 |
| Sectoral Guidelines & Responsibilities..... | 13 |
| 1. Hospitality and Tourism Industry..... | 13 |
| 2. Schools and Education Institutions..... | 14 |
| 3. Local Government..... | 15 |
| 4. Law Enforcement | 17 |
| 5. Community Agencies..... | 18 |
| Monitoring and Evaluation | 10 |
| References | 14 |
| Appendix..... | 15 |

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Executive Summary

Tools of Empowerment for Success (TOES Niagara), in collaboration with Brock University's Professional and Continuing Studies Office and supported by Women and Gender Equality Canada (WAGE), has spearheaded the development of a comprehensive Code of Conduct to Prevent Human Trafficking in the Niagara Region's Hospitality and Tourism Industry. This initiative, modeled in part on End Child Prostitution & Trafficking (ECPAT) International's globally recognized framework, seeks to address the alarming issue of human trafficking by equipping the hospitality and tourism sectors with awareness, tools, and strategies to protect vulnerable populations, including women, racially marginalized groups, and newcomers.

Through a trauma-informed, gender-based, culturally responsive approach, the initiative aligns with universal human rights principles and centers survivors' dignity and safety. Developed with input from survivors, community, priority sectors, and at-risk populations and leveraging the excellent work of many Niagara community organizations, the Code of Conduct establishes guidelines and responsibilities for key sectors, including: Hospitality and Tourism, Schools and Education Institutions, Law Enforcement, Community Agencies and Local Government – Niagara Region & Local Area Municipalities. It emphasizes collective responsibility and inclusion, aiming to foster coordinated, survivor-centered responses to prevent human trafficking.

Key components of the Code of conduct to prevent Human Trafficking in Niagara include:

Prevention

Proactive measures to deter trafficking for sexual and labor exploitation, with a focus on protecting disproportionately affected groups such as women and girls.

Protection

Safeguarding the identity, dignity, and safety of survivors, emphasizing confidentiality and trauma-informed, culturally responsive care.

Policy Development

Supporting organizations to implement or enhance trafficking prevention policies, ensuring clear resolution processes and survivor support.

Collaboration

Encouraging partnerships among signatories to strengthen collective anti-trafficking efforts and share promising practices regionally and nationally.

The initiative also includes the establishment of a Steering Committee to provide ongoing evaluation, integrate survivor feedback, and adapt strategies to evolving challenges. Organizations that commit to the Code will benefit in the following ways: Enhanced reputation and trust, access to tailored training and programs, policy development support, accreditation and certification as well as collaboration and networking opportunities, ensuring its successful implementation and sustainability.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Vision

A safe community for all.

Mission

Niagara is known as a leader in the fight to eradicate human trafficking and committed to making the region adopt a zero-tolerance approach to human trafficking.

Goals

Deter Human Traffickers from operating in Niagara.

Cut the demand for Human Trafficking in Niagara.

The public and the community are proactive in preventing Human Trafficking.

Protect survivors.

By building capacity across industries and leveraging community partnerships, this project aims to position Niagara as a model for eradicating human trafficking, promoting regional safety, and protecting the most vulnerable.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Background

Tools of Empowerment for Success (TOES Niagara) in partnership with Brock University Professional and Continuing Studies Office, with funding from Women and Gender Equality Canada (WAGE), established a multi-partner Steering Committee that developed and seeks to adapt this local Code of Conduct to prevent human trafficking in the hospitality and tourism industry in the Niagara region to strengthen the gender-based violence (GBV) sector, based in part on End Child Prostitution & Trafficking (ECPAT) International's *The Code of Conduct for the Protection of Children from Sexual Exploitation in Travel and Tourism*.

This Code seeks to address the need to provide awareness, tools, and support to the hospitality and tourism industry to prevent human trafficking of vulnerable populations (e.g., women, racially-marginalized, newcomers) working and living in the Niagara region.

The development of the Code is, in part, based on the ECPAT model with input from the community including survivors and at-risk populations. The Code leverages the excellent work of various Niagara community organizations and has involved some of these organizations in the development and formation.

The local Code will be implemented among organizations, and policy development support and training will be provided to these organizations to facilitate a successful implementation.

TOES Niagara will share information on the promising practice with key employers in major border cities so that they may replicate it or expand upon it within their own organizations.

Vision

- A safe community for all.

Mission

- Niagara is known as a leader in preventing and eradicating human trafficking and committed to making the region adopt a zero-tolerance approach to human trafficking.

Values

- Gender-Based Analysis-Plus: part of everything we do.
- Trauma informed, victim centred, culturally responsive approach.

Goals

- Deter Human Traffickers from operating in Niagara.
- Cut the demand for Human Trafficking in Niagara.
- The public and the community are proactive in preventing Human Trafficking.
- Protect survivors.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Guiding Principles

- **Universal Human Rights:** Every individual, particularly those from vulnerable groups, such as women, girls, and racially-marginalized communities, has the right to live free from harm, abuse, and exploitation. A trauma-informed, gender-based approach recognizes that addressing the specific needs of these groups is essential to upholding their rights and dignity.
- **Collective Responsibility:** Preventing human trafficking requires a collaborative, community-driven effort. Businesses, community organizations, police services, and community members must work together, with a specific focus on recognizing and addressing the gendered and racialized drivers of trafficking, to protect vulnerable populations and ensure coordinated, survivor-centered responses.
- **Do No Harm:** All actions by signatories must prioritize minimizing harm, with particular attention to the trauma experienced by survivors and those at risk. A gender-based lens will guide interventions to ensure that survivors, especially women and girls, are protected from further harm and that their needs are addressed with care and sensitivity.
- **Confidentiality and Safety:** Signatories will make effort to protect the identity, dignity, and personal information of survivors and those at risk is critical, with a trauma-informed approach ensuring their safety and emotional well-being. Special care will be taken to protect women and girls, who are often at higher risk of retaliation and stigma.
- **Inclusion and Non-Discrimination:** Anti-trafficking efforts will actively address the needs of marginalized and vulnerable groups, including women, racialized communities, and 2S&LGBTQQIA+ individuals. Equal protection from trafficking requires eliminating barriers to services and ensuring that every person, regardless of their gender or background, receives the same level of care and protection.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Code of Conduct Statement

This Code of Conduct for Human Trafficking Prevention in the Niagara region outlines the responsibilities of key players, actors, businesses, and community partners including hotels, tourism operators, justice system, law enforcement, municipalities, educational institutions, community organizations/agencies, and the broader community, to create a safe environment for all residents and visitors.

By signing this Code, the signatories commit to:

- a. preventing human trafficking for sexual and labour exploitation within the hotel and tourism sector in a bid to make Niagara safe, with a specific focus on protecting vulnerable groups such as women and girls who are disproportionately affected by sexual exploitation;
- b. prioritizing the dignity, rights, and safety of survivors, including protection of confidentiality, identity, and personal data of survivors;
- c. maintaining and enhancing existing human trafficking prevention best practices;
- d. maintaining and/or establishing a human trafficking prevention policy within the organization;
 - This policy will include a clear resolution process. For example, notice of occurrence, protection against reprisal, workplace assessment, emergency procedures, privacy protection, available resources, support measures, notices submitted in bad faith, and complaints related to employer non-compliance with the Code or regulations among other key elements;
- e. collaborating with other Code of Conduct signatories to strengthen this Code of Conduct and work collectively to prevent human trafficking, protect survivors, witnesses and reporteers, and ultimately make the Niagara region adopt a zero-tolerance approach to human trafficking;
- f. establishing and maintaining a steering committee/working group to evaluate group efforts, review survivor feedback, and continuously update and adapt to the changing efforts and strategies to facilitate and maintain a zero-tolerance approach to human trafficking in the Niagara region; and
- g. subscribing to an every two year renewal (or to a renewal period as will be determined by the steering committee) of the accreditation and certification as a compliant signatory of the Code of Conduct for prevention of human trafficking in the hotel and tourism sector in the Niagara region.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Definitions

1. **Human Trafficking:** Canada follows the *United Nations' Protocol to Prevent, Suppress and Punish Trafficking in Persons*, which defines human trafficking as “the recruitment, transportation, transfer, harboring or receipt of persons, by means of threat or use of force or other forms of coercion, abduction, fraud, deception, abuse of power or a position of vulnerability, or giving or receiving payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation.”
2. **Sexual Exploitation:** The UN defines sexual exploitation as “any actual or attempted abuse of a position of vulnerability, differential power, or trust for sexual purposes, including but not limited to profiting monetarily, socially, or politically from the sexual exploitation of another.” In the context of human trafficking, it often refers to forced prostitution, sexual slavery, or other forms of sexual abuse.
3. **Labour Exploitation/Forced Labour:** Forced labour, as per the International Labour Organization (ILO), is “work or service which is exacted from any person under the menace of any penalty and for which the person has not offered themselves voluntarily.” Labour exploitation often involves coercion, deceit, abuse of vulnerability, and is a key aspect of human trafficking for labour purposes.
4. **Hospitality and Tourism Industry:** The hospitality and tourism industry, as defined by the UN World Tourism Organization (UNWTO), encompasses a wide range of businesses and services including accommodation, food and beverage services, transportation, travel agencies, and recreation. The industry has been identified as vulnerable to human trafficking, particularly for sexual and labour exploitation, due to its high demand for low-wage and temporary labour, as well as the movement of tourists. In Niagara, this sector may include hotels, motels, inns, B&Bs, Airbnbs and other short-term rentals, wineries, breweries, distilleries, casinos, food and beverage establishments, lodging, tourist attractions, theme parks, night clubs and bars, and meeting, convention, and event spaces.
5. **Schools and Educational Institutions:** The schools and educational institutional sector refers to high schools and post-secondary education institutions.
6. **Law Enforcement:** Law enforcement refers to local police services and other enforcement agencies. In relation to human trafficking, law enforcement includes the activity of raising awareness, protecting victims/survivors, supporting victims/survivors, and holding offenders accountable.
7. **Local Government:** This includes the Niagara Region and Local Area Municipalities – the 12 Cities, Towns, and Townships.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

8. **Victim:** The UN defines a victim of human trafficking as “a person who has been subjected to trafficking as defined by the UN Trafficking Protocol.” Victims are individuals who have suffered harm, including physical or mental injury, emotional suffering, economic loss, or substantial impairment of their fundamental rights, as a result of human trafficking or related exploitation.
9. **Survivor:** The UN and many advocacy organizations often refer to individuals who have experienced human trafficking as survivors to highlight their resilience and recovery. A survivor is “a person who has lived through and overcome the experience of human trafficking or exploitation, and is now on the path to recovery, reintegration, and empowerment.” The use of this term emphasizes the agency and strength of individuals who have escaped or been rescued from trafficking and are working towards rebuilding their lives. Throughout the Code, we use the term survivor, rather than victim, to acknowledge this agency and strength.
10. **Community Agencies:** Community organizations (charities, not-for-profits, children’s aid societies) that work with vulnerable and marginalized groups and survivors of human trafficking, as well as those who are at risk of being trafficked.
11. **Signatories:** All businesses and organizations that sign the Code of Conduct and commit to implementing the Code of Conduct guidelines and responsibilities.
12. **Subscribing:** The act of any new signatory agreeing to all of the provisions of the Code of Conduct.
13. **Renewal:** After re-subscribing to and signing the Code of Conduct, the signatories will renew their subscription as guided by the Code of Conduct Steering Committee.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Code of Conduct Collective Responsibilities & General Guidelines

All signatories and key players who subscribe to and agree to adopt and implement the Code of Conduct will have a collective responsibility to work with TOES Niagara and the Code of Conduct Steering Committee to strengthen all areas in preventing and responding to human trafficking by maintaining best practices, implementing and continuously improving the following:

1. Mandatory Training

All signatories commit to training staff with the knowledge and tools necessary to recognize and respond to signs of human trafficking, through existing internal training system or by using the free human trafficking prevention training provided by TOES Niagara and Brock University Professional and Continuing Studies. (Please see the Appendix regarding available and offered Training.)

In particular:

- a) all staff will complete an initial training on human trafficking awareness, which equips them with skills to recognize the gender-specific signs of exploitation faced by victims, especially women and girls, including appropriate trauma-informed response protocols and reporting procedures;
 - i) this training may be phased in over a period of time, but not greater than 36 months;
 - ii) if the initial training is to exceed 12 months, the signatory has a duty to provide a training plan to the steering committee.
- b) all staff will complete periodic refresher training (minimum every three-years);
- c) all new hires will complete the training as part of their orientation;
- d) all staff completing the training will be given certification; and
- e) this mandatory culturally and gender-responsive training on human trafficking awareness will include recognizing signs of exploitation and the disproportionate impact on women.
- f) Signatories may offer more detailed, specialized training for staff based on their staff role within the organization.
- g) Signatories are encouraged to share training materials and programs that they develop or are provided from elsewhere to the Steering Committee so that it might also be used by other signatories, as allowed under copywrite and as appropriate.

2. Resource Distribution/Public Awareness

All signatories will display human trafficking prevention materials in public areas (such as lobbies and restrooms) outlining the signs of human trafficking and providing information for reporting suspicious activities including support available for any survivor.

3. Support Services and Survivor Assistance:

All signatories will work with Community Agencies and Law Enforcement to:

- a) develop and maintain an emergency procedure to safely protect survivors;
- b) consider and develop ways to support survivors of human trafficking via employment accommodation and safe alternative jobs;
- c) endeavour to provide or make use of available community multilingual resources to support all survivors. For example the Canadian Human Trafficking Hotline is available 24/7/365 and in more than

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

200 languages.

- d) respect the survivors' autonomy by providing the survivor with choices in accessing support. All services offered, including counselling, shelters, and legal assistance should be provided with the survivor's explicit consent;
- e) ensure that the survivors we support never feel forced or obligated to engage with law enforcement; and
- f) have clear referral pathways: existence of trauma-informed procedures for connecting survivors to support services without requiring them to involve law enforcement unless they choose to.

4. Safe Reporting:

All signatories will:

- a) publicise and display the primary contact number(s) and steps to safely report concerns about human trafficking.
 - i. If this is an emergency, call 911 now
 - ii. If not, call
Niagara Regional Police Non-Emergency Number at **1-888- 668 – 3911**, or Canadian Human Trafficking Hotline **1-833-900-1010** (service available 24/7/365 in +200 languages)
If you witness a crime or suspect criminal activity and want to remain anonymous, call Crime Stoppers at **1- 800-222-8477 –**
- b) provide support for traumatized employees and witnesses of human trafficking through an employee assistance program and/or by collaborating with community agencies.

Signatories who also follow the Niagara Region Emergency Response Protocol may continue to follow that Protocol as a way of safe reporting and protecting survivors.

5. Monitoring and Evaluation:

All signatories will:

- a) establish and maintain a steering committee or oversight system or person within their organization to monitor and evaluate the effectiveness of the organization's human trafficking prevention policy and procedures.
 - This may be added to the responsibilities of a "Joint Health and Safety Committee" to also monitor and evaluate the effectiveness of the Code;
 - TOES Niagara & Brock University can provide general, draft policies as a guideline for signatory's consideration, if needed.
- b) review and update the human trafficking prevention policies and protocols at least every two years; and
- c) report the effectiveness of their efforts to the Code's Steering Committee.

6. Suppliers & Partners:

All signatories will:

- a) work to encourage their suppliers and partners to become signatories to the Code of Conduct; and
- b) make every effort to contract with suppliers who have a Human Trafficking Prevention policy in place.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

The Code of Conduct Steering Committee Responsibilities

Objectives:

1. To achieve the goal of adopting a zero-tolerance approach to human trafficking in the Niagara Region.
2. To ensure the effectiveness of anti-human trafficking measures through continuous monitoring and evaluation.

1. The Code of Conduct Steering Committee Membership & Function

- a) The Code of Conduct Steering Committee will develop a recruitment strategy and mechanism that values skills and core competencies to recruit and appoint members to the Steering Committee while ensuring comprehensive representation of the sectors, survivors and broader community;
- b) The Steering Committee may also consider adding representatives from financial institutions, hospitals and health care, realtors, religious leaders / institutions among others; and
- c) Steering Committee members will develop and agree upon rules of order, including designation of chair, vice-chair, meeting frequency, and any committees.

2. Annual Review & Evaluation

- a) Conduct an annual review of the Code's effectiveness, ensuring the gender impact and input from women's organizations and gender equality experts; and
- b) Evaluate their efforts and the efforts of the Code of Conduct signatories, review survivor feedback, review changes in appropriate legislation, and continuously update and adapt a zero -tolerance approach to human trafficking in the Niagara region.

3. Data Collection

The Steering Committee will collect gender-disaggregated data on incidents of human trafficking within the region, with a focus on identifying trends, particularly in the exploitation of women and girls, and areas for improvement in prevention and response efforts.

4. Reporting and Accountability

The Steering Committee will publish an annual report on the region's anti-trafficking efforts, including gender-specific data on trafficking cases, successes in addressing the exploitation of women and girls, challenges, and areas for future focus.

5. Continuous Improvement

- a) At a regular interval, the Steering Committee will engage with the Code of Conduct signatories to discuss the efforts made, successes, challenges, and results in adapting a zero-tolerance approach to human trafficking in the Niagara region's tourism industry;
- b) Develop strategies and actions for continuous improvements; and
- c) Advocate for legislative changes and policy reforms for the hotel and tourism industry.
- d) Consider adding sectors to the overall Code including Steering Committee membership. Based on the feedback during the Code's development, initial new sectors could include religious leaders / organizations, financial institutions, hospitals and health care, realtors, and the agricultural sector.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

6. Collect and Analyse Survivors' Feedback

The Steering Committee will include mechanisms for survivors who have interacted with the system to provide anonymous feedback on the services, supports, and overall system responsiveness with the aim of continuous improvement.

7. Signatory Accountability

The Steering Committee will consider supportive ways to assist each signatory in being accountable to the Code of Conduct through agreed upon standard operating procedures and accountability audits.

8. Certification or Accreditation

The Steering Committee will regularly certify/accredit signatories. Factors may include: training, safety, best practices, etc.

9. Promotion & Marketing

- a) The Steering Committee will oversee the maintenance and improvement of a Code of Conduct subscription and renewal;
- b) Review what each signatory receives when they subscribe to or renew the Code. For example: certificates, stickers, logos, etc.;
- c) Promote signatories' businesses to tourists and residents as places that have adapted a zero-tolerance approach to human trafficking; and
- d) Seek to increase the number of organizations/businesses subscribing to and renewing the Code, and encourage signatories to vet suppliers and partners. This may include recruiting community champions/leaders.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Sectoral Guidelines & Responsibilities

The prevention of human trafficking is a collective that will require commitment from key sectors of the region. Five sectors have been selected to commit to specific guidelines and responsibility in the fight to eradicate human trafficking making the region adopt a zero-tolerance approach to human traffickers.

The priority sectors are:

1. **Hospitality and Tourism**
2. **Schools and Education Institutions**
3. **Local Government – Niagara Region & Local Area Municipalities**
4. **Law Enforcement**
5. **Community Agencies**

1. Hospitality and Tourism Industry

In addition to the Collective Guidelines & Responsibilities of all signatories, businesses and organizations in the hospitality and tourism industry will have additional, specific guidelines and responsibilities.

Objective:

Strengthen the hospitality and tourism industry in preventing and responding to human trafficking by establishing and/or maintaining existing best practices, implementing, and continuously improving the following:

Mandatory Training

Each hospitality and tourism signatory has a duty to:

- a) Equip each member of staff with the specific knowledge and tools necessary to recognize and respond to signs of human trafficking as they fulfill their specific roles.
- b) Ensure all hospitality and tourism staff receive specific training to recognize and respond to signs of human trafficking as they fulfill their specific roles.
- c) Ensure staff members complete specific training for their new role, when they change roles within the organization between annual training sessions.
- d) Ensure all hospitality and tourism staff receive training or notice if/when the Code Steering Committee or the organization's internal committee improves protocols for detecting or preventing human trafficking.
- e) As outlined in the collective responsibilities, (i) this training may be phased in over a period of time (but not greater than 36 months) (ii) if the initial training period is to exceed 12 months, the signatory has a duty to provide a training plan to the Steering Committee.

Monitoring and Evaluation

Each hospitality and tourism sector signatory should consider “spot checks” or “drills” for staff according to their role. For example: front desk, concierge, cleaning, hospitality, kitchen, booking, etc.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Resource Distribution

Each hospitality and tourism signatory has a duty to:

- a) Display human trafficking prevention materials in public areas (such as lobbies and restrooms) outlining the signs of human trafficking and providing information for reporting suspicious activities.
- b) Consider ways to share training materials with others in their sub-sector of the industry. For example: hotels, motels, inns, cottages, bed & breakfasts, etc.

Suppliers and Partners

Each hospitality and tourism signatory should:

- a) Encourage their respective local association to consider collective ways to prevent human trafficking. For example: Niagara Falls Tourism, Tourism Partnership of Niagara, Niagara B&B & Cottages, Motels & Lodges Association of Niagara, etc.
- b) Consider ways to make use of different technology platforms to track and identify potentially suspicious reservations or activities.

2. Schools and Educational Institutions

In addition to the Collective Guidelines & Responsibilities of all signatories, schools and educational institutions have additional, specific guidelines and responsibilities.

Objective:

Strengthen schools and educational institutions in preventing and responding to human trafficking by maintaining existing best practices, implementing, and continuously improving the following:

Mandatory Training

Each school and educational institution signatory has a duty to:

- a) Equip each member of staff with the specific knowledge and tools necessary to recognize and respond to signs of human trafficking as they fulfill their specific roles.
- b) Ensure that all workers/staff receive specific training to recognize and respond to signs of human trafficking as they fulfill their specific roles. For example: teacher, professor, principal, dean, administration staff with direct student interaction, chaplains, nurses, custodial staff, etc.
- c) Ensure staff members complete specific training for their new role, when they change roles within the organization.
- d) Ensure all staff receive training or notice if/when the Code Steering Committee or the organization's internal committee improves protocols for detecting or preventing human trafficking.

Curriculum & Orientation Integration

Board of education and post-secondary institutional signatories has a duty to:

- a) Integrate human trafficking awareness for sexual and labour exploitation, including the gendered risks faced by young women and girls, into their hospitality and tourism curriculum and students' orientation activities.
- b) Ensure training topics include understanding the risks, signs of sexual and labour exploitation, current laws, how to seek help, how to support peers, and how to understand trauma responses

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

and compassionately engage and support survivors. Training could also cover how to follow the Ontario Human Trafficking Education Protocol and Strategy.

- c) Consider instructing elementary school-aged students, in addition to training already received by secondary school-aged students.

Monitoring and Evaluation

Each board of education or post-secondary institution signatory should consider an appropriate audit method or assessment of the effectiveness of the training and education for staff and students.

Suppliers & Partners

Each board of education or post-secondary institution signatory should encourage their respective professional associations and unions to consider collective ways to prevent human trafficking.

Workshops and Seminars

Each board of education or post-secondary institution signatory should:

- a) Host regular workshops and seminars for parents, students, and educators, featuring experts on human trafficking prevention.
- b) Integrate human trafficking awareness into orientation activities at college and university levels

3. Local Government – Niagara Region & Local Area Municipalities:

In addition to the Collective Guidelines & Responsibilities of all signatories, the Niagara Region and local area municipalities have additional, specific guidelines and responsibilities.

Objective:

Strengthen local government in preventing and responding to human trafficking by maintaining existing best practices, implementing, and continuously improving the following:

Mandatory Training

The Niagara Region and local area municipality signatories has a duty to:

- a) Equip each member of staff with the specific knowledge and tools necessary to recognize and respond to signs of human trafficking as they fulfill their specific roles.
- b) Ensure that staff will receive specific training to recognize and respond to signs of human trafficking as they fulfill their specific roles. For example: by-law officer; full-time, part-time, and volunteer firefighter; paramedic and EMS services; public health staff; building official; public works staff; library staff; recreation and culture staff; economic development and tourism staff, etc.
- c) Ensure staff members complete specific training for their new role, when they change roles within the organization.
- d) Ensure all staff receive training or notice if/when the Code Steering Committee or the organization's internal committee improves protocols for detecting or preventing human trafficking.

By-law & Standard Operating Procedures Integration

The Niagara Region and local area municipality signatories has a duty to:

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

- a) Integrate human trafficking awareness for sexual and labour exploitation, including the gendered risks faced by young women and girls, into their by-laws and standard operating procedures. These should include:
 - pass, implement, and enforce by-laws dealing with short- and long-term rentals, fire, and other by-law complaints and investigations including the displaying of human trafficking prevention and materials within hotels, motels inns, short-term rentals and the like;
 - procedures to incorporate awareness of and timely response to human trafficking for sexual and labour exploitation; and
 - standard operating procedures for a clear reporting mechanism for by-law officers to communicate suspected trafficking activities, with specific protocols for reporting suspected gender-based trafficking cases, to police services.

Monitoring and Evaluation

The Niagara Region and local area municipality signatories should:

- a) Consider “spot checks” or “drills” for staff and volunteers.
- b) Consider incorporating human trafficking prevention awareness into their emergency plans and emergency preparedness exercises.

Resource Distribution

The Niagara Region and local area municipality signatories have a duty to:

- a) Display educational materials including signs of human trafficking in public areas, such as lobbies and restrooms.
- b) Display the consequences of violating sexual and labour exploitation laws.
- c) Display hotline information for reporting suspicious activities.

Proactive Inspections

Niagara Region and local area municipality by-law officers, in potential partnership with fire services, have a duty to conduct regular and “spot” inspections of hotels, motels, inns, bed and breakfasts, Airbnbs, and other tourism-related businesses to ensure compliance with municipal regulations aimed at preventing human trafficking.

Suppliers & Partners

Each municipal signatory will strongly encourage their respective professional associations and unions to consider collective ways to prevent human trafficking.

Workshops and Seminars

Each municipal signatory should consider hosting or co-hosting regular workshops and seminars for users of their facilities and businesses or individuals who require a permit to operate within the municipality. For example, representatives of minor hockey associations, youth groups, adult user groups, and other recreational and cultural organizations in their community could be invited to workshops or seminars about recognizing the signs and helping to prevent human trafficking. Another example, municipalities may require renters to take human trafficking prevention training before licensing a short-term rental property.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

4. Law Enforcement

In addition to the Collective Guidelines & Responsibilities, law enforcement agencies will follow the below responsibilities.

Objective:

Continue with their efforts in preventing and responding to human trafficking incidents in the Niagara region by raising awareness, protecting survivors, supporting survivors, and holding offenders accountable:

Mandatory Training

Law enforcement has a duty to:

- a) Equip each member of service with the specific knowledge and tools necessary to recognize and respond to signs of human trafficking based on their specific role.
- b) Provide members with training to recognise and respond to incidents of human trafficking.
- c) Prioritize training based on an officer's or staff's potential interaction and involvement with human trafficking survivors, perpetrators or cases.

Law Enforcement

Law enforcement will attempt to:

- a) Maintain a dedicated Human Trafficking Unit, with officers who are specifically trained to investigate these incidents and support human trafficking survivors.
- b) Provide human trafficking awareness to local businesses, such as hotels and tourism operators, in an effort to ensure the community is aware on how to respond to suspected trafficking incidents.
- c) Provide awareness to the Code of Conduct Steering Committee about changing human trafficking trends in an effort to assist in identifying appropriate strategies to deter the trafficking within the Niagara region.

Resource Distribution

Law enforcement will attempt to:

- a) Display awareness materials in public areas to assist members of the public, including survivors, in identifying human trafficking, how to obtain support, and how to report incidents to police.
- b) Continue with education and awareness efforts for the hospitality and tourism industry groups within Niagara region.

Presentations

Law enforcement will continue with their attempts to provide human trafficking awareness in the form of presentations to community members in an effort to ensure the community is aware of how to respond to suspected trafficking incidents.

Support Services and Survivor Assistance

Law enforcement will continue to work with other community support agencies as per the Anti-Human Trafficking Response Protocol to provide survivor assistance and support services.

Monitoring and Evaluation

Law enforcement will regularly assess best practices and protocols to continually provide the best

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

service to the public which includes providing awareness, protecting victims/survivors, supporting victims/survivors, and holding offenders accountable.

Suppliers & Partners

Law enforcement will, with their partners, continue with coordinated efforts to collectively address human trafficking to effectively provide awareness, protect victims/survivors, support victims/survivors, and hold offenders accountable.

5. Community Agencies

In addition to the Collective Guidelines & Responsibilities of all signatories, Community Agency signatories have additional, specific guidelines and responsibilities.

Objective:

Strengthen community agencies in preventing and responding to human trafficking in Niagara region by maintaining existing best practices, implementing, and continuously improving the following:

Mandatory Training

All community agency signatories have a duty to:

- a) Equip each member of staff with the specific knowledge and tools necessary to recognize and respond to signs of human trafficking as they fulfill their specific roles.
- b) Ensure that all staff will receive specific training to recognize and respond to signs of human trafficking as they fulfill their specific roles. For example: intake workers, councillors, etc.
- c) Ensure staff members complete specific training for their new role, when they change roles within the organization between annual training sessions.
- d) Ensure all staff receive training or notice if/when the Code Steering Committee or the organization's internal committee improves protocols for detecting or preventing human trafficking.

Resource Distribution

Each community agency signatory has a duty to display human trafficking prevention materials in public areas (such as lobbies and restrooms) outlining the signs of human trafficking and providing information for reporting suspicious activities.

Workshops and Seminars

Community agency signatories should host (or co-host) regular workshops and seminars for members of the public and specific high-priority sectors, parents, featuring experts on human trafficking prevention.

Support Services and Survivor Assistance

Each community agency signatory has a duty to:

- a) Work with other signatories of this Code to help educate and share safety protocols for assisting and keeping safe potential victims.
- b) Ensure that their Employee Assistance Programs support staff who are survivors of human trafficking and/or involved in Human Trafficking cases or interactions.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Monitoring and Evaluation

Each community agency signatory should consider assisting other signatories with “spot checks” or “drills” and for their own for staff according to their role.

Suppliers & Partners

Each community agency signatory should:

- a) Consider joining or continuing to serve on a special task force or committee to help coordinate collective ways to prevent human trafficking and support survivors. This special task force/group will coordinate with the Code Steering Committee representatives, as appropriate.
- b) Consider ways to recommend updates to human trafficking prevention protocols to the Code of Conduct Steering Committee.
- c) Consider ways to improve their own standard operating procedures based on trends and information from law enforcement and other signatories.
- d) Consider ways to recommend any new/recent trends, new/best practices, new partnerships, or updates to human trafficking prevention efforts to the Code of Conduct Steering Committee.
- e) Consider ways to report aggregate information about serving human trafficking survivors to the Code Steering Committee.
- f) Encourage their respective association to consider collective ways to prevent human trafficking. For example, YWCAs of Ontario, Women Shelters of Ontario, CEVAW, etc.

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

References

Legislative References:

Bill S211: [description]

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

Appendix

Founding Steering Committee Members:

The Code of Conduct for Human Trafficking Prevention in the Niagara Region – Steering Committee Members

| s/n | Organization | Contact Person | Role |
|-----|---|------------------------------------|---------------------------------------|
| 1 | Greater Niagara Chamber of Commerce | Corrina Massicotte | Chair |
| 2 | Destination Niagara Falls | Joyce Morocco | Vice Chair |
| 3 | Augustyn Enterprises Inc. | Dave Augustyn | Policy Consultant |
| 4 | Brock University | Nathan Cheney | Project Partner |
| 5 | Brock University | Katie Keays | Member |
| 6 | Brock University | Emily Moore | Research Assistant |
| 7 | Canadian Mental Health Association | Tara McKendrick | Member |
| 8 | Coldwell Banker Momentum Realty | Shannon Valente | Member |
| 9 | Community Member | Brandy Henderson | Public Relations |
| 10 | Community Member | Laura Ip | Public Relations |
| 11 | FireStarter I.D.E.A.S. LTD | Sharon Njobo | GBA Consultant |
| 12 | Marriott Niagara Falls | Anna DiCienzo | Hospitality and Tourism Training Lead |
| 13 | Niagara-on-the-Lake Chamber of Commerce | Kathy Weiss | Member |
| 14 | Niagara Regional Police Service | Detective Constable Trevor Janisse | Member |
| 15 | Niagara Regional Police Service | Detective Sargeant Tara Ryan | Member |
| 16 | Old Stone Inn | Ann-Marie Nitsopoulos | Member |
| 17 | Ownera Media | Rowe Prudente | Public Relations |
| 18 | Rotary Club of St. Catharines | Lezlie Murch | Member |
| 19 | Services 4 Humanity and MSC-Niagara | Naheed Qureshi | Member |
| 20 | The Centre de Santé Communautaire | Loubna Moric | Member |
| 21 | TOES Niagara | Nyarayi Kapisavanhu | Project Lead |
| 22 | TOES Niagara | Mariam Khayinza | Project Assistant |
| 23 | Victim Services Niagara | Tarryn Anderson | Member |

THE CODE OF CONDUCT

for human trafficking prevention in the Niagara Region

| s/n | Organization | Contact Person | Role |
|------------|-------------------------------------|---------------------------|-------------|
| 24 | Victim Services Niagara | Alejandra Lazo de la Vega | Member |
| 25 | Welland Member of Parliament Office | Anna Oakes | Member |
| 26 | YWCA Niagara Region | Elisabeth Zimmermann | Member |

TO: Mayor Grant & Members of Council

FROM: A. Chrastina, Clerk

DATE OF MEETING: December 9, 2025

SUBJECT: 2022-2026 Advisory Committee Dissolution

RECOMMENDATION(S):

THAT Administrative Staff Report ASR-025/2025 respecting 2022-2026 Advisory Committee Dissolution be received; and

THAT Council approve the dissolution all non-statutory Advisory Committees in August 2026, with the option to present end of term reports as outlined in this report.

EXECUTIVE SUMMARY:

In approaching the end of the current term of Council and in anticipation of the 2026 Municipal and School Board Election, this report aims to outline the specifics of the Committee dissolution process. The purpose is to ensure Committees have a clear timeline in which to fulfill their mandate and the opportunity to communicate their successes and recommendations for the next term.

BACKGROUND:

Following the 2022 Municipal Election, Council directed staff to invite citizen applications for two non-statutory Advisory Committees for the 2022-2026 Term of Council. These Committees are the Wainfleet Drainage Advisory Committee and the Wainfleet Age-Friendly Advisory Committee. Along with the requisite citizen appointments as outlined in the respective Terms of Reference, one (1) Council representative was appointed to each Committee for the duration of this term.

The Township acknowledges the value provided by Committee members who have volunteered their time over the course of the 2022-2026 term of Council. These members play a vital part in the decision-making process by providing Council and staff with recommendations.

OPTIONS/DISCUSSION:

1. Staff recommend the aforementioned non-statutory Advisory Committees hold their last meeting in (or before) August 2026 and, be provided an opportunity to present to Council prior to the 2026 Municipal and School Board Election, in either September or October of 2026. The presentation or written report would focus on the Committee's accomplishments in the current term and identify

opportunities and recommendations for the next term of Council.
(Recommended)

2. Council may provide alternate direction to staff.

FINANCIAL CONSIDERATIONS

Approving the recommendations in this report creates no additional financial cost to the Township. A small savings in staff time for attending meetings and remuneration for members of the Drainage Advisory Committee may result.

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: Local Area Municipalities |

ATTACHMENTS:

- Appendix A – Drainage Advisory Committee Terms of Reference
- Appendix B – Age-Friendly Advisory Committee Terms of Reference

Respectfully submitted by,

Reviewed by,

Amber Chrastina
Clerk

Mallory Luey
Chief Administrative Officer

APPENDIX "A"

This page has been intentionally left blank.



TOWNSHIP OF WAINFLEET DRAINAGE ADVISORY COMMITTEE

TERMS OF REFERENCE

NAME: Township of Wainfleet Drainage Advisory Committee

BACKGROUND: The *Drainage Act, RSO 1990, Chapter D17* is a provincial statute which gives authority to the municipality to carry out procedures of the Act. This Drainage Advisory Committee is being formed to assist the municipality in identifying drainage issues and concerns.

OBJECTIVES: The Drainage Committee shall act as an "Advisory Body" in assisting in carrying out the procedures under the *Drainage Act*.

MISSION: To advise on the fair and objective execution of the procedures of the *Drainage Act*.

The Drainage Committee will abide by any terms and conditions which may be set out by the Township Council, CAO, Clerk, Solicitor, and/or Insurer for any activities relating to Drainage Committee business.

COMPOSITION: The Drainage Committee shall be comprised of a maximum of five members of the public, the Chair of Drainage and the Drainage Superintendent. The Mayor will be considered a member of the Committee, ex-officio, but shall not send an alternate in his or her absence.

Public Committee members shall be appointed by Council. Three months prior to the Committee's term expiring, the Township shall advertise for the upcoming vacancies. Any Wainfleet property owner may apply. Once the application period is closed, the Manager of Operations, the Drainage Superintendent, and the Chair shall select and recommend to Council proposed public members for the next Committee.

The Committee shall appoint such executive positions as it deems necessary to ensure its operations, but shall include as a minimum a Chair and Vice-Chair. It is acknowledged that the members of the Drainage Advisory Committee for the Township of Wainfleet shall be paid compensation as follows:

| | |
|------------|---------|
| Chair | \$55.00 |
| Vice-Chair | \$55.00 |
| Members | \$50.00 |

These applicable compensation rates as approved through Bylaw No. 011-2015.

TERM OF APPOINTMENT: Unless exempted by legislation, members will be appointed to varying terms to a maximum of a four year term to coincide with the term of Council or until a predecessor is appointed.

APPOINTMENT OF OFFICERS: The Wainfleet Drainage Committee shall, at its first meeting elect from its membership a Chairperson and a Vice-Chair to serve for a full four year term.

RESOURCES: The Operations Department will provide support in the form of advice, day-to-day liaison with the Township, updates on program and promotional ideas and initial assistance in their implementation to the degree resources are available. The Department will also assist in the preparation and submission of budget requests/grant submissions if needed. Staff from the Clerks Department will be in attendance to take meeting minutes.

STAFF ASSIGNED: Staff from the Operations Department will be available to assist the Committee as outlined under "Resources" and to attend meetings of the Committee upon request.

TIMING OF MEETINGS: Meetings will be held on a set day and time as may be determined by the Committee or at the request of Council.

LOCATION OF MEETINGS: The location of the meetings shall be in the Township Board room.

REPORTS: Minutes of all meetings of the Committee shall be forwarded to Council for information purposes in accordance with established policy.

ADMINISTRATION: Any responsibilities not clearly identified within these Terms of Reference shall be the responsibility of the Township of Wainfleet. Any changes proposed to these Terms of Reference by the Committee shall be recommended to Council via the Manager of Operations or his/her delegate.

MEETINGS: The Committee shall hold a minimum of two meetings in each calendar year. The Chair shall cause notice of the meetings, including the agenda for the meetings, to be provided to members of the Committee a minimum of three (3) business days prior to the date of each meeting. Quorum for meetings shall consist of a majority of the members of the Committee, of which one member shall be the Chair of the Committee. A copy of the Agenda shall be provided to the Clerk's office. Any member of the Committee, through the Chair, can request a special meeting to be called.

The Drainage Committee and Drainage Superintendent will co-ordinate at least one Drainage Open House annually in the spring.

PROCEDURES: Meetings of the Committee shall be governed by Robert's Rules of Order, Procedural By-law and Legislation.

CONFLICTS OF INTEREST: Members shall abide by the rules outlined within the municipal Conflict of Interest Act and shall, unless exempted (Section 4), disclose the pecuniary

interest to the Chair and absent himself or herself from meetings for the duration of the discussion with respect to that matter.

ERRORS/OMISSIONS: The accidental omission to give notice of any meeting of the Committee to its members, or the non-receipt of any notice by any member, or any error in any notice that does not affect its substance, does not invalidate any resolution passed or any proceedings taken at the meeting. Any member of the Committee may at any time waive notice of any meeting.

MEETING ATTENDANCE: Any member of the Committee, who misses two consecutive meetings without being excused by the Committee, may be removed from the Committee. The Committee must make recommendations, by a report to Council for the removal of any member. Meeting attendance requirement shall not apply to the Mayor due to the ex-officio nature of the appointment to the Committee.

PURCHASING POLICY: The Drainage Committee shall follow the Procurement Policy of the Township unless another purchasing policy has been endorsed by Council.

VOLUNTEER POSITIONS: Unless approved by Council, as part of the Terms of Reference or establishing by-law, all Committee members are considered volunteer positions. Mileage costs and other minor expenses related to committee activities may be eligible for reimbursement subject to budget approvals by Council.

ACTIVITIES AND RESPONSIBILITIES:

The following are the activities and responsibilities of the Drainage Committee:

- a) Advise the Drainage Superintendent of conditions of drains
- b) Attend biannual Drainage Committee meeting

DISSOLUTION: At the discretion of Council or upon the mandate of the Committee being fulfilled, the Drainage Committee may be dissolved by resolution of Council.

EXPULSION OF MEMBER: The Committee may recommend to Council the expulsion of a member for reasons as listed, but not limited to, the member being in contravention of the Municipal Act, the Municipal Freedom of Information and Protection of Privacy Act, the Provincial Offences Act, the Municipal Conflict of Interest Act; disrupting the work of the Committee or other legal issues.

APPENDIX "B"

This page has been intentionally left blank.



Wainfleet Age-Friendly Advisory Committee/Working Group Terms of Reference

1. Purpose

- 1.1. The Wainfleet Age-Friendly Advisory Committee/Working Group will report to Council and recommend and promote “Age-Friendly” initiatives in order for the Township of Wainfleet to become a more age-friendly community.

2. Objectives/Responsibilities

- 2.1. Act as a liaison to enrich and enhance the lives of seniors in the Township of Wainfleet.
- 2.2. Identify barriers to access by seniors to Township programs and services.
- 2.3. Solicit input and act as a public forum for issues that affect seniors in the community.
- 2.4. Provide recommendations based on input received to improve programs, policies and services provided to seniors.
- 2.5. Form partnerships in the community to educate, inform and improve quality of life for seniors.
- 2.6. Support Age-Friendly initiatives in the community and promote active aging.
- 2.7. Produce an action-oriented strategy to create an Age-Friendly Wainfleet for Council review and consideration. Goals will be based upon the World Health Organization (WHO) principles as identified in the Age-friendly Framework and Toolkit. The principles include:
 - i. Respect and support of all citizens;
 - ii. Livability;
 - iii. Community engagement in decision making;
 - iv. Access and inclusion for all; and
 - v. Accountability

Priority strategies will identify specific tasks, deliverables, time frames and resource requirements.

- 2.8. Prepare and submit to Council a bi-annual report on the accomplishments of the Committee.

3. Membership

- 3.1. The Committee shall be comprised of a total of up to eight (8) Wainfleet residents, at least four (4) of whom are 55 years of age or older. One (1) Council Member shall be appointed to the Committee. All members shall have voting rights.
- 3.2. Members will be appointed by way of resolution for a period to coincide with the term of Council.
- 3.3. Any advisory support required by the Committee will be determined on an ad-hoc basis dependent on the need and availability of resources. Sub-committees comprised of members-at-large may be initiated to achieve the objectives of the Committee.
- 3.4. Members of the Committee shall serve in a volunteer capacity only, with no remuneration.
- 3.5. Members missing three (3) consecutive meetings without reasonable cause or explanation will be deemed to have resigned.

4. Meeting Protocols

- 4.1. A majority of the members of the Committee shall constitute quorum.
- 4.2. The Committee reports directly to Council via minutes of its meetings, presentations as requested and/or as deemed necessary.
- 4.3. Minutes shall be recorded and retained by the Clerk or his/her designate, and copies shall be forwarded to Council through correspondence after Committee approval.
- 4.4. Recommendations intended for Council consideration or Council action will be drafted by the Committee Chair and placed on the next available Council meeting agenda.
- 4.5. Meeting protocols shall be conducted in accordance with Council's Procedure By-law.
- 4.6. The Committee will establish their own meeting schedules, holding monthly meetings at a minimum.
- 4.7. All meetings shall be open to the public and closed session meetings shall only be permitted under the provisions of the Municipal Act, and if so convened shall not be held in the absence of the staff appointee.
- 4.8. The Committee will appoint a chair who will serve throughout the appointment term and who will be responsible for the conduct of all meetings.

TO: Mayor Grant & Members of Council

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

DATE OF MEETING: December 9, 2025

SUBJECT: **2026 Consolidated Budget Report**

RECOMMENDATION(S):

THAT ASR-026-2025 – 2026 Consolidated Budget Report be received; and

THAT the 2026 operating levy budget, as outlined in Appendix A, with a net levy budget of \$6,937,968 (an increase of \$185,619) be approved; and

THAT the 2026 infrastructure levy budget, as outlined in Appendix A, with a levy budget of \$1,815,489 (an increase of \$193,504) be approved; and

THAT the 2026 capital levy budget, as outlined in Appendix A, with a levy budget of \$1,494,349 (an increase of \$193,504) be approved; and

THAT the 2026 capital budget, as outlined in Appendix B, with a total capital commitment and recommended funding of \$6,107,576 be approved; and

THAT the 2026 consolidated budget, with an overall levy increase of 5.92%, less estimated assessment growth of 0.94%, for a net levy increase of 4.98% be approved.

EXECUTIVE SUMMARY:

The recommended 2026 Township of Wainfleet budget includes a combined capital and operating budget net of assessment growth of 4.98%.

BACKGROUND:

The purpose of this report is to approve and ratify the consolidated budget. The budgets were developed through consultation with the senior leadership team and considers: historical actual results, 2025 forecasted amounts, operational pressures, services delivery requirements, and identified areas of investment and resourcing.

The operating budget has an increase of \$185,619 over prior year. The primary impacts are a result of increased wages and benefits due to cost of living increases and benefit costs increasing, contracted services and materials primarily due to hot patching quantity and costs increasing, as well as general inflation on costs of services.

The infrastructure levy includes a levy increase of \$193,504 over 2025 and will be funding the culvert and drain replacements and road rehabilitation projects. The continued investment in infrastructure is vital as the cost of construction rises and as infrastructure gaps become more prevalent and front facing for municipalities.

The capital levy includes a levy increase of \$193,504 over 2025 and will be funding several projects, as outlined in Appendix B.

OPTIONS/DISCUSSION:

Budget deliberations took place on November 24th and 26th, where the operating and capital budgets were presented for Council consideration. During these deliberations, the following direction was provided to staff;

- a) Reduction in the F.3 Fire Fleet Equipment budget from \$750,000 to \$450,000.
- b) Deferral of PW.3 Bridge Rehabilitation, which included the Church Street Bridge refurbishment and related engineering work totaling \$495,113.
- c) Addition of deferred project D.3 - CSW Drain #13 Culvert Replacement into the Capital Budget under PW.1. Funding for this project now consists of reserve transfers and levy funding resulting from the above changes, along with \$416,334 from drainage reserves and \$670,000 in debt financing. This debt introduces an annual repayment of \$59,875 to the operating budget under the drainage department. That repayment will be offset by a transfer from the Rate Stabilization Reserve. It will only be transferred if the debt is actually required or until 2029, when the arena debt payments conclude.

FINANCIAL CONSIDERATIONS:

The budget is the guiding financial management tool for staff and council for the 2026 fiscal year. It sets departmental spending and revenue guidelines. Quarterly reporting in the second and third quarters, as well as a year-end result, will be presented to Council to convey projected financial results for the Township. The budget reflects an overall 4.98% tax levy increase (net of assessment growth), which will result in an increase to the Wainfleet portion of the property tax bill for the median residential homeowner (with an assessment of \$307,000) of approximately \$134 annually.

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) Appendix "A" – 2026 Final Operating Budget
- 2) Appendix "B" – 2026 Final Capital Budget

Respectfully submitted by,

Approved by,

Cameron Hart
Manager of Financial Planning
Deputy Treasurer

Mallory Luey
Chief Administrative Officer

APPENDIX A

This page has been intentionally left blank.



TOWNSHIP OF WAINFLEET

2026 FINAL OPERATING BUDGET

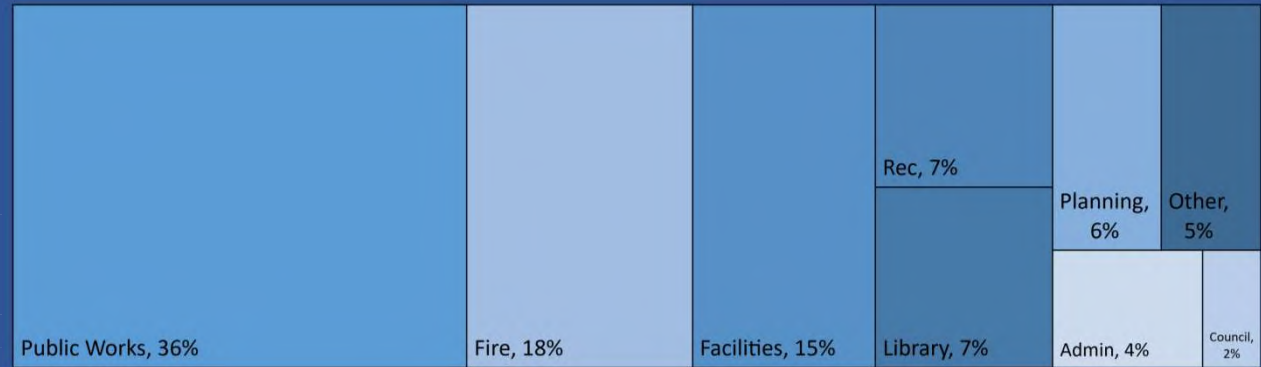
December 9, 2025

TOWNSHIP OF WAINFLEET 2026 FINAL BUDGET OVERVIEW

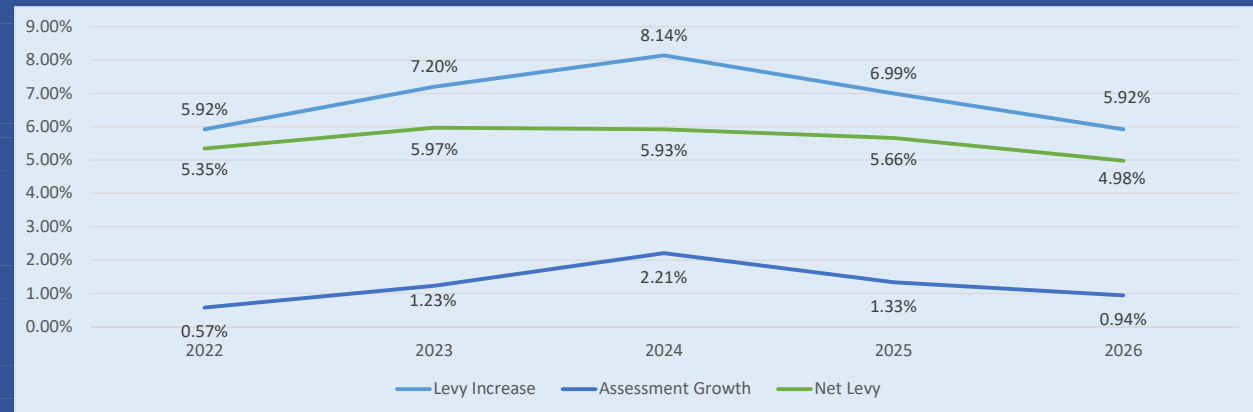
SUMMARY

| Department | 2025 Final Budget | 2026 Final Budget | \$ Increase (Decrease) | % Levy Increase (Decrease) |
|--|-------------------|-------------------|------------------------|----------------------------|
| Operating Levy | | | | |
| Council | 104,860 | 104,860 | - | - |
| Administration | 242,503 | 270,022 | 27,519 | 0.28% |
| Fire | 1,222,084 | 1,255,461 | 33,377 | 0.34% |
| By-law | 144,674 | 159,593 | 14,919 | 0.15% |
| Planning | 392,840 | 409,195 | 16,355 | 0.17% |
| Building & Septic | - | - | - | - |
| Public Works | 2,479,196 | 2,523,055 | 43,859 | 0.45% |
| Facilities | 982,764 | 1,015,464 | 32,700 | 0.34% |
| Cemetery | 82,345 | 92,720 | 10,375 | 0.11% |
| Recreation | 477,062 | 495,377 | 18,315 | 0.19% |
| Drainage | 133,868 | 122,068 | (11,800) | (0.12)% |
| Library | 490,153 | 490,153 | - | - |
| Total Operating Levy | 6,752,349 | 6,937,968 | 185,619 | 1.92% |
| Infrastructure Levy | | | | |
| | 1,621,985 | 1,815,489 | 193,504 | 2.00% |
| Capital Levy | | | | |
| Administration | 68,500 | 70,800 | 2,300 | 0.02% |
| Fire | 112,000 | 185,000 | 73,000 | 0.75% |
| By-law | - | - | - | - |
| Planning | - | - | - | - |
| Public Works | 483,500 | 774,074 | 290,574 | 3.00% |
| Facilities | 318,345 | 217,675 | (100,670) | (1.04)% |
| Cemetery | 42,000 | 143,800 | 101,800 | 1.05% |
| Recreation | 276,500 | 103,000 | (173,500) | (1.79)% |
| Library | - | - | - | - |
| Total Capital Levy | 1,300,845 | 1,494,349 | 193,504 | 2.00% |
| Total Levy | 9,675,179 | 10,247,806 | 572,627 | 5.92% |
| Total Levy (2025) | | | 9,675,179 | |
| Combined Budget Increase (2026) | | | 572,627 | |
| Percent Increase in Levy | | | 5.92% | |
| Less: Assessment Growth | | | 0.94% | |
| Net Levy Increase After Growth | | | 4.98% | |
| \$ Value of a 1% Increase to Tax Levy | | | 96,752 | |

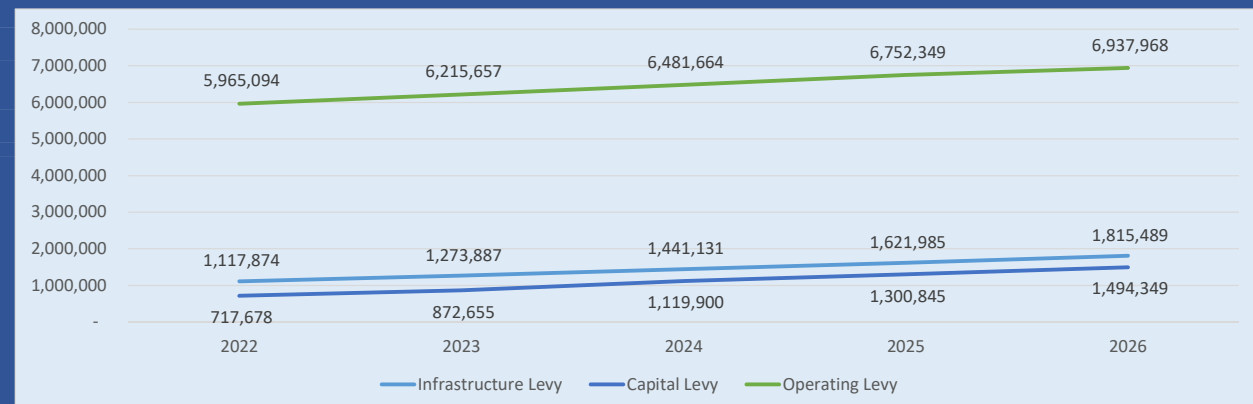
BY DEPARTMENT (%)



TRENDS - LEVY (%)



TRENDS - LEVY (\$)



**TOWNSHIP OF WAINFLEET
2026 FINAL BUDGET SUMMARY BY OBJECT**

| Object | General Revenue | Council | Election | General Assistance | Admin | Fire | By-law | Planning | Building & Septic | Public Works | Facilities | Cemetery | Recreation | Drainage | Library | Total |
|---------------------------------|--------------------|----------------|-----------------|--------------------|------------------|------------------|------------------|------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|--------------------|
| Taxation | (429,580) | - | - | - | - | - | - | - | - | - | - | - | - | - | - | (429,580) |
| User Fees | (125,300) | - | - | - | - | (12,000) | (180,170) | (65,900) | (268,000) | (10,000) | (28,500) | (201,050) | (243,000) | (80) | (8,950) | (1,142,950) |
| Grants | (578,100) | - | - | - | - | - | - | - | - | (79,800) | - | - | (48,000) | (58,552) | (21,376) | (785,828) |
| Other | (185,500) | - | - | - | (50,000) | (15,000) | (4,000) | (6,000) | - | (11,000) | (3,600) | (18,000) | (450) | (100,000) | (490,803) | (884,353) |
| Reserve Transfers | - | - | (46,080) | - | (120,000) | (20,000) | (92,500) | (150,000) | (118,320) | (15,000) | - | - | - | (59,875) | (22,439) | (644,214) |
| Total Revenues | (1,318,480) | - | (46,080) | - | (170,000) | (47,000) | (276,670) | (221,900) | (386,320) | (115,800) | (32,100) | (219,050) | (291,450) | (218,507) | (543,568) | (3,886,925) |
| Wages & Benefits | - | 79,560 | - | - | 1,183,780 | 689,350 | 260,240 | 417,320 | 315,420 | 1,305,960 | - | 265,390 | 556,400 | 129,100 | 446,560 | 5,649,080 |
| Training & Development | - | 4,000 | 510 | - | 20,700 | 33,000 | 6,000 | 8,000 | 1,000 | 12,000 | - | - | 6,500 | 3,650 | 1,000 | 96,360 |
| Legal & Professional Fees | - | 7,000 | - | - | 137,000 | 22,000 | 107,000 | 182,000 | 8,000 | 22,000 | - | - | 1,250 | 4,000 | 8,300 | 498,550 |
| Utilities | - | 1,700 | - | - | 20,000 | 10,000 | 2,000 | 1,000 | 1,500 | 26,400 | 223,500 | 1,700 | 11,100 | 1,000 | 2,500 | 302,400 |
| Contracted Services & Materials | - | - | - | - | - | 25,500 | 7,500 | - | 500 | 794,700 | 25,000 | 25,000 | 103,200 | 2,000 | 1,050 | 984,450 |
| Repairs & Maintenance | - | - | - | - | - | 66,600 | 750 | - | 750 | 107,300 | - | 4,500 | - | 12,000 | - | 191,900 |
| Insurance | - | - | - | - | 105,852 | 97,159 | - | - | - | 65,820 | - | 5,930 | 75,727 | - | 3,708 | 354,196 |
| Debt Repayments | - | - | - | - | - | - | - | - | - | - | 607,164 | - | - | 59,875 | - | 667,039 |
| Other | - | 12,600 | 45,570 | 532,223 | 213,900 | 158,852 | 52,773 | 22,775 | 59,150 | 154,675 | 191,900 | 9,250 | 32,650 | 28,950 | 80,450 | 1,595,718 |
| Reserve Transfers | - | - | 12,750 | - | 22,450 | 200,000 | - | - | - | 150,000 | - | - | - | 100,000 | - | 485,200 |
| Total Expenses | - | 104,860 | 58,830 | 532,223 | 1,703,682 | 1,302,461 | 436,263 | 631,095 | 386,320 | 2,638,855 | 1,047,564 | 311,770 | 786,827 | 340,575 | 543,568 | 10,824,893 |
| Net Levy | (1,318,480) | 104,860 | 12,750 | 532,223 | 1,533,682 | 1,255,461 | 159,593 | 409,195 | - | 2,523,055 | 1,015,464 | 92,720 | 495,377 | 122,068 | - | 6,937,968 |

**TOWNSHIP OF WAINFLEET
2025 BUDGET SUMMARY BY OBJECT**

| Object | General Revenue | Council | Election | General Assistance | Admin | Fire | By-law | Planning | Building & Septic | Public Works | Facilities | Cemetery | Recreation | Drainage | Library | Total |
|---------------------------------|--------------------|----------------|---------------|--------------------|------------------|------------------|------------------|------------------|-------------------|------------------|------------------|------------------|------------------|-----------------|------------------|--------------------|
| Taxation | (379,580) | - | - | - | - | - | - | - | - | - | - | - | - | - | - | (379,580) |
| User Fees | (115,300) | - | - | - | - | (9,500) | (164,170) | (66,450) | (280,000) | (10,000) | (2,000) | (201,050) | (213,000) | (80) | (9,950) | (1,071,500) |
| 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) | (450) | - | (490,803) | (848,867) |
| Reserve Transfers | - | - | - | - | (60,000) | (125,000) | (131,500) | (190,000) | (121,060) | - | (38,000) | - | - | - | (8,934) | (674,494) |
| Total Revenues | (1,283,494) | - | - | - | (110,000) | (154,000) | (299,670) | (262,450) | (401,060) | (100,800) | (40,000) | (219,050) | (258,450) | (58,632) | (531,063) | (3,718,669) |
| 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 | 32,000 | 5,500 | 8,000 | 1,500 | 10,000 | - | - | 6,500 | 3,650 | 1,000 | 92,850 |
| 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 | - | - | - | - | - | 25,000 | 7,500 | - | 1,500 | 730,600 | 35,000 | 25,000 | 59,000 | 2,000 | 1,050 | 886,650 |
| Repairs & Maintenance | - | - | - | - | - | 50,100 | 750 | - | 750 | 130,300 | - | 4,500 | - | 10,500 | - | 196,900 |
| 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 | 218,900 | 148,440 | 70,224 | 20,150 | 72,950 | 158,175 | 142,000 | 9,250 | 46,150 | 36,600 | 79,800 | 1,542,624 |
| Reserve Transfers | - | - | 12,750 | - | - | 200,000 | - | - | - | 150,000 | - | - | - | 10,500 | - | 373,250 |
| Total Expenses | - | 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 | 10,471,018 |
| Net Levy | (1,283,494) | 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 | - | 6,752,349 |

TOWNSHIP OF WAINFLEET
2026 BUDGETED RESERVE AND RESERVE FUNDS

| Type | Projected Balance December 31, 2025 | Consolidation (ASR-020-2025) | Projected Post- Consolidation Balances | Transfer to Reserve | Transfer from Reserve | Receipts | Interest | Capital Commitments | Budget Balance December 31, 2026 |
|---|---|---------------------------------|--|------------------------|--------------------------|----------------|---------------|------------------------|--|
| Working Funds | 800,000 | (800,000) | - | - | - | - | - | - | - |
| Rate Stabilization | 1,469,211 | 1,269,410 | 2,738,622 | - | (237,375) | - | - | - | 2,501,247 |
| Municipal Modernization | 133,021 | (133,021) | - | - | - | - | - | - | - |
| Insurance | 174,447 | (174,447) | - | - | - | - | - | - | - |
| Infrastructure | 476,641 | 36,590 | 513,231 | 1,815,489 | - | - | - | (2,014,849) | 313,871 |
| Excavator | 4,372 | (4,372) | - | - | - | - | - | - | - |
| Drainage | 311,962 | 4,372 | 316,334 | 100,000 | - | - | - | (416,334) | - |
| Public Works | 227,561 | 150,000 | 377,561 | 150,000 | - | - | - | (223,300) | 304,261 |
| Public Works (Winter Control) | 150,000 | (150,000) | - | - | - | - | - | - | - |
| Emergency | 100,000 | - | 100,000 | - | - | - | - | - | 100,000 |
| Building Permit | (352,201) | - | (352,201) | - | (118,320) | - | - | - | (470,521) |
| Fire | 282,308 | 3,936 | 286,244 | 200,000 | (20,000) | - | - | (450,000) | 16,244 |
| Fire Points | 80,685 | - | 80,685 | - | - | - | - | - | 80,685 |
| Fire Donations | 3,936 | (3,936) | - | - | - | - | - | - | - |
| Library | 215,211 | - | 215,211 | - | (22,439) | - | - | (45,000) | 147,772 |
| Library Donations | 8,717 | - | 8,717 | - | - | - | - | - | 8,717 |
| Election | 50,335 | - | 50,335 | 12,750 | (46,080) | - | - | - | 17,005 |
| Planning | 267,752 | - | 267,752 | - | (130,000) | - | - | - | 137,752 |
| By-Law | 210,834 | - | 210,834 | - | - | - | - | - | 210,834 |
| Council | 38,685 | - | 38,685 | - | - | - | - | - | 38,685 |
| General Reserve | 161,942 | (161,942) | - | - | - | - | - | - | - |
| Recreation | 97,712 | - | 97,712 | - | - | - | - | - | 97,712 |
| Capital WIP | 36,590 | (36,590) | - | - | - | - | - | - | - |
| Environmental Sustainability | 561,256 | - | 561,256 | - | - | - | 22,450 | (22,450) | 561,256 |
| Airport | 10,757 | - | 10,757 | - | - | - | - | - | 10,757 |
| Total Reserves | 5,521,733 | - | 5,521,733 | 2,278,239 | (574,214) | - | 22,450 | (3,171,933) | 4,076,276 |
| Development Charges (All Funds) | 266,485 | - | 266,485 | - | - | 100,000 | 3,000 | (70,000) | 299,485 |
| Gas Tax Funding | - | - | - | - | - | 225,550 | - | (225,550) | - |
| Parkland | 54,208 | - | 54,208 | - | - | - | 1,700 | - | 55,908 |
| Total Reserve Funds | 320,693 | - | 320,693 | - | - | 325,550 | 4,700 | (295,550) | 355,393 |
| Total Reserves and Reserve Funds | 5,842,426 | - | 5,842,426 | 2,278,239 | (574,214) | 325,550 | 27,150 | (3,467,483) | 4,431,669 |

**TOWNSHIP OF WAINFLEET
ADMINISTRATION OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|--------------------|-------------------------|--------------------|-------------------------|-----------------------------|----------------------|-------------------------|
| GENERAL REVENUE | | | | | | | |
| Education Split | - | - | - | - | (23,831) | - | - |
| Railway Right of Way | (31,135) | (30,000) | (31,157) | (32,000) | (30,771) | (32,000) | (32,000) |
| Supplementary Residential | (110,258) | (80,000) | (78,653) | (87,500) | (77,230) | (87,500) | (87,500) |
| Supplementary Farmland | (4,046) | (1,000) | (1,919) | (3,000) | (143) | (3,000) | (3,000) |
| Supplementary Commercial | (41,176) | - | (2,579) | - | - | - | - |
| Supplementary Comm Vacant | 1,826 | - | - | - | - | - | - |
| Supplementary Industrial | (4,128) | - | (715) | - | - | - | - |
| Supplementary Pipelines | (492) | - | - | (500) | - | (500) | (500) |
| Payments in Lieu of Taxation | (20,674) | (19,580) | (21,918) | (19,580) | (23,106) | (21,580) | (21,580) |
| OMPF Grant | (516,800) | (516,800) | (518,100) | (518,100) | (539,500) | (539,500) | (578,100) |
| Provincial Offences Court Distribution | - | (1,614) | (37,040) | (1,614) | (21,614) | (21,614) | (3,000) |
| Misc. Service Charges | (14,497) | (13,500) | (22,889) | (13,500) | (27,640) | (15,000) | (15,000) |
| Mineral Aggregate Licence | (165,836) | (65,000) | (126,858) | (90,000) | (100,000) | (100,000) | (110,000) |
| Miscellaneous Licences | (168) | (1,000) | (340) | (200) | (817) | (200) | (200) |
| Freedom of Information Requests | (355) | (100) | (120) | (100) | (208) | (100) | (100) |
| Transit Commissions | - | - | (6) | - | (11) | - | - |
| Penalties on Taxes | (246,461) | (213,000) | (290,163) | (220,000) | (305,070) | (235,000) | (285,000) |
| Interest | (338,461) | (77,500) | (257,485) | (250,000) | (178,709) | (225,000) | (180,000) |
| Proceeds From Sale of Assets | - | - | - | - | (589) | - | - |
| Miscellaneous Revenue | (4,795) | (232) | (623) | (2,500) | (4,315) | (2,500) | (2,500) |
| Total GENERAL REVENUE | (1,497,456) | (1,019,326) | (1,390,566) | (1,238,594) | (1,333,553) | (1,283,494) | (1,318,480) |
| MAYOR & COUNCIL | | | | | | | |
| Employee Wages Council | 75,118 | 73,708 | 75,122 | 73,590 | 75,122 | 75,060 | 75,060 |
| Employee Benefits Council | 4,291 | 4,741 | 4,275 | 4,420 | 4,275 | 4,500 | 4,500 |
| Membership Fees Council | 506 | - | - | - | - | - | - |
| Food Allowances Council | 180 | 1,500 | 452 | 1,500 | 414 | 1,500 | 1,500 |
| Training & Professional Development Council | 758 | 4,000 | 331 | 4,000 | 1,207 | 4,000 | 4,000 |
| Mileage Council | 192 | 500 | 301 | 500 | 117 | 500 | 500 |
| Gifts & Promotions Council | 4,881 | 7,000 | 4,220 | 7,000 | 6,163 | 6,000 | 6,000 |
| Miscellaneous Council | 960 | 2,000 | 1,434 | 2,000 | 1,692 | 2,000 | 2,000 |
| Advertising Council | 321 | 800 | - | 800 | 200 | 600 | 600 |
| Telephone Council | 1,602 | 1,800 | 1,457 | 1,800 | 1,306 | 1,700 | 1,700 |
| Legal Council | 3,137 | 5,000 | - | 5,000 | - | 5,000 | 5,000 |
| Professional Fees Council | 15,358 | 12,000 | 700 | 12,000 | - | 2,000 | 2,000 |
| Misc. Grants & Donations Council | (330) | 2,000 | - | 2,000 | 2,000 | 2,000 | 2,000 |
| Total MAYOR & COUNCIL | 106,975 | 115,049 | 88,291 | 114,610 | 92,494 | 104,860 | 104,860 |
| ELECTION | | | | | | | |
| From Reserve & Res. Funds Election | - | - | - | - | - | - | (46,080) |
| Stationery Election | - | - | - | - | - | - | 20,300 |
| Postage Election | - | - | - | - | - | - | 7,600 |
| Training & Professional Development Election | - | - | - | - | - | - | 510 |
| Election Mileage | - | - | - | - | - | - | 120 |
| Polling Stations Election | - | - | - | - | - | - | 8,550 |
| Computer Maintenance Election | - | - | - | - | - | - | 9,000 |
| To Consolidated Reserve Election | 14,750 | 14,750 | 14,750 | 14,750 | 12,750 | 12,750 | 12,750 |
| Total ELECTION | 14,750 | 14,750 | 14,750 | 14,750 | 12,750 | 12,750 | 12,750 |

**TOWNSHIP OF WAINFLEET
ADMINISTRATION OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|------------------|-------------------------|------------------|-------------------------|-----------------------------|----------------------|-------------------------|
| ADMINISTRATION | | | | | | | |
| Interdepartmental Allocation | (50,462) | - | (49,890) | - | (50,000) | (50,000) | (50,000) |
| Miscellaneous Revenue | 590 | - | (1,332) | - | (68,624) | - | - |
| From Reserve & Res. Funds Admin | - | (50,000) | - | - | (60,000) | (60,000) | (120,000) |
| Full Time Wages Admin | 767,667 | 703,441 | 716,121 | 732,920 | 690,893 | 767,500 | 851,140 |
| Employee Benefits Admin | 236,008 | 210,775 | 211,782 | 223,990 | 227,201 | 240,860 | 260,700 |
| Stationery Admin | 9,167 | 9,700 | 6,771 | 9,700 | 7,922 | 9,700 | 10,200 |
| Postage Admin | 10,871 | 15,000 | 9,632 | 15,000 | 15,384 | 15,000 | 15,000 |
| Office Equipment Rental Admin | 6,064 | 6,000 | 5,578 | 6,000 | 2,695 | 6,000 | 4,000 |
| Publications & Subscriptions Admin | 1,325 | 2,400 | 2,966 | 2,400 | 334 | 2,400 | 4,000 |
| General Insurance Admin | 81,901 | 85,972 | 86,959 | 107,465 | 99,860 | 107,465 | 105,852 |
| Membership Fees Admin | 8,657 | 9,000 | 8,970 | 9,000 | 5,834 | 9,000 | 9,000 |
| Food Allowances Admin | 2,055 | 2,200 | 2,019 | 2,200 | 2,500 | 2,500 | 2,500 |
| Training & Professional Development Admin | 15,678 | 16,500 | 16,377 | 17,000 | 18,002 | 17,000 | 17,000 |
| Mileage Admin | 1,135 | 1,500 | 1,713 | 1,500 | 1,300 | 2,000 | 2,000 |
| Miscellaneous Admin | 16 | 500 | 592 | 500 | 67 | 500 | - |
| Advertising Admin | 280 | 2,250 | - | 2,250 | 4,729 | 1,500 | 1,500 |
| Farmer's Market | - | 1,500 | - | 1,500 | - | - | - |
| Telephone Admin | 19,364 | 10,500 | 19,210 | 20,000 | 18,457 | 20,000 | 20,000 |
| Audit Fees Admin | 73,623 | 41,000 | 45,436 | 41,000 | 38,160 | 41,000 | 45,000 |
| Legal Fees Admin | 13,540 | 25,000 | 26,499 | 20,000 | 20,000 | 20,000 | 20,000 |
| Computer Maintenance Admin | 39,378 | 32,304 | 32,665 | 34,000 | 34,000 | 34,000 | 49,000 |
| Website Admin | 7,054 | 6,000 | 4,284 | 7,000 | 7,000 | 7,000 | 7,000 |
| Professional Fees Admin | 21,379 | 80,000 | 16,844 | 30,000 | 82,000 | 82,000 | 72,000 |
| Tax Billing Admin | - | 300 | 476 | 300 | - | 300 | 300 |
| Uncollectable Taxes Admin | 82,808 | 50,000 | 29,425 | 70,000 | 32,673 | 70,000 | 40,000 |
| Education Split Admin | - | - | - | - | 131 | - | - |
| Bank Interest & Service Charges Admin | 3,741 | 2,600 | 5,803 | 2,600 | 5,104 | 3,600 | 9,000 |
| Cash Over/Short Admin | (30) | - | (4) | - | (8) | - | - |
| Small Balance Write-Off Admin | 283 | 300 | 14,358 | 300 | 354 | 300 | 300 |
| Transfer to the Environmental Sustainability Reserve | - | - | - | - | - | - | 22,450 |
| To Other Municipalities - Legal Shared Services | 52,627 | 31,307 | 56,197 | 35,000 | 45,000 | 45,000 | 50,000 |
| Remembrance Day Celebration | 2,077 | 2,000 | 1,872 | 2,500 | 2,500 | 2,500 | 2,500 |
| Total ADMINISTRATION | 1,406,796 | 1,298,050 | 1,271,320 | 1,394,125 | 1,183,467 | 1,397,125 | 1,450,442 |
| WORKERS' HEALTH & SAFETY | | | | | | | |
| Employee Wages Health & Safety | 46,158 | 52,102 | 50,709 | 51,340 | 47,787 | 52,620 | 55,920 |
| Employee Benefits Health & Safety | 13,142 | 14,447 | 14,694 | 14,210 | 16,526 | 14,970 | 16,020 |
| Stationery Health & Safety | - | 100 | - | 100 | 37 | 100 | 100 |
| Publications & Subscrip Health & Safety | 3,501 | 5,000 | 3,416 | 5,000 | 7,500 | 7,500 | 7,500 |
| Training & Professional Development H&S | 2,986 | 3,700 | 253 | 3,700 | 769 | 3,700 | 3,700 |
| Miscellaneous Health & Safety | 18 | - | 19 | - | - | - | - |
| Total WORKERS' HEALTH & SAFETY | 65,805 | 75,349 | 69,091 | 74,350 | 72,618 | 78,890 | 83,240 |
| GENERAL ASSISTANCE | | | | | | | |
| Niagara Central Airport Commission | (595) | - | (3,620) | - | - | - | - |
| Assistance to Community Groups | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| Assistance to Seniors Grants | 5,000 | 5,000 | 10,000 | 10,000 | 12,000 | 12,000 | 12,000 |
| Assistance to Student Grants | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| Contribution to the Library Board | 452,974 | 452,974 | 480,153 | 480,153 | 490,153 | 490,153 | 490,153 |
| Contribution to South Coast Tourism | 2,163 | 2,163 | 3,576 | 3,576 | 3,576 | 3,576 | 5,000 |
| Contribution to Niagara Central Airport | 10,835 | 10,835 | 11,744 | 11,744 | 13,656 | 13,656 | 17,070 |
| Total GENERAL ASSISTANCE | 478,377 | 478,972 | 509,853 | 513,473 | 527,385 | 527,385 | 532,223 |
| TOTAL ADMINISTRATION | 575,247 | 962,843 | 562,739 | 872,714 | 555,162 | 837,516 | 865,035 |

**TOWNSHIP OF WAINFLEET
FIRE OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|---|------------------|-------------------------|------------------|-------------------------|-----------------------------|----------------------|-------------------------|
| FIRE DEPARTMENT | | | | | | | |
| Property Information - Fire | (876) | (400) | (7,080) | (400) | (5,936) | (5,600) | (6,000) |
| Inspection Fees - Fire | - | (250) | (7,075) | (6,250) | (1,968) | (500) | (2,000) |
| Burn Permits - Fire | (3,555) | (3,000) | (3,229) | (3,200) | (4,438) | (3,400) | (4,000) |
| Cost Recoveries-Fire | (22,290) | (15,000) | (203,753) | (17,500) | (14,833) | (17,500) | (15,000) |
| Proceeds From Sale of Assets - Fire | (111) | - | - | - | (1,376) | - | - |
| From Reserve & Reserve Funds- Fire | (12,500) | (12,500) | (6,282) | - | (68,000) | (125,000) | (20,000) |
| Non-Specific Donations - Fire | (200) | (5,000) | - | (2,500) | - | (2,000) | - |
| Total FIRE DEPARTMENT | (39,532) | (36,150) | (227,419) | (29,850) | (96,551) | (154,000) | (47,000) |
| FIRE DEPARTMENT ADMINISTRATION | | | | | | | |
| Employee Wages Fire | 292,644 | 274,932 | 393,309 | 287,430 | 295,992 | 300,340 | 297,110 |
| Employee Benefits Fire | 98,727 | 99,194 | 118,381 | 92,470 | 94,035 | 97,880 | 104,740 |
| Health & Wellness Fire | 2,097 | 3,000 | 10,771 | 12,000 | 6,664 | 12,000 | 12,000 |
| Firefighter Points | 227,719 | 228,000 | 255,832 | 250,000 | 250,000 | 250,000 | 255,000 |
| Officers' Honorariums Fire | 14,500 | 16,000 | 16,409 | 16,000 | 18,450 | 18,450 | 20,500 |
| Principal Fire - SCBA | - | 39,944 | - | - | - | - | - |
| Interest Fire - SCBA | - | 5,992 | - | - | - | - | - |
| Stationery Fire | 3,024 | 1,200 | 2,430 | 1,200 | 1,919 | 1,200 | 2,000 |
| Postage Fire | 683 | 375 | 259 | 500 | 125 | 500 | 500 |
| Publications & Subscriptions Fire | 39 | 250 | 52 | 250 | 184 | 250 | 300 |
| Office Equipment Rental Fire | - | 2,390 | 2,264 | 2,390 | 3,018 | 2,390 | 2,400 |
| Insurance Fire | 72,532 | 82,299 | 93,262 | 102,874 | 91,660 | 102,874 | 97,159 |
| Membership Fees Fire | 2,991 | 2,750 | 3,863 | 2,750 | 1,670 | 3,000 | 3,000 |
| Food Allowances Fire | 4,719 | 3,000 | 5,793 | 3,500 | 2,275 | 4,000 | 4,000 |
| Uniforms Fire | 8,611 | 8,000 | 18,154 | 8,500 | 5,748 | 9,000 | 10,000 |
| Training & Professional Development Fire | 35,520 | 28,000 | 31,978 | 30,000 | 31,000 | 31,000 | 32,000 |
| Mileage Fire | 1,839 | 1,500 | 1,517 | 1,500 | 1,197 | 1,500 | 1,750 |
| Gifts & Promotions Fire | 1,891 | 1,500 | 1,912 | 2,000 | 1,587 | 2,000 | 7,000 |
| Advertising Fire | - | 1,000 | - | 500 | - | 500 | 500 |
| Communications Equipment Fire | 4,163 | 6,500 | 12,189 | 7,000 | 8,000 | 8,000 | 10,000 |
| Dispatch Fire | 26,232 | 26,000 | 27,281 | 27,040 | 28,400 | 28,400 | 30,000 |
| Personal Protective Equipment Fire | 35,392 | 24,000 | 11,616 | 25,000 | 26,000 | 26,000 | 26,000 |
| PPE Testing and Maintenance | 10,378 | 8,000 | 7,863 | 8,000 | 8,000 | 8,000 | 8,000 |
| Telephone/Internet Fire | 11,452 | 12,000 | 8,563 | 12,600 | 5,924 | 12,000 | 10,000 |
| Legal Fees Fire | - | 500 | - | - | - | - | - |
| Computer Maintenance Fire | 2,911 | 4,000 | 2,921 | 5,000 | 4,049 | 5,000 | 6,000 |
| Professional Fees Fire | 12,378 | 4,500 | 1,706 | 1,000 | 69,890 | 127,000 | 22,000 |
| Prevention & Public Education | 7,695 | 6,000 | 3,062 | 7,000 | 5,403 | 7,500 | 8,000 |
| Maintenance/General Supplies Fire | 16,575 | 15,000 | 15,583 | 15,750 | 12,592 | 16,000 | 16,000 |
| To Consolidated Reserve Fire | 240,007 | 110,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| To Other Municipalities Fire | 295 | - | 1,996 | - | - | - | - |
| To Other Municipal Departments | - | 2,500 | - | - | - | - | - |
| Total FIRE ADMINISTRATION | 1,135,016 | 1,018,325 | 1,248,966 | 1,122,254 | 1,173,779 | 1,274,784 | 1,185,959 |
| EMERGENCY MANAGEMENT | | | | | | | |
| Stationery Emergency Management | - | 100 | - | 100 | - | 100 | 100 |
| Training & Professional Development Em. Mgmnt | 434 | 1,000 | 1,405 | 1,000 | 561 | 1,000 | 1,000 |
| Advertising Emergency Management | 527 | - | - | - | - | - | - |
| Niagara West Shared Service | 5,600 | 7,000 | 8,180 | 10,000 | 12,000 | 12,000 | 14,702 |
| Equipment - Emergency Management | 110 | 500 | - | 500 | - | 400 | 400 |
| Contract Materials - Emergency Management | - | - | - | - | - | 1,500 | 1,500 |
| Total EMERGENCY MANAGEMENT | 6,671 | 8,600 | 9,586 | 11,600 | 12,561 | 15,000 | 17,702 |
| EMERGENCY EVENTS | | | | | | | |
| Employee Wages - Emergency Events | 8,208 | - | - | - | - | - | - |
| Employee Benefits - Emergency Events | 6,221 | - | - | - | - | - | - |
| Stationery - Emergency Events | - | - | 769 | - | - | - | - |
| Food Allowances - Emergency Events | - | - | 288 | - | - | - | - |
| Equipment Purch - Emergency Events | 1,190 | - | - | - | - | - | - |
| Contract Materials/Equipment - Emerg. Events | 3,567 | - | 4,248 | - | - | - | - |
| Total EMERGENCY EVENTS | 19,187 | - | 5,305 | - | - | - | - |

**TOWNSHIP OF WAINFLEET
FIRE OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|----------------|-------------------------|----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| 1999 INTL (ENGINE 2) - TRUCK 103 | | | | | | | |
| Fuel Engine 2 | 573 | 1,250 | 729 | 1,000 | - | - | - |
| Equipment Parts/Repairs Engine 2 | 6,013 | 6,350 | 2,955 | 6,000 | - | - | - |
| Total 1999 INTL (ENGINE 2) - TRUCK 103 | 6,587 | 7,600 | 3,684 | 7,000 | - | - | - |
| 2003 KENWORTH (ENGINE 1) - TRUCK 104 | | | | | | | |
| Fuel Engine 1 | 1,172 | 1,250 | 986 | 1,300 | 601 | 1,000 | 1,000 |
| Equipment Parts/Repairs Engine 1 | 7,264 | 6,350 | 3,586 | 6,500 | 4,478 | 6,500 | 5,000 |
| Total 2003 KENWORTH (ENGINE 1) - TRUCK 104 | 8,436 | 7,600 | 4,571 | 7,800 | 5,079 | 7,500 | 6,000 |
| 2006 FRTLINER (TANKER 4) - TRUCK 115 | | | | | | | |
| Fuel Tanker 4 | 1,100 | 1,700 | 844 | 1,800 | 1,331 | 3,000 | 1,500 |
| Equipment Parts/Repairs Tanker 4 | 6,350 | 6,350 | 11,889 | 6,700 | 26,083 | 7,000 | 10,500 |
| Total 2006 FTLINER (TANKER 4) - TRUCK 115 | 7,450 | 8,050 | 12,733 | 8,500 | 27,413 | 10,000 | 12,000 |
| 2006 FREIGHTLINER(TANKER) | | | | | | | |
| Fuel - Tanker | 1,281 | - | - | - | - | - | - |
| Total 2006 FREIGHTLINER(TANKER) | 1,281 | - | - | - | - | - | - |
| 2017 INTL (ENGINE 4) - TRUCK 105 | | | | | | | |
| Fuel Engine 4 | 2,175 | 2,500 | 1,747 | 2,600 | 2,038 | 2,500 | 2,000 |
| Equipment Parts/Repairs Engine 4 | 11,589 | 3,850 | 9,797 | 4,200 | 8,729 | 5,500 | 8,000 |
| Total 2017 INTL (ENGINE 4) - TRUCK 105 | 13,765 | 6,350 | 11,544 | 6,800 | 10,767 | 8,000 | 10,000 |
| 2018 DODGE 550 (RESCUE 2) - TRUCK 111 | | | | | | | |
| Fuel Rescue 2 | 1,011 | 1,650 | 1,168 | 1,800 | 865 | 1,500 | 1,500 |
| Equipment Parts/Repairs Rescue 2 | 3,998 | 2,850 | 6,890 | 3,000 | 2,091 | 5,000 | 5,000 |
| Total 2018 DODGE 550 (RESCUE 2) - TRUCK 111 | 5,009 | 4,500 | 8,059 | 4,800 | 2,956 | 6,500 | 6,500 |
| 2021 HME (ENGINE 3) - TRUCK 106 | | | | | | | |
| Principal - Engine 3 | - | 74,568 | - | - | - | - | - |
| Interest - Engine 3 | - | 8,775 | - | - | - | - | - |
| Fuel - Engine 3 | 1,972 | 3,200 | 2,528 | 3,450 | 1,840 | 2,500 | 2,000 |
| Equipment Parts/Repairs - Engine 3 | 2,884 | 2,500 | 5,778 | 2,750 | 8,037 | 4,000 | 4,500 |
| Total 2021 HME (ENGINE 3) - TRUCK 106 | 4,855 | 89,043 | 8,307 | 6,200 | 9,877 | 6,500 | 6,500 |
| UTILITY VEHICLE - UTV 1 | | | | | | | |
| Fuel - UTV 1 | - | 242 | - | 200 | - | 200 | 200 |
| Equipment Parts/Repair - UTV 1 | 1,034 | 220 | 24 | 400 | 1,591 | 400 | 800 |
| Total UTILITY VEHICLE - UTV 1 | 1,034 | 462 | 24 | 600 | 1,591 | 600 | 1,000 |
| UTV TRAILER | | | | | | | |
| Equipment Parts/Repair - Utility Trailer | 945 | 200 | 264 | 200 | 755 | 200 | 800 |
| Total UTV Trailer | 945 | 200 | 264 | 200 | 755 | 200 | 800 |
| 2018 INTL 7400 (TANKER 3) - TRUCK 116 | | | | | | | |
| Principal - Tanker 3 | 52,000 | 52,000 | - | - | - | - | - |
| Interest - Tanker 3 | 728 | 1,456 | - | - | - | - | - |
| Fuel - Tanker 3 | 1,056 | 1,900 | 1,174 | 2,000 | 636 | 2,000 | 2,000 |
| Equipment Parts/Repairs - Tanker 3 | 1,290 | 3,000 | 5,066 | 3,200 | 7,178 | 4,500 | 6,000 |
| Total 2018 INTL 7400 (TANKER 3) - TRUCK 116 | 55,074 | 58,356 | 6,240 | 5,200 | 7,814 | 6,500 | 8,000 |
| 2014 SIERRA RED (CAR 2) - TRUCK 72 | | | | | | | |
| Fuel Rescue Car 2 | 3,218 | 5,000 | 3,994 | 5,000 | 3,089 | 3,000 | 3,500 |
| Equipment Parts/Repairs Car 2 | 3,811 | 3,000 | 2,755 | 3,500 | 2,356 | 4,000 | 4,500 |
| Total 2014 SIERRA RED (CAR 2) - TRUCK 72 | 7,029 | 8,000 | 6,749 | 8,500 | 5,445 | 7,000 | 8,000 |
| 2023 SIERRA 2500 (SQUAD 2) - TRUCK 73 | | | | | | | |
| Fuel Squad 2 | 4,904 | 3,000 | 1,541 | 2,000 | 1,337 | 1,500 | 1,500 |
| Equipment Parts/Repairs Squad 2 | 1,119 | 2,000 | 2,045 | 2,000 | 1,337 | 2,000 | 2,500 |
| Total 2023 SIERRA 2500 - TRUCK 73 - SQUAD 2 | 6,023 | 5,000 | 3,586 | 4,000 | 2,674 | 3,500 | 4,000 |
| 2021 SERRA 1500 (CAR 1) - TRUCK 71 | | | | | | | |
| Fuel Car 1 | 45 | 2,000 | 4,773 | 4,000 | 2,661 | 4,000 | 3,000 |
| Equipment Parts/Repairs Car 1 | 892 | 750 | 3,252 | 2,000 | 2,037 | 2,000 | 3,000 |
| Total 2021 SERRA 1500 (CAR 1) - TRUCK 71 | 937 | 2,750 | 8,025 | 6,000 | 4,698 | 6,000 | 6,000 |

**TOWNSHIP OF WAINFLEET
FIRE OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|------------------------|----------------------------------|------------------------|----------------------------------|--------------------------------------|------------------------------|----------------------------------|
| 2024 SPARTAN (ENGINE 2) - TRUCK 107 | | | | | | | |
| Fuel Engine 2 | - | - | 1,113 | 1,600 | 1,992 | 3,000 | 2,000 |
| Equipment Parts/Repairs Engine 2 | - | - | 5,833 | 1,250 | 6,432 | 2,000 | 4,000 |
| Total 2024 SPARTAN (ENGINE 2) - TRUCK 107 | - | - | 6,946 | 2,850 | 8,424 | 5,000 | 6,000 |
| PORTABLE EQUIPMENT | | | | | | | |
| Fuel Portable Equipment | 142 | 250 | - | 250 | 118 | 500 | 500 |
| Equipment Parts/Repairs Portable Equip | 10,551 | 4,000 | 19,347 | 6,000 | 13,602 | 7,000 | 12,000 |
| Equipment Purchases Portable Equipment | 5,354 | 12,000 | 3,442 | 10,000 | 10,000 | 10,000 | 10,000 |
| Tools Portable Equipment | 1,341 | 1,500 | 1,431 | 1,500 | 868 | 1,500 | 1,500 |
| Total PORTABLE EQUIPMENT | 17,388 | 17,750 | 24,220 | 17,750 | 24,588 | 19,000 | 24,000 |
| TOTAL FIRE | 1,257,156 | 1,206,436 | 1,141,389 | 1,190,204 | 1,201,869 | 1,222,084 | 1,255,461 |

**TOWNSHIP OF WAINFLEET
BY-LAW OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|---|----------------|-------------------------|------------------|-------------------------|-----------------------------|----------------------|-------------------------|
| BY-LAW & PROPERTY STANDARDS | | | | | | | |
| Work Order Information - By-law | (855) | (600) | (484) | (600) | (600) | (600) | (600) |
| Medical Marijuana Licences | (500) | - | (1,000) | - | (1,060) | - | - |
| Parking Fines - By-law | (94,986) | (23,000) | (49,077) | (25,000) | (34,757) | (25,000) | (35,000) |
| Non-Parking Fines - By-law | (12,914) | (23,000) | (6,800) | (20,000) | (24,000) | (20,000) | (20,000) |
| Parking Fines - Temp Enforcement | - | - | (4,688) | - | - | - | - |
| Cost Recoveries - By-law | (5,868) | (4,000) | (2,805) | (4,000) | (533) | (4,000) | (4,000) |
| From Reserve & Reserve Funds - By-law | (92,500) | (92,500) | (92,500) | (92,500) | (131,500) | (131,500) | (92,500) |
| Misc. Service Charges By-law | 30 | - | - | - | - | - | - |
| Employee Wages By-law | 85,141 | 88,604 | 88,389 | 92,630 | 89,815 | 97,150 | 110,500 |
| Employee Benefits By-law | 28,094 | 26,947 | 28,156 | 29,520 | 30,634 | 31,900 | 37,020 |
| Stationery By-law | 543 | 100 | 445 | 100 | 784 | 100 | 100 |
| Postage By-law | 484 | - | 1,868 | - | - | - | - |
| Membership Fees - By-law | 267 | 300 | 183 | 400 | 193 | 450 | 450 |
| Uniforms By-law | 102 | 600 | - | 600 | 78 | 600 | 600 |
| Training & Professional Development By-law | 2,444 | 1,500 | 1,631 | 2,000 | 1,462 | 2,500 | 3,000 |
| Telephone P&P By-law | 797 | 1,000 | 794 | 1,000 | 782 | 1,000 | 1,000 |
| Legal Fees By-law | 178,351 | 100,000 | 155,143 | 100,000 | 125,000 | 125,000 | 100,000 |
| Computer Maintenance By-law | 1,203 | 2,000 | 395 | 2,000 | 8,477 | 17,000 | 3,000 |
| Professional Fees By-law | 1,371 | 600 | 4,266 | 600 | - | 600 | 5,000 |
| Maintenance/General Supplies By-law | 1,393 | 2,500 | 362 | 2,500 | 421 | 2,500 | 2,500 |
| Contract Equipment/Materials By-law | 1,043 | 12,000 | 275 | 5,000 | - | 5,000 | 5,000 |
| Total BY-LAW & PROPERTY STANDARDS | 93,639 | 93,051 | 124,552 | 94,250 | 65,196 | 102,700 | 116,070 |
| BY-LAW SUV #25 | | | | | | | |
| Fuel - SUV | 1,667 | 2,500 | 1,410 | 2,000 | 2,017 | 2,000 | 2,000 |
| Equipment Parts/Repairs SUV | 496 | 1,550 | 549 | 750 | 3,169 | 750 | 750 |
| Total BY-LAW SUV #25 | 2,164 | 4,050 | 1,959 | 2,750 | 5,186 | 2,750 | 2,750 |
| SHORT TERM RENTAL ADMINISTRATION | | | | | | | |
| Licensing Revenues - Short Term Rentals | - | (30,000) | (50,309) | (84,270) | (39,000) | (60,000) | (45,000) |
| AMPS Penalties & Fines - Short Term Rentals | - | (30,000) | (277,155) | (30,000) | (100,325) | (58,570) | (79,570) |
| Employee Wages - Short Term Rentals | 19,678 | 42,500 | 72,894 | 74,910 | 73,119 | 76,790 | 84,100 |
| Employee Benefits - Short Term Rentals | 6,445 | 14,000 | 26,484 | 25,120 | 27,501 | 26,930 | 28,620 |
| Stationery - Short Term Rentals | 57 | 250 | 135 | 250 | - | 250 | 250 |
| Membership Fees - Short Term Rentals | - | - | 275 | - | 193 | - | - |
| Uniforms - Short Term Rentals | 1,035 | 250 | 569 | 600 | - | 600 | 600 |
| Training & Professional Development - STR | - | - | 1,751 | 2,500 | 1,623 | 3,000 | 3,000 |
| Telephone - Short Term Rentals | 527 | 1,000 | 794 | 1,000 | 754 | 1,000 | 1,000 |
| Legal Fees - Short Term Rentals | - | - | 2,384 | - | 475 | - | 2,000 |
| Computer Maintenance - Short Term Rentals | - | 2,000 | 4,651 | 10,000 | 2,463 | 10,000 | 5,000 |
| Bad Debt Expense - Short Term Rentals | - | - | 40,000 | - | - | - | - |
| Total SHORT TERM RENTAL ADMINISTRATION | 27,742 | - | (177,527) | 110 | (33,197) | - | - |
| P&P LIVESTOCK & DOGS | | | | | | | |
| Livestock Evaluation | - | 500 | - | 500 | - | 500 | 500 |
| To Other Agencies - Livestock | 35,852 | 35,856 | 37,215 | 35,856 | 37,922 | 38,724 | 40,273 |
| Total P&P LIVESTOCK & DOGS | 35,852 | 36,356 | 37,215 | 36,356 | 37,922 | 39,224 | 40,773 |
| TOTAL BY-LAW | 159,398 | 133,457 | (13,802) | 133,466 | 75,106 | 144,674 | 159,593 |

**TOWNSHIP OF WAINFLEET
PLANNING OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|----------------|-------------------------|----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| PLANNING & ZONING | | | | | | | |
| Work Order Information - Planning | (113) | (400) | (824) | (400) | (2,261) | (400) | (400) |
| Plan of Subdivision/Condo Fees | (11,581) | (7,000) | (3,811) | (7,000) | (9,636) | (7,000) | (7,000) |
| Pre-Consultation Fees | (10,500) | (10,000) | (12,367) | (7,500) | (6,733) | (10,000) | (10,000) |
| Rezoning Applications - Planning | (26,213) | (10,000) | (6,652) | (12,500) | (19,342) | (10,000) | (15,000) |
| Site Plan - Planning | (5,253) | (2,000) | (4,226) | (4,000) | (1,167) | (4,000) | (4,000) |
| Cost Recoveries-Planning | (3,978) | - | - | - | - | - | - |
| Miscellaneous - Planning | (7,430) | (3,500) | (3,018) | (6,000) | (4,855) | (6,000) | (6,000) |
| From Reserve & Res. Funds - Planning | - | (100,000) | - | (200,000) | - | (190,000) | (150,000) |
| Employee Wages Planning | 224,737 | 230,816 | 255,018 | 243,150 | 229,068 | 249,350 | 258,820 |
| Employee Benefits Planning | 66,172 | 71,524 | 82,214 | 72,030 | 74,149 | 79,040 | 80,990 |
| Stationery Planning | 638 | 1,000 | 519 | 1,000 | 651 | 750 | 750 |
| Postage Planning | 358 | 500 | 269 | 500 | - | 500 | 500 |
| Publications & Subscriptions Planning | 6,942 | 12,100 | 12,478 | 7,700 | 8,000 | 8,000 | 10,000 |
| Membership Fees Planning | 792 | 2,500 | 1,795 | 2,500 | 2,610 | 2,700 | 2,700 |
| Food Allowances Planning | 160 | 350 | 77 | 350 | 287 | 350 | 350 |
| Training & Professional Development Planning | 3,205 | 5,000 | 2,382 | 5,000 | 3,121 | 5,000 | 5,000 |
| Mileage Planning | - | 500 | 777 | 500 | 418 | 500 | 500 |
| Miscellaneous - Planning | 18 | - | - | - | - | - | - |
| Advertising Planning | 1,800 | 5,000 | 80 | 4,000 | - | 3,000 | 3,000 |
| Telephone - Planning | 901 | 1,200 | 916 | 1,200 | 620 | 1,000 | 1,000 |
| Legal Fees Planning | 2,094 | 14,000 | 5,373 | 7,000 | 1,107 | 7,000 | 7,000 |
| Computer Maintenance Planning | - | 1,500 | - | 1,500 | - | 1,500 | 1,500 |
| Professional Fees Planning | - | 25,000 | 15,535 | 25,000 | 1,628 | 25,000 | 25,000 |
| Official Plan Review | - | 100,000 | - | 200,000 | - | 190,000 | 150,000 |
| Total PLANNING & ZONING | 242,749 | 338,090 | 346,536 | 334,030 | 277,667 | 346,290 | 354,710 |
| COMMITTEE OF ADJUSTMENT | | | | | | | |
| Certification Fees - COA | (1,584) | (2,050) | (1,645) | (2,050) | (976) | (2,050) | (1,500) |
| Minor Variance Applications - COA | (23,854) | (17,500) | (19,545) | (20,000) | (12,525) | (25,000) | (20,000) |
| Consent Fees - COA | (14,674) | (10,000) | (3,136) | (10,000) | (10,752) | (8,000) | (8,000) |
| Employee Wages COA | 45,023 | 53,511 | 52,483 | 56,490 | 50,313 | 57,220 | 58,590 |
| Employee Benefits COA | 12,762 | 16,504 | 17,221 | 15,790 | 18,622 | 18,530 | 18,920 |
| Stationery COA | 844 | 850 | - | 850 | - | 850 | 1,350 |
| Postage COA | - | 500 | - | 500 | - | 500 | 500 |
| Membership Fees COA | 600 | 750 | 600 | 750 | 700 | 750 | 875 |
| Training & Professional Development COA | 2,465 | 3,000 | 1,491 | 3,000 | 2,040 | 3,000 | 3,000 |
| Mileage COA | 621 | 750 | 762 | 750 | - | 750 | 750 |
| Total COMMITTEE OF ADJUSTMENT | 22,203 | 46,315 | 48,232 | 46,080 | 47,422 | 46,550 | 54,485 |
| TOTAL PLANNING | 264,952 | 384,405 | 394,768 | 380,110 | 325,088 | 392,840 | 409,195 |

**TOWNSHIP OF WAINFLEET
BUILDING & SEPTIC OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|-----------------|-------------------------|----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| BUILDING & SEPTIC DEPARTMENT | | | | | | | |
| Work Order Information - Building | (333) | (1,000) | (720) | (1,000) | (1,616) | (1,000) | (1,000) |
| Building Permits | (156,950) | (268,000) | (81,316) | (230,000) | (185,057) | (200,000) | (200,000) |
| Lot Grading & Drain Permits | (3,297) | (12,500) | (4,197) | (7,000) | (5,600) | (7,000) | (7,000) |
| Part 8 Septic Permits | - | - | (57,051) | (60,000) | (40,586) | (72,000) | (60,000) |
| Cost Recoveries Building | (1,800) | - | - | - | - | - | - |
| Miscellaneous Revenue - Building | (18) | - | - | - | - | - | - |
| From Reserve & Res. Funds - Building | - | - | - | (35,190) | (121,060) | (121,060) | (118,320) |
| Employee Wages Building | 196,113 | 194,146 | 238,608 | 221,980 | 220,777 | 236,560 | 238,950 |
| Employee Benefits Building | 64,281 | 62,266 | 81,016 | 70,010 | 74,726 | 76,300 | 76,470 |
| Stationery Building | 346 | 500 | 579 | 500 | 286 | 500 | 500 |
| Postage Building | 152 | 400 | 350 | 400 | - | 400 | 200 |
| Membership Fees Building | 396 | 2,000 | 703 | 3,000 | 555 | 1,500 | 1,000 |
| Uniforms Building | 275 | 650 | - | 500 | - | 500 | 250 |
| Training & Professional Development Building | 668 | 4,000 | - | 3,000 | 389 | 1,500 | 1,000 |
| Mileage Building | 40 | 200 | 21 | 200 | - | 200 | 100 |
| Advertising Building | - | 350 | - | 350 | - | 350 | 100 |
| Telephone Building | 1,556 | 2,000 | 1,602 | 2,000 | 1,547 | 2,000 | 1,500 |
| Legal Fees Building | 1,362 | 8,500 | 1,526 | 5,000 | - | 5,000 | 5,000 |
| Computer Maintenance - Building | 16,360 | 17,500 | 16,748 | 17,500 | 3,880 | 17,500 | 5,000 |
| Professional Fees Building | 1,051 | 6,528 | 1,221 | 4,500 | - | 4,500 | 3,000 |
| Maintenance/General Supplies Building | - | 2,500 | 8 | 1,500 | - | 1,500 | 500 |
| Interdepartmental Admin Costs - Building | 50,462 | 1,750 | 49,890 | - | 50,000 | 50,000 | 50,000 |
| Total BUILDING AND SEPTIC DEPARTMENT | 170,664 | 21,790 | 248,990 | (2,750) | (1,760) | (2,750) | (2,750) |
| BUILDING SUV | | | | | | | |
| Fuel - Building SUV | 1,110 | 2,000 | 1,247 | 2,000 | 675 | 2,000 | 2,000 |
| Equipment Parts/Repair Building SUV | 491 | 1,750 | 470 | 750 | 1,609 | 750 | 750 |
| Total BUILDING SUV | 1,601 | 3,750 | 1,717 | 2,750 | 2,284 | 2,750 | 2,750 |
| SEPTIC INSPECTIONS | | | | | | | |
| Part 8 Septic Permits | (46,664) | (47,500) | - | - | - | - | - |
| Employee Wages-Septic Inspections | 13,395 | 14,705 | - | - | - | - | - |
| Employee Benefits-Septic Inspections | 4,221 | 4,365 | - | - | - | - | - |
| Stationery-Septic Inspections | - | 100 | - | - | - | - | - |
| Postage-Septic Inspections | 2 | 100 | - | - | - | - | - |
| Membership Fees-Septic Inspections | 128 | 500 | - | - | - | - | - |
| Training & Professional Development | - | 500 | - | - | - | - | - |
| Mileage-Septic Inspections | - | 150 | - | - | - | - | - |
| Advertising-Septic Inspections | - | 300 | - | - | - | - | - |
| Legal Fees-Septic Inspections | - | 500 | - | - | - | - | - |
| Tools - Septic Inspections | - | 300 | - | - | - | - | - |
| Septic Maintenance/General Supplies | - | 440 | - | - | - | - | - |
| Total SEPTIC INSPECTIONS | (28,918) | (25,540) | - | - | - | - | - |
| TOTAL BUILDING | 143,347 | - | 250,707 | - | 524 | - | - |

**TOWNSHIP OF WAINFLEET
PUBLIC WORKS OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|----------------|-------------------------|----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| ROADS | | | | | | | |
| Provincial Grants - Roads | (90,000) | - | - | - | - | - | - |
| Inspections - Roads | (2,377) | (2,500) | (1,847) | (3,000) | (2,008) | (2,000) | (2,000) |
| Site Alteration Permit Fee | (500) | - | - | - | (1,415) | - | - |
| Road Permits - Roads | (8,742) | (2,000) | (9,233) | (4,000) | (2,004) | (8,000) | (8,000) |
| Right of Use Grant - Roads | (38,317) | (36,000) | (38,616) | (36,000) | (38,803) | (38,600) | (38,600) |
| Community Impact Fund - Roads | (42,000) | (42,000) | (41,258) | (42,000) | (40,363) | (41,200) | (41,200) |
| Cost Recoveries Roads | (20,493) | - | (60) | (5,000) | (450) | (5,000) | (5,000) |
| Proceeds From Sale of Assets - Roads | (29,970) | - | (555,200) | - | (62,068) | - | - |
| Miscellaneous Revenue - Roads | (5,908) | (4,500) | (9,401) | (4,500) | (2,595) | (4,500) | (4,500) |
| From Reserve & Res. Funds - Roads | (76,076) | (225,000) | - | - | - | - | (15,000) |
| Insurance - Roads | 53,041 | - | 57,081 | 66,751 | 57,089 | 66,751 | 60,514 |
| To Reserve & Res. Funds - Roads | - | - | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| Total ROADS | (261,343) | (312,000) | (448,535) | 122,251 | 57,384 | 117,451 | 96,214 |
| FUEL AND FLUIDS | | | | | | | |
| Unleaded Fuel | 3,281 | - | - | - | - | - | - |
| Diesel Fuel | 3,273 | - | - | - | - | - | - |
| Coloured Diesel Fuel | (1,428) | - | - | - | - | - | - |
| Diesel Exhaust Fluid | (239) | - | 1,159 | - | 1,741 | - | - |
| Total FUEL AND FLUIDS | 4,887 | - | 1,159 | - | 1,741 | - | - |
| BRIDGES/GUARDRAILS | | | | | | | |
| Professional Fees - Bridges/Guardrails | - | 8,000 | 9,047 | 6,000 | - | 6,000 | 6,000 |
| Material Purchases - Bridges/Guardrails | 16,612 | 20,000 | 8,630 | 17,000 | - | - | - |
| Contract Equipment/Materials - Bridges/Guardrails | - | - | - | - | 13,759 | 17,000 | 17,000 |
| Total BRIDGES/GUARDRAILS | 16,612 | 28,000 | 17,677 | 23,000 | 13,759 | 23,000 | 23,000 |
| CULVERT REPAIR | | | | | | | |
| Employee Wages Culvert Repair | 277 | - | - | - | - | - | - |
| Employee Benefits Culvert Repair | 61 | - | - | - | - | - | - |
| Material Purchases Culvert Repair | 56,642 | 40,000 | - | - | - | - | - |
| Contract Equipment/Materials Culvert Repair | 50,700 | 8,000 | 28,661 | 2,000 | - | 2,000 | 2,000 |
| Distributed Equipment Rental Culvert Repair | 196 | 16,000 | - | - | - | - | - |
| Total CULVERT REPAIR | 107,876 | 64,000 | 28,661 | 2,000 | - | 2,000 | 2,000 |
| CULVERT INSTALLATIONS | | | | | | | |
| Culvert Installations | (7,476) | - | - | - | - | - | - |
| Total CULVERT INSTALLATIONS | (7,476) | - | - | - | - | - | - |
| GRASS MOWING & WEEDS | | | | | | | |
| Employee Wages Mowing | 3,025 | - | - | - | - | - | - |
| Employee Benefits Mowing | 1,024 | - | - | - | - | - | - |
| Contract Equipment/Materials Mowing | 211 | 500 | - | 500 | - | 500 | - |
| Distributed Equipment Rental Mowing | 5,072 | 53,200 | - | - | - | - | - |
| Total GRASS MOWING & WEEDS | 9,331 | 53,700 | - | 500 | - | 500 | - |
| BRUSHING, TRIMMING & TREE REMOVAL | | | | | | | |
| Employee Wages Brush, Trim and Tree Removal | 5,749 | - | - | - | - | - | - |
| Employee Benefits Brush, Trim and Tree Removal | 2,143 | - | - | - | - | - | - |
| Contract Equipment/Materials Brush, Trim and Trees | 1,729 | 13,500 | 162,167 | 193,000 | 150,488 | 193,000 | 150,000 |
| Distributed Equipment Rental Brush, Trim and Trees | 4,454 | 10,000 | - | - | - | - | - |
| Total BRUSHING, TRIMMING & TREE REMOVAL | 14,074 | 23,500 | 162,167 | 193,000 | 150,488 | 193,000 | 150,000 |
| TREE REMOVAL | | | | | | | |
| Employee Wages Tree Removal | 2,306 | - | - | - | - | - | - |
| Employee Benefits Tree Removal | 552 | - | - | - | - | - | - |
| Contract Equipment/Materials Tree Removal | 169,371 | 190,000 | - | - | - | - | - |
| Total TREE REMOVAL | 172,228 | 190,000 | - | - | - | - | - |

**TOWNSHIP OF WAINFLEET
PUBLIC WORKS OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|----------------|-------------------------|----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| DITCHING | | | | | | | |
| Employee Wages Ditching | 152 | - | - | - | - | - | - |
| Employee Benefits Ditching | 48 | - | - | - | - | - | - |
| Material Purchases Ditching | - | 10,000 | - | - | - | - | - |
| Contract Equipment/Materials Ditching | 93,393 | 30,000 | 66,342 | 50,000 | 50,611 | 50,000 | 50,000 |
| Distributed Equipment Rental Ditching | 288 | 20,000 | - | - | - | - | - |
| Total DITCHING | 93,882 | 60,000 | 66,342 | 50,000 | 50,611 | 50,000 | 50,000 |
| LINE PAINTING | | | | | | | |
| Contract Equipment/Materials Line Painting | - | - | 15,289 | 14,000 | 18,000 | 15,000 | 15,000 |
| Total LINE PAINTING | - | - | 15,289 | 14,000 | 18,000 | 15,000 | 15,000 |
| PATCHING & SPRAY PATCHING | | | | | | | |
| Employee Wages Patching | 3,131 | - | - | - | - | - | - |
| Employee Benefits Patching | 938 | - | - | - | - | - | - |
| Material Purchases Patching | 41,628 | 125,000 | - | - | 3,003 | - | - |
| Contract Equipment/Materials Patching | - | 40,000 | 131,523 | 100,000 | 192,900 | 100,000 | 200,000 |
| Distributed Equipment Rental Patching | 913 | 10,000 | - | - | - | - | - |
| Total PATCHING & SPRAY PATCHING | 46,610 | 175,000 | 131,523 | 100,000 | 195,903 | 100,000 | 200,000 |
| SWEEPING & CLEANING | | | | | | | |
| Employee Wages Sweeping | 1,584 | - | - | - | - | - | - |
| Employee Benefits Sweeping | 430 | - | - | - | - | - | - |
| Contract Equipment/Materials Sweeping | 6,506 | 3,900 | 6,440 | 6,000 | 8,190 | 6,500 | 6,500 |
| Distributed Equipment Rental Sweeping | 1,080 | 5,000 | - | - | - | - | - |
| Total SWEEPING & CLEANING | 9,599 | 8,900 | 6,440 | 6,000 | 8,190 | 6,500 | 6,500 |
| GRADING | | | | | | | |
| Employee Wages Grading | 761 | - | - | - | - | - | - |
| Employee Benefits Grading | 257 | - | - | - | - | - | - |
| Distributed Equipment Rental Grading | 1,500 | 27,000 | - | - | - | - | - |
| Total GRADING | 2,518 | 27,000 | - | - | - | - | - |
| DUST LAYER | | | | | | | |
| Material Purchases Dust Control | - | 83,500 | - | - | - | - | - |
| Contract Equipment/Material Dust Control | 76,793 | 2,400 | 93,752 | 85,000 | 95,011 | 100,000 | 100,000 |
| Distributed Equipment Rental Dust Control | - | 9,000 | - | - | - | - | - |
| Total DUST LAYER | 76,793 | 94,900 | 93,752 | 85,000 | 95,011 | 100,000 | 100,000 |
| GRAVEL RESURFACING | | | | | | | |
| Employee Wages Gravel | 925 | - | - | - | - | - | - |
| Employee Benefits Gravel | 262 | - | - | - | - | - | - |
| Material Purchases Gravel | 107,372 | 80,000 | - | - | - | - | - |
| Contract Equipment/Materials Gravel | - | 10,000 | 122,547 | 100,000 | 123,432 | 115,000 | 115,000 |
| Distributed Equipment Rental Gravel | 2,123 | 36,000 | - | - | - | - | - |
| Total GRAVEL RESURFACING | 110,682 | 126,000 | 122,547 | 100,000 | 123,432 | 115,000 | 115,000 |
| SNOW PLOWING | | | | | | | |
| Employee Wages Plowing | 9,806 | - | - | - | - | - | - |
| Employee Benefits Plowing | 2,701 | - | - | - | - | - | - |
| Material Purchases Plowing | 259 | - | - | - | 393 | - | - |
| Distributed Equipment Rental Plowing | 9,831 | 70,000 | - | - | - | - | - |
| Total SNOW PLOWING | 22,596 | 70,000 | - | - | 393 | - | - |
| SALTING & SANDING | | | | | | | |
| Employee Wages Salting & Sanding | 6,961 | - | - | - | - | - | - |
| Employee Benefits Salting & Sanding | 2,122 | - | - | - | - | - | - |
| Material Purchases Salting & Sanding | 52,213 | 65,000 | 297 | - | - | - | - |
| Contract Equipment/Materials Salting & Sanding | 18,084 | - | 73,227 | 70,000 | 122,398 | 80,000 | 80,000 |
| Distributed Equipment Rental Salting & Sanding | 11,517 | 40,000 | - | - | - | - | - |
| Total SALTING & SANDING | 90,897 | 105,000 | 73,524 | 70,000 | 122,398 | 80,000 | 80,000 |

**TOWNSHIP OF WAINFLEET
PUBLIC WORKS OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|------------------|-------------------------|------------------|-------------------------|-----------------------------|----------------------|-------------------------|
| SIGNS | | | | | | | |
| Employee Wages Signs | 1,670 | - | - | - | - | - | - |
| Employee Benefits Signs | 465 | - | - | - | - | - | - |
| Material Purchases Signs | 31,912 | 19,500 | 31,387 | 18,500 | (302) | - | - |
| Contract Equipment/Materials Signs | - | - | - | - | 18,488 | 19,000 | 19,000 |
| Distributed Equipment Rental Signs | 531 | 1,800 | - | - | - | - | - |
| Total SIGNS | 34,578 | 21,300 | 31,387 | 18,500 | 18,186 | 19,000 | 19,000 |
| RAILWAY CROSSINGS | | | | | | | |
| Contract Equipment/Materials Crossings | 8,298 | 8,000 | 9,684 | 8,000 | 8,608 | 8,100 | 9,700 |
| Total RAILWAY CROSSINGS | 8,298 | 8,000 | 9,684 | 8,000 | 8,608 | 8,100 | 9,700 |
| ROAD INSPECTIONS | | | | | | | |
| Employee Wages Inspections | 5,834 | - | - | - | - | - | - |
| Employee Benefits Inspections | 1,498 | - | - | - | - | - | - |
| Distributed Equipment Rental Inspection | 1,000 | 5,000 | - | - | - | - | - |
| Total ROAD INSPECTIONS | 8,333 | 5,000 | - | - | - | - | - |
| WINTER PATROL | | | | | | | |
| Employee Wages Winter Patrol | 4,300 | - | - | - | - | - | - |
| Employee Benefits Winter Patrol | 746 | - | - | - | - | - | - |
| Total WINTER PATROL | 5,045 | - | - | - | - | - | - |
| ROADS OVERHEAD | | | | | | | |
| Employee Wages - Roads Overhead | 758,573 | 902,534 | 855,292 | 935,770 | 862,717 | 963,080 | 977,410 |
| Employee Benefits - Roads Overhead | 270,144 | 307,054 | 305,929 | 298,840 | 297,358 | 317,590 | 328,550 |
| Stationery - Roads Overhead | 5,243 | 5,000 | 2,806 | 5,000 | 5,358 | 5,000 | 5,000 |
| Postage - Roads Overhead | 428 | 275 | 184 | 275 | - | 275 | 275 |
| Insurance - Roads Overhead | - | 53,041 | 216 | - | 5,006 | - | 5,306 |
| Membership Fees - Roads Overhead | 1,855 | 2,300 | 2,493 | 2,300 | 1,536 | 3,500 | 3,500 |
| Food Allowances - Roads Overhead | 599 | 1,000 | 219 | 1,000 | 1,065 | 1,000 | 1,000 |
| Training & Professional Development - Roads | 4,646 | 10,000 | 8,984 | 10,000 | 10,801 | 10,000 | 12,000 |
| Mileage - Roads Overhead | 1,046 | 1,500 | 731 | 1,500 | 352 | 1,500 | 1,500 |
| Miscellaneous Roads Overhead | 2,752 | 4,500 | 7,962 | 3,000 | 4,133 | 4,000 | - |
| Advertising Roads Overhead | 395 | 1,500 | - | 1,000 | - | 1,000 | 500 |
| Communications Equipment Roads Overhead | - | 7,500 | - | - | - | - | - |
| Telephone Roads Overhead | 10,054 | 8,100 | 8,678 | 11,600 | 8,333 | 11,600 | 10,000 |
| Legal Fees Roads Overhead | 3,892 | 7,500 | 10,347 | 6,000 | 3,949 | 6,000 | 6,000 |
| Computer Maintenance - Roads Overhead | - | - | 1,318 | 2,500 | 1,757 | 2,500 | 4,500 |
| Professional Fees Roads Overhead | 16,014 | 58,500 | 5,861 | 13,500 | 1,255 | 13,500 | 10,000 |
| Roads Needs Study | 59,448 | 75,000 | - | - | - | - | - |
| General Maintenance Roads Overhead | 3,575 | 2,000 | 3,273 | 2,000 | 5,717 | 2,000 | - |
| Tools Roads Overhead | 1,371 | 8,600 | 2,875 | 8,600 | 2,520 | 8,600 | 8,600 |
| Maintenance/General Supplies Roads Overhead | 33,238 | 19,000 | 13,204 | 19,000 | 11,125 | 19,000 | 25,000 |
| Distributed Equipment Rental Roads Overhead | 267,700 | 8,500 | 337,153 | - | - | - | - |
| Total ROADS OVERHEAD | 1,440,973 | 1,483,404 | 1,567,526 | 1,321,885 | 1,222,982 | 1,370,145 | 1,399,141 |
| STREET LIGHTING | | | | | | | |
| Hydro - Street Lighting | 15,650 | 15,000 | 16,410 | 16,400 | 14,681 | 16,400 | 16,400 |
| Maintenance/General Supplies Street Lighting | 4,514 | 7,000 | 3,466 | 5,500 | 6,954 | 5,500 | 5,500 |
| Total STREET LIGHTING | 20,164 | 22,000 | 19,876 | 21,900 | 21,634 | 21,900 | 21,900 |
| TRUCK 1 | | | | | | | |
| Distributed Equipment Rental - Truck 1 | (8,265) | (45,500) | (14,792) | - | (1,653) | - | - |
| Fuel Truck 1 | 1,916 | 5,000 | 3,634 | 2,000 | 10,412 | 2,000 | 10,000 |
| Equipment Parts/Repairs Truck 1 | 5,431 | 10,000 | 3,835 | 8,000 | 511 | 8,000 | 5,000 |
| To Consolidated Reserve Truck 1 | 12,650 | 12,650 | - | - | - | - | - |
| Total TRUCK 1 | 11,732 | (17,850) | (7,323) | 10,000 | 9,270 | 10,000 | 15,000 |

**TOWNSHIP OF WAINFLEET
PUBLIC WORKS OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|---|-----------------|-------------------------|-----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| TRUCK 2 | | | | | | | |
| Distributed Equipment Rental - Truck 2 | (8,507) | (25,000) | (17,331) | - | (424) | - | - |
| Employee Wages Truck 2 | 218 | - | - | - | - | - | - |
| Employee Benefits Truck 2 | 99 | - | - | - | - | - | - |
| Fuel Truck 2 | 2,604 | 5,000 | 4,892 | 4,500 | 4,443 | 5,000 | 5,000 |
| Equipment Parts/Repairs Truck 2 | 1,291 | 7,000 | 2,427 | 6,000 | 2,735 | 6,000 | 4,000 |
| To Consolidated Reserve Truck 2 | (12,274) | (12,274) | - | - | - | - | - |
| Total TRUCK 2 | (16,568) | (25,274) | (10,012) | 10,500 | 6,755 | 11,000 | 9,000 |
| TRUCK 3 | | | | | | | |
| Distributed Equipment Rental - Truck 3 | (3,600) | (9,000) | (4,760) | - | (32) | - | - |
| Employee Wages Truck 3 | 309 | - | - | - | - | - | - |
| Employee Benefits Truck 3 | 38 | - | - | - | - | - | - |
| Fuel Truck 3 | 1,739 | 4,500 | 4,079 | 4,000 | 3,473 | 4,000 | 4,000 |
| Equipment Parts/Repairs Truck 3 | 2,809 | 4,000 | 2,086 | 3,000 | 11,728 | 3,000 | 3,000 |
| To Consolidated Reserve Truck 3 | (4,930) | (4,930) | - | - | - | - | - |
| Total TRUCK 3 | (3,635) | (5,430) | 1,405 | 7,000 | 15,169 | 7,000 | 7,000 |
| TRUCK 6 | | | | | | | |
| Distributed Equipment Rental - Truck 6 | - | - | - | - | (1,687) | - | - |
| Employee Wages Truck 6 | 291 | - | - | - | - | - | - |
| Employee Benefits Truck 6 | 133 | - | - | - | - | - | - |
| Fuel Truck 6 | 6,199 | 7,000 | 5,501 | 7,000 | 4,285 | 7,000 | 6,000 |
| Equipment Parts/Repairs Truck 6 | 3,030 | 3,000 | 965 | 4,000 | 871 | 4,000 | 3,000 |
| Total TRUCK 6 | 9,653 | 10,000 | 6,466 | 11,000 | 3,470 | 11,000 | 9,000 |
| TRUCK 7 | | | | | | | |
| Distributed Equipment Rental - Truck 7 | (52,782) | (10,000) | (52,127) | - | (114) | - | - |
| Employee Wages Truck 7 | 109 | - | - | - | - | - | - |
| Employee Benefits Truck 7 | 36 | - | - | - | - | - | - |
| Fuel Truck 7 | 10,523 | 12,000 | 12,024 | 12,000 | 10,615 | 12,000 | 12,000 |
| Equipment Parts/Repairs Truck 7 | 2,124 | 8,000 | 11,685 | 8,000 | 1,124 | 8,000 | 6,000 |
| To Consolidated Reserve Truck 7 | 2,000 | 2,000 | - | - | - | - | - |
| Total TRUCK 7 | (37,989) | 12,000 | (28,417) | 20,000 | 11,625 | 20,000 | 18,000 |
| TRUCK 8 | | | | | | | |
| Employee Wages Truck 8 | 146 | - | - | - | - | - | - |
| Employee Benefits Truck 8 | 32 | - | - | - | - | - | - |
| Fuel Truck 8 | 3,478 | 5,500 | 3,881 | 5,000 | 2,760 | 5,000 | 5,000 |
| Equipment Parts/Repairs Truck 8 | 2,139 | 3,000 | 680 | 3,000 | 1,259 | 3,000 | 2,000 |
| Total TRUCK 8 | 5,795 | 8,500 | 4,561 | 8,000 | 4,019 | 8,000 | 7,000 |
| TRUCK 10 | | | | | | | |
| Distributed Equipment Rental - Truck 10 | (31,721) | (55,000) | (42,152) | - | (1,824) | - | - |
| Employee Wages Truck 10 | 36 | - | - | - | - | - | - |
| Employee Benefits Truck 10 | 8 | - | - | - | - | - | - |
| Fuel Truck 10 | 9,635 | 13,000 | 11,673 | 13,000 | 9,356 | 13,000 | 13,000 |
| Equipment Parts/Repairs Truck 10 | 2,114 | 10,000 | 5,245 | 10,000 | 4,824 | 10,000 | 8,000 |
| To Consolidated Reserve Truck 10 | 22,950 | 22,950 | - | - | - | - | - |
| Total TRUCK 10 | 3,023 | (9,050) | (25,233) | 23,000 | 12,356 | 23,000 | 21,000 |
| TRUCK 11 | | | | | | | |
| Distributed Equipment Rental - Truck 11 | - | - | - | - | (83) | - | - |
| Employee Wages Truck 11 | 146 | - | - | - | - | - | - |
| Employee Benefits Truck 11 | 49 | - | - | - | - | - | - |
| Fuel Truck 11 | 4,223 | 6,500 | 6,551 | 6,000 | 4,158 | 6,000 | 6,000 |
| Equipment Parts/Repairs Truck 11 | 1,296 | 4,000 | 3,111 | 3,000 | 1,446 | 3,000 | 3,000 |
| Total TRUCK 11 | 5,714 | 10,500 | 9,663 | 9,000 | 5,520 | 9,000 | 9,000 |
| TRUCK 23 | | | | | | | |
| Distributed Equip Rental Truck 23 | (9,078) | - | - | - | - | - | - |
| Fuel Truck 23 | 2,325 | 4,500 | 2,593 | 4,000 | 1,015 | 4,000 | 3,000 |
| Equipment Parts/Repairs Truck 23 | 582 | 2,500 | 606 | 2,000 | 271 | 2,000 | 1,500 |
| Total TRUCK 23 | (6,171) | 7,000 | 3,199 | 6,000 | 1,287 | 6,000 | 4,500 |

**TOWNSHIP OF WAINFLEET
PUBLIC WORKS OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|-----------------|-------------------------|-----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| TRUCK 28 | | | | | | | |
| Distributed Equipment Rental - Truck 28 | (54,229) | (45,000) | (58,411) | - | - | - | - |
| Employee Wages - Truck 28 | 400 | - | - | - | - | - | - |
| Employee Benefits - Truck 28 | 88 | - | - | - | - | - | - |
| Fuel - Truck 28 | 9,643 | 18,000 | 9,716 | 15,000 | 7,494 | 15,000 | 7,000 |
| Equipment Parts/Repairs Truck 28 | 6,504 | 16,250 | 30,426 | 14,000 | 631 | 16,000 | 10,000 |
| To Consolidated Reserve - Truck 28 | 27,250 | 27,250 | - | - | - | - | - |
| Total TRUCK 28 | (10,343) | 16,500 | (18,269) | 29,000 | 8,126 | 31,000 | 17,000 |
| TRUCK 33 | | | | | | | |
| Fuel Truck 33 | 833 | - | 4,466 | - | 3,387 | - | 3,000 |
| Equipment Parts/Repairs Truck 33 | 2,733 | - | 1,683 | 3,000 | 271 | 3,000 | 3,000 |
| Total TRUCK 33 | 3,565 | - | 6,149 | 3,000 | 3,658 | 3,000 | 6,000 |
| TRUCK 98 | | | | | | | |
| Distributed Equipment Rental Truck 98 | (2,684) | - | (1,826) | - | - | - | - |
| Employee Wages Truck 98 | 234 | - | - | - | - | - | - |
| Employee Benefits Truck 98 | 66 | - | - | - | - | - | - |
| Fuel Truck 98 | 5,685 | 6,500 | 5,810 | 6,500 | 3,826 | 6,500 | 6,500 |
| Equipment Parts/Repairs Truck 98 | 2,060 | 4,000 | 4,443 | 4,000 | 306 | 4,000 | 4,000 |
| To Consolidated Reserve Truck 98 | (8,410) | (8,410) | - | - | - | - | - |
| Total TRUCK 98 | (3,050) | 2,090 | 8,426 | 10,500 | 4,132 | 10,500 | 10,500 |
| VERMEER CHIPPER | | | | | | | |
| Distributed Equipment Rental Vermeer Chipper | (4,719) | (2,000) | (264) | - | - | - | - |
| Fuel Vermeer Chipper | 1,382 | 200 | 207 | 800 | - | 800 | 800 |
| Equipment Parts/Repairs Vermeer Chipper | 318 | 2,300 | 236 | 2,300 | - | 2,300 | 2,300 |
| To Consolidated Reserve Vermeer Chipper | 337 | 337 | - | - | - | - | - |
| Total VERMEER CHIPPER | (2,682) | 837 | 179 | 3,100 | - | 3,100 | 3,100 |
| HOT BOX | | | | | | | |
| Fuel Hot Box | - | - | 190 | - | 409 | - | - |
| Equipment Parts/Repairs Hot Box | 195 | - | 1,008 | - | 437 | - | - |
| Total HOT BOX | 195 | - | 1,199 | - | 846 | - | - |
| TRACTOR 9 | | | | | | | |
| Distributed Equipment Rental Tractor 9 | (16,513) | (30,000) | (40,915) | - | - | - | - |
| Fuel Tractor 9 | 5,319 | 10,000 | 7,641 | 10,000 | 6,671 | 8,000 | 8,000 |
| Equipment Parts/Repairs Tractor 9 | 45,016 | 13,000 | 16,023 | 13,000 | 6,239 | 15,000 | 10,000 |
| To Consolidated Reserve Tractor 9 | 6,100 | 6,100 | - | - | - | - | - |
| Total TRACTOR 9 | 39,922 | (900) | (17,251) | 23,000 | 12,910 | 23,000 | 18,000 |
| TRACTOR 9A | | | | | | | |
| Distributed Equipment Rental Tractor 9A | (44,835) | (25,000) | (50,715) | - | - | - | - |
| Fuel Tractor 9A | 11,562 | 9,000 | 10,681 | 9,000 | 9,854 | 9,000 | 9,000 |
| Equipment Parts/Repairs Tractor 9A | 14,877 | 7,000 | 15,550 | 7,000 | 9,424 | 11,000 | 11,000 |
| To Consolidated Reserve Tractor 9A | 4,838 | 4,838 | - | - | - | - | - |
| Total TRACTOR 9A | (13,557) | (4,162) | (24,483) | 16,000 | 19,278 | 20,000 | 20,000 |
| SPRAY PATCHER | | | | | | | |
| Equipment Parts/Repairs Spray Patcher | - | 1,000 | - | 500 | - | 500 | - |
| Total SPRAY PATCHER | - | 1,000 | - | 500 | - | 500 | - |
| GRADER 5 | | | | | | | |
| Distributed Equipment Rental Grader 5 | (2,970) | (12,000) | - | - | - | - | - |
| Employee Wages Grader 5 | 328 | - | - | - | - | - | - |
| Employee Benefits Grader 5 | 149 | - | - | - | - | - | - |
| Fuel Grader 5 | 1,440 | 2,750 | - | - | - | - | - |
| Equipment Parts/Repairs Grader 5 | 2,366 | 4,000 | - | - | - | - | - |
| To Consolidated Reserve Grader 5 | (1,751) | (1,751) | - | - | - | - | - |
| Total GRADER 5 | (438) | (7,001) | - | - | - | - | - |

**TOWNSHIP OF WAINFLEET
PUBLIC WORKS OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|------------------|-------------------------|------------------|-------------------------|-----------------------------|----------------------|-------------------------|
| GRADER 12 | | | | | | | |
| Distributed Equipment Rental Grader 12 | (37,410) | (40,000) | (40,920) | - | - | - | - |
| Employee Wages Grader 12 | 1,092 | - | - | - | - | - | - |
| Employee Benefits Grader 12 | 497 | - | - | - | - | - | - |
| Fuel Grader 12 | 15,655 | 20,000 | 12,967 | 20,000 | 12,490 | 20,000 | 20,000 |
| Equipment Parts/Repairs Grader 12 | 22,247 | 18,000 | 13,008 | 20,000 | 10,452 | 20,000 | 20,000 |
| To Consolidated Reserve Grader 12 | 12,866 | 12,866 | - | - | - | - | - |
| Total GRADER 12 | 14,947 | 10,866 | (14,945) | 40,000 | 22,942 | 40,000 | 40,000 |
| LOADER 4 | | | | | | | |
| Distributed Equipment Rental Loader 4 | (24,819) | (15,000) | (29,008) | - | (882) | - | - |
| Employee Wages Loader 4 | 255 | - | - | - | - | - | - |
| Employee Benefits Loader 4 | 97 | - | - | - | - | - | - |
| Fuel Loader 4 | 4,225 | 7,000 | 4,361 | 6,000 | 2,996 | 6,000 | 6,000 |
| Equipment Parts/Repairs Loader 4 | 5,481 | 5,000 | 10,397 | 5,500 | 12,425 | 5,500 | 5,500 |
| To Consolidated Reserve Loader 4 | 6,377 | 6,377 | - | - | - | - | - |
| Total LOADER 4 | (8,385) | 3,377 | (14,250) | 11,500 | 14,538 | 11,500 | 11,500 |
| BOBCAT | | | | | | | |
| Distributed Equipment Rental Bobcat | - | (4,500) | - | - | - | - | - |
| Fuel Bobcat | 509 | 1,000 | 852 | 1,000 | 502 | 1,000 | 1,000 |
| Equipment Parts/Repairs Bobcat | 1,538 | 2,000 | - | 1,000 | 1,218 | 1,000 | 1,000 |
| To Consolidated Reserve Bobcat | (1,250) | (1,250) | - | - | - | - | - |
| Total BOBCAT | 797 | (2,750) | 852 | 2,000 | 1,720 | 2,000 | 2,000 |
| LOADER 21 | | | | | | | |
| Distributed Equipment Rental Loader 21 | (11,540) | (20,000) | (956) | - | - | - | - |
| Employee Wages Loader 21 | 328 | - | - | - | - | - | - |
| Employee Benefits Loader 21 | 124 | - | - | - | - | - | - |
| Fuel Loader 21 | 2,719 | 4,500 | 2,480 | 4,000 | 3,002 | 4,000 | 4,000 |
| Equipment Parts/Repairs Loader 21 | 2,195 | 6,000 | 10,222 | 4,000 | 4,489 | 4,000 | 4,000 |
| To Consolidated Reserve Loader 21 | 8,246 | 8,246 | - | - | - | - | - |
| Total LOADER 21 | 2,073 | (1,254) | 11,747 | 8,000 | 7,491 | 8,000 | 8,000 |
| ROADS - PORTABLE EQUIPMENT | | | | | | | |
| Employee Wages Portable Equipment | 328 | - | - | - | - | - | - |
| Employee Benefits Portable Equipment | 81 | - | - | - | - | - | - |
| Fuel Portable Equipment | 862 | 500 | 263 | 500 | 15 | 500 | 500 |
| Equipment Parts/Repairs Portable Equipment | 615 | 2,000 | 2,346 | 1,000 | 807 | 1,000 | 1,000 |
| Total ROADS - PORTABLE EQUIPMENT | 1,886 | 2,500 | 2,609 | 1,500 | 822 | 1,500 | 1,500 |
| 911 SIGNS | | | | | | | |
| 911 Sign Sales | (1,930) | (1,500) | (1,232) | (1,500) | (2,287) | (1,500) | (1,500) |
| Total 911 SIGNS | (1,930) | (1,500) | (1,232) | (1,500) | (2,287) | (1,500) | (1,500) |
| TOTAL PUBLIC WORKS | 2,021,712 | 2,263,703 | 1,794,058 | 2,387,136 | 2,272,368 | 2,479,196 | 2,523,055 |

**TOWNSHIP OF WAINFLEET
FACILITIES OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|----------------|-------------------------|----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| FACILITY ADMINISTRATION | | | | | | | |
| Miscellaneous Revenue - Facilities | (1,469) | - | (5,669) | - | - | - | - |
| From Reserve & Res. Funds - Facilities | - | - | - | - | (38,000) | (38,000) | - |
| Professional Fees - Facilities | - | 10,000 | - | - | 48,056 | 38,000 | - |
| Total FACILITIES ADMINISTRATION | (1,469) | 10,000 | (5,669) | - | 10,056 | - | - |
| TOWN HALL | | | | | | | |
| Employee Wages Town Hall | 530 | - | - | - | - | - | - |
| Employee Benefits Town Hall | 160 | - | - | - | - | - | - |
| Hydro Town Hall | 13,481 | 19,000 | 13,314 | 19,000 | 18,197 | 19,000 | 19,000 |
| Heating Town Hall | 3,567 | 3,250 | 2,643 | 4,500 | 2,836 | 4,500 | 4,500 |
| General Maintenance Town Hall | 35,776 | 34,000 | 44,791 | 31,000 | 33,721 | 41,000 | 41,000 |
| Total TOWN HALL | 53,514 | 56,250 | 60,748 | 54,500 | 54,753 | 64,500 | 64,500 |
| FIREHALL #1 | | | | | | | |
| Cost Recoveries Firehall #1 | - | - | - | - | - | - | (3,600) |
| Hydro Firehall #1 | 926 | 800 | 817 | 800 | 561 | 800 | 800 |
| Heating Firehall #1 | 2,827 | 2,900 | 2,315 | 2,900 | 2,214 | 2,900 | 2,800 |
| General Maintenance Firehall #1 | 4,264 | 5,500 | 3,835 | 4,000 | 1,810 | 4,000 | 2,500 |
| Total FIREHALL #1 | 8,017 | 9,200 | 6,966 | 7,700 | 4,585 | 7,700 | 2,500 |
| FIREHALL #2 | | | | | | | |
| Hydro Firehall #2 | 5,814 | 6,000 | 5,640 | 7,200 | 5,555 | - | - |
| Heating Firehall #2 | 2,107 | 2,200 | 1,549 | 2,800 | 1,595 | - | - |
| General Maintenance Firehall #2 | 714 | 5,000 | 4,235 | 3,000 | 1,615 | 3,000 | - |
| Total FIREHALL #2 | 8,635 | 13,200 | 11,423 | 13,000 | 8,766 | 3,000 | - |
| FIREHALL #3 | | | | | | | |
| Hydro Firehall #3 | 1,891 | 1,800 | 2,521 | 2,200 | 2,996 | 2,200 | 4,000 |
| Heating Firehall #3 | 3,420 | 2,700 | 2,603 | 3,700 | 2,228 | 3,700 | 3,500 |
| General Maintenance Firehall #3 | 6,850 | 5,500 | 7,712 | 8,000 | 9,498 | 8,000 | 10,000 |
| Total FIREHALL #3 | 12,161 | 10,000 | 12,837 | 13,900 | 14,723 | 13,900 | 17,500 |
| FIREHALL #4 | | | | | | | |
| Hydro Firehall #4 | 5,016 | 4,200 | 3,610 | 5,500 | 2,495 | 5,500 | 4,000 |
| Heating Firehall #4 | 1,905 | 2,100 | 1,687 | 2,500 | 1,726 | 2,500 | 3,500 |
| General Maintenance Firehall #4 | 9,964 | 5,500 | 8,871 | 8,000 | 7,021 | 8,000 | 10,000 |
| Total FIREHALL #4 | 16,884 | 11,800 | 14,168 | 16,000 | 11,242 | 16,000 | 17,500 |
| CENTRAL FIRE STATION | | | | | | | |
| Central Station Debenture | - | 250,000 | 183,472 | 136,081 | 220,166 | 230,514 | 230,514 |
| Central Station Interest | 147,201 | - | 223,719 | 246,185 | 218,315 | 207,967 | 207,967 |
| Hydro Firehall Central Station | 12,383 | 2,750 | 25,218 | 10,000 | 23,011 | 10,000 | 20,000 |
| Heating Firehall Central Station | 2,763 | 2,750 | 5,260 | 5,000 | 5,637 | 5,000 | 7,000 |
| General Maintenance Firehall Central Station | 797 | 1,500 | 19,235 | 12,000 | 40,544 | 15,000 | 30,000 |
| Total CENTRAL STATION | 163,144 | 257,000 | 456,905 | 409,266 | 507,673 | 468,481 | 495,481 |
| WATER WORKS | | | | | | | |
| Maintenance/General Supplies Water Work | 38,221 | 21,500 | 31,060 | 30,000 | 18,683 | 35,000 | 25,000 |
| Total WATERWORKS | 38,221 | 21,500 | 31,060 | 30,000 | 18,683 | 35,000 | 25,000 |
| OPERATIONS CENTRE | | | | | | | |
| Employee Wages Operations Centre | 468 | - | - | - | - | - | - |
| Employee Benefits Operations Centre | 103 | - | - | - | - | - | - |
| Hydro Operations Centre | 7,669 | 8,000 | 8,057 | 9,500 | 7,529 | 9,500 | 9,500 |
| Heating Operations Centre | 6,486 | 6,000 | 6,485 | 9,000 | 6,562 | 9,000 | 9,000 |
| General Maintenance Operations Centre | 30,309 | 19,000 | 49,368 | 20,000 | 16,617 | 20,000 | 28,500 |
| Total OPERATIONS CENTRE | 45,034 | 33,000 | 63,910 | 38,500 | 30,707 | 38,500 | 47,000 |

**TOWNSHIP OF WAINFLEET
FACILITIES OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|----------------|-------------------------|----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| COMMUNITY HALL | | | | | | | |
| Miscellaneous Rent Community Hall | (3,749) | (16,200) | (2,459) | (4,000) | (2,409) | (2,000) | (2,000) |
| Employee Wages Community Hall | 3,109 | - | - | - | - | - | - |
| Employee Benefits Community Hall | 32 | - | - | - | - | - | - |
| Hydro Community Hall | 5,698 | 6,000 | 5,542 | 7,300 | 5,459 | 7,300 | 7,300 |
| Heating Community Hall | 2,063 | 2,200 | 1,522 | 3,000 | 1,567 | 3,000 | 3,000 |
| General Maintenance Community Hall | 3,189 | 8,000 | 6,272 | 7,000 | 17,006 | 7,500 | 7,500 |
| Total COMMUNITY HALL | 10,342 | - | 10,877 | 13,300 | 21,624 | 15,800 | 15,800 |
| POST OFFICE | | | | | | | |
| Miscellaneous Rent Post Office | - | - | - | - | - | - | (18,500) |
| Hydro Post Office | - | - | - | - | - | - | 1,400 |
| Heating Post Office | - | - | - | - | - | - | 500 |
| Water Post Office | - | - | - | - | - | - | 1,700 |
| General Maintenance Post Office | - | - | - | - | - | - | 7,200 |
| Total POST OFFICE | - | - | - | - | - | - | (7,700) |
| EMS | | | | | | | |
| Miscellaneous Rent EMS | - | - | - | - | - | - | (8,000) |
| Hydro EMS | - | - | - | - | - | - | 6,000 |
| Heating EMS | - | - | - | - | - | - | 2,000 |
| General Maintenance EMS | - | - | - | - | - | - | 5,000 |
| Total EMS | - | - | - | - | - | - | 5,000 |
| ARENA | | | | | | | |
| Principal Arena | 144,513 | 141,741 | 147,383 | 147,383 | 150,497 | 147,383 | 147,383 |
| Arena Interest | 24,191 | 26,955 | 21,300 | 21,300 | 18,205 | 21,300 | 21,300 |
| Hydro Arena | 82,336 | 70,000 | 85,491 | 75,000 | 80,643 | 80,000 | 80,000 |
| Heating Arena | 17,210 | 16,500 | 18,985 | 26,000 | 14,954 | 26,000 | 26,000 |
| General Maintenance Arena | 38,101 | 14,000 | 29,599 | 20,000 | 36,004 | 25,000 | 35,000 |
| Total ARENA | 306,350 | 269,196 | 302,758 | 289,683 | 300,303 | 299,683 | 309,683 |
| LIBRARY | | | | | | | |
| Employee Wages Library Facilities | 291 | - | - | - | - | - | - |
| Employee Benefits Library Facilities | 94 | - | - | - | - | - | - |
| Hydro Library Facilities | 5,814 | 6,150 | 5,640 | 6,500 | 5,555 | 6,500 | 6,500 |
| Heating Library Facilities | 2,107 | 2,000 | 1,549 | 3,200 | 1,595 | 3,200 | 3,200 |
| General Maintenance Library Facilities | 11,554 | 14,000 | 14,913 | 10,000 | 11,080 | 10,500 | 13,500 |
| Total LIBRARY | 19,860 | 22,150 | 22,102 | 19,700 | 18,230 | 20,200 | 23,200 |
| TOTAL FACILITIES | 680,693 | 713,296 | 988,085 | 905,549 | 1,001,347 | 982,764 | 1,015,464 |

**TOWNSHIP OF WAINFLEET
CEMETERY OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|---------------------------------------|------------------------|----------------------------------|------------------------|----------------------------------|--------------------------------------|------------------------------|----------------------------------|
| CEMETERY | | | | | | | |
| Federal Grants - Cemetery | - | - | (6,955) | - | - | - | - |
| Grave Openings - Cemetery | (111,364) | (100,050) | (108,806) | (105,050) | (106,947) | (115,050) | (115,050) |
| Headstone Foundations - Cemetery | (32,880) | (23,850) | (24,501) | (25,050) | (33,931) | (26,000) | (26,000) |
| Lot Sales - Cemetery | (44,117) | (50,760) | (63,271) | (53,260) | (54,381) | (54,000) | (54,000) |
| Corner Stone Sales - Cemetery | (5,498) | (5,150) | (6,803) | (5,450) | (5,042) | (6,000) | (6,000) |
| Miscellaneous Revenue - Cemetery | (353) | - | - | - | - | - | - |
| Perpetual Care Interest - Cemetery | (18,092) | (16,000) | (63,378) | (18,000) | (18,000) | (18,000) | (18,000) |
| Employee Wages Cemetery | 181,428 | 184,637 | 191,568 | 187,250 | 195,732 | 193,070 | 198,120 |
| Employee Benefits Cemetery | 57,119 | 58,267 | 60,312 | 61,530 | 61,006 | 65,710 | 67,270 |
| Insurance Cemetery | 1,732 | 1,732 | 5,235 | 2,165 | 5,594 | 2,165 | 5,930 |
| Membership Fees Cemetery | 2,301 | 1,850 | 3,496 | 1,850 | 5,490 | 3,500 | 3,500 |
| Conferences/Staff Training Cemetery | 596 | - | - | - | - | - | - |
| Advertising Cemetery | - | 300 | - | 300 | - | 300 | 300 |
| Hydro Cemetery | 356 | 400 | 384 | 400 | 319 | 400 | 400 |
| Telephone Cemetery | 1,206 | 1,000 | 1,322 | 1,000 | 1,257 | 1,300 | 1,300 |
| Computer Mtce Cemetery | 1,341 | 2,000 | 2,396 | 4,100 | 3,354 | 2,500 | 2,500 |
| Fuel Cemetery | 2,070 | 2,050 | 1,789 | 6,050 | 1,438 | 2,050 | 2,050 |
| Equipment Parts/Repairs Cemetery | 2,013 | 3,000 | 4,726 | 3,000 | 6,265 | 4,500 | 4,500 |
| Tools Cemetery | 546 | 900 | 20 | 900 | - | 900 | 900 |
| Maintenance/General Supplies Cemetery | 27,768 | 14,000 | 22,399 | 20,000 | 16,973 | 25,000 | 25,000 |
| Distributed Equipment Rental Cemetery | 20,172 | 30,000 | 7,426 | - | - | - | - |
| Total CEMETERY | 86,347 | 104,326 | 27,356 | 81,735 | 79,125 | 82,345 | 92,720 |

**TOWNSHIP OF WAINFLEET
RECREATION OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|----------------|-------------------------|----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| RECREATION | | | | | | | |
| Federal Grant | - | - | (2,208) | - | - | - | - |
| Regional Beach Cost Recovery | (51,465) | (53,000) | (46,555) | (45,000) | (47,174) | (45,000) | (48,000) |
| Proceeds from Sale of Assets | (9,356) | - | (25,191) | - | 1,804 | - | - |
| Employee Wages Recreation | 53,234 | 113,046 | 63,774 | 175,170 | 60,931 | 225,570 | 257,660 |
| Employee Benefits Recreation | 24,228 | 41,992 | 21,063 | 62,000 | 12,720 | 73,660 | 83,070 |
| Stationery Recreation | 68 | 500 | 499 | 500 | 293 | 500 | 500 |
| Publications & Subscriptions Recreation | 2,398 | 2,460 | 2,629 | 2,900 | 333 | 2,900 | 2,900 |
| Insurance Recreation | 20,206 | 20,206 | 24,365 | 25,258 | 22,673 | 25,258 | 25,258 |
| Membership Fees Recreation | 1,052 | 1,200 | 900 | 1,500 | 1,478 | 2,800 | 2,800 |
| Training & Professional Development Recreation | 5,335 | 4,000 | 3,696 | 4,000 | 4,390 | 6,500 | 6,500 |
| Mileage Recreation | - | 100 | 675 | 100 | 325 | 100 | 100 |
| Miscellaneous Recreation | 1,339 | - | 653 | - | 1,627 | - | - |
| Advertising Recreation | - | 500 | 475 | 500 | - | 500 | 500 |
| Telephone Recreation | 1,902 | 2,600 | 1,977 | 2,600 | 2,295 | 2,600 | 2,600 |
| Legal Fees Recreation | - | 750 | - | 750 | - | 750 | 750 |
| Fuel Recreation | 7,240 | 7,000 | 4,943 | 7,000 | 3,090 | 7,000 | 7,000 |
| Maintenance/General Supplies Recreation | 3,030 | 5,000 | 1,939 | 5,000 | 2,209 | 5,000 | 5,000 |
| Tractor Recreation | 10,923 | 3,000 | 3,532 | 3,000 | 61 | 3,000 | 3,000 |
| Truck Recreation | 1,578 | 1,100 | 532 | 1,100 | 868 | 1,100 | 1,100 |
| Total RECREATION | 71,711 | 150,454 | 57,699 | 246,378 | 67,922 | 312,238 | 350,738 |
| USER INSURANCE | | | | | | | |
| User Insurance Cost Recovery | (3,564) | - | (3,414) | - | (3,587) | - | - |
| User Insurance | 4,072 | - | 3,960 | - | - | - | - |
| Total USER INSURANCE | 508 | - | 546 | - | (3,587) | - | - |
| REGIONAL BEACH | | | | | | | |
| Employee Wages Regional Beach | 32,994 | 28,257 | 9,535 | 20,810 | 2,974 | 12,710 | - |
| Employee Benefits Regional Beach | 5,328 | 5,586 | 1,769 | 6,090 | 752 | 4,430 | - |
| Maintenance/Gen Supplies Regional Beach | - | - | 643 | - | - | - | - |
| Contract Equip/Materials Regional Beach | 17,451 | 10,000 | 20,181 | 14,000 | 36,102 | 14,000 | 42,000 |
| Distributed Equipment Regional Beach | - | - | 196 | - | - | - | - |
| Total REGIONAL BEACH | 55,773 | 43,843 | 32,324 | 40,900 | 39,828 | 31,140 | 42,000 |
| RECREATION - TOWNSHIP BEACHES | | | | | | | |
| Maintenance/Gen Supplies - Township Beaches | - | 5,500 | 2,260 | 3,000 | 2,921 | 3,000 | 3,000 |
| Contract Equip/Materials - Township Beaches | 13,747 | 6,000 | 7,114 | 12,000 | 17,948 | 12,000 | 17,000 |
| Total RECREATION - TOWNSHIP BEACHES | 13,747 | 11,500 | 9,374 | 15,000 | 20,869 | 15,000 | 20,000 |
| RECREATION - RECREATION COMPLEX | | | | | | | |
| Miscellaneous Rent - Rec Complex | (965) | (3,500) | (637) | (2,000) | (656) | (2,000) | (2,000) |
| Cost Recoveries - Rec Complex | - | - | (3,707) | - | - | - | - |
| Employee Wages Rec Complex | 36 | - | - | - | - | - | - |
| Employee Benefits Rec Complex | 8 | - | - | - | - | - | - |
| Hydro Rec Complex | 5,768 | 3,500 | 5,726 | 6,000 | 2,320 | 7,000 | 7,000 |
| General Maintenance Rec Complex | 10,794 | 1,500 | 5,137 | 3,500 | 2,716 | 13,500 | - |
| Maintenance/General Supplies Rec Complex | 6,629 | 6,000 | 7,044 | 7,000 | 10,650 | 7,000 | 20,200 |
| Total RECREATION - RECREATION COMPLEX | 22,270 | 7,500 | 13,562 | 14,500 | 15,029 | 25,500 | 25,200 |
| RECREATION - VILLAGE PARKS | | | | | | | |
| Professional Fees Village Parks | - | 1,000 | - | 500 | - | 500 | 500 |
| Maintenance/General Supplies Village Parks | 2,741 | 10,000 | 1,866 | 5,000 | 13,759 | 5,000 | 5,000 |
| Total RECREATION - VILLAGE PARKS | 2,741 | 11,000 | 1,866 | 5,500 | 13,759 | 5,500 | 5,500 |

**TOWNSHIP OF WAINFLEET
RECREATION OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|----------------|-------------------------|----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| RECREATION - ARENA | | | | | | | |
| Vending Revenue - Arena | (400) | (450) | (1,523) | - | (689) | - | - |
| Canteen Revenue - Arena | (900) | (600) | - | (450) | - | (450) | (450) |
| Booking Revenue - Arena | (201,352) | (175,000) | (212,693) | (190,000) | (214,218) | (190,000) | (210,000) |
| Advertising Revenue - Arena | (8,474) | (7,000) | (9,817) | (5,000) | (14,144) | (5,000) | (10,000) |
| Miscellaneous Rent - Arena | (5,495) | (5,500) | (8,880) | (3,000) | (12,145) | (3,000) | (8,000) |
| Cost Recoveries - Arena | (1,885) | - | (1,782) | - | (560) | - | - |
| Employee Wages Arena | 291,164 | 183,723 | 308,785 | 164,580 | 345,864 | 165,240 | 160,500 |
| Employee Benefits Arena | 102,340 | 65,474 | 107,475 | 56,100 | 131,707 | 57,560 | 55,170 |
| Insurance Arena | 37,667 | 37,667 | 41,471 | 47,084 | 47,612 | 47,084 | 50,469 |
| Telephone Arena | - | 1,500 | - | 1,500 | - | 1,500 | 1,500 |
| Refrigeration Unit Arena | 12,202 | 12,000 | 19,873 | 12,000 | 16,774 | 12,000 | 12,000 |
| Blade Sharpening Arena | 1,080 | 750 | 910 | 750 | 560 | 750 | 750 |
| Maintenance/General Supplies Arena | 11,823 | 13,000 | 12,207 | 13,000 | 7,958 | 13,000 | 11,000 |
| Repairs and Maintenance - Zamboni | 6,194 | 7,000 | 15,106 | 2,000 | 3,818 | 2,000 | 2,000 |
| Total RECREATION ARENA | 243,964 | 132,564 | 271,133 | 98,564 | 312,537 | 100,684 | 64,939 |
| RECREATION-MINOR SOFTBALL | | | | | | | |
| Miscellaneous Rent - Softball | (5,338) | (6,000) | (8,484) | (7,000) | (6,835) | (7,000) | (7,000) |
| Total RECREATION MINOR SOFTBALL | (5,338) | (6,000) | (8,484) | (7,000) | (6,835) | (7,000) | (7,000) |
| RECREATION-SOCCER | | | | | | | |
| Miscellaneous Rent - Soccer | (5,254) | (4,000) | (5,090) | (6,000) | (5,827) | (6,000) | (6,000) |
| Total Recreation Soccer | (5,254) | (4,000) | (5,090) | (6,000) | (5,827) | (6,000) | (6,000) |
| TOTAL RECREATION | 400,122 | 346,861 | 372,931 | 407,842 | 453,694 | 477,062 | 495,377 |

**TOWNSHIP OF WAINFLEET
DRAINAGE OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|--|-----------------|-------------------------|----------------|-------------------------|-----------------------------|----------------------|-------------------------|
| DRAINAGE OVERHEAD | | | | | | | |
| Drainage Grants | (57,168) | (58,552) | (66,517) | (58,552) | (58,552) | (58,552) | (58,552) |
| Work Order Information - Drainage | (26) | (80) | (27) | (80) | (187) | (80) | (80) |
| Apportionment Agreement Recovery | (1,393) | - | (2,243) | - | - | - | - |
| Miscellaneous - Drainage | - | - | - | - | (1,973) | - | - |
| From Reserves - Drainage | - | - | - | - | - | - | (59,875) |
| Employee Wages Drainage | 83,641 | 81,142 | 89,502 | 85,920 | 89,150 | 93,480 | 98,150 |
| Employee Benefits Drainage | 27,732 | 26,152 | 26,627 | 27,570 | 30,740 | 29,970 | 30,950 |
| Principal Drainage | - | - | - | - | - | - | 33,020 |
| Interest Drainage | - | - | - | - | - | - | 26,855 |
| Stationery Drainage | 599 | 250 | 139 | 250 | 153 | 250 | 250 |
| Postage Drainage | 2,854 | 650 | 528 | 650 | - | 650 | 650 |
| Membership Fees Drainage | 215 | 950 | 464 | 950 | 644 | 950 | 950 |
| Food Allowances Drainage | - | 100 | - | 100 | 131 | 100 | 100 |
| Training & Professional Development Drainage | 2,522 | 3,650 | 1,277 | 3,650 | 3,362 | 3,650 | 3,650 |
| Mileage Drainage | 391 | 750 | 633 | 750 | 227 | 750 | 750 |
| Miscellaneous Drainage | 36 | 150 | - | 150 | - | 150 | 150 |
| Advertising Drainage | 437 | 750 | - | 750 | - | 750 | 100 |
| Telephone - Drainage | 1,237 | 1,800 | 672 | 1,800 | 638 | 1,800 | 1,000 |
| Legal Fees Drainage | - | 6,500 | - | - | - | - | - |
| Computer Maintenance - Drainage | - | 1,500 | - | 2,000 | - | - | - |
| Professional Fees Drainage | 3,451 | 4,000 | 952 | 4,000 | 780 | 4,000 | 4,000 |
| Apportionment Agreement Fees | 1,254 | - | 2,243 | - | 1,967 | 3,000 | 3,000 |
| Maintenance/General Supplies Drainage | 103 | 4,550 | 1,342 | 2,000 | 1,983 | 2,000 | 2,000 |
| Contract Equipment/Materials Drainage | - | 500 | - | - | 433 | - | - |
| To Consolidated Reserve Drainage | 42,600 | - | 10,500 | 10,500 | 10,500 | 10,500 | 100,000 |
| Total DRAINAGE OVERHEAD | 108,484 | 74,762 | 66,093 | 82,408 | 79,997 | 93,368 | 187,068 |
| EXCAVATOR | | | | | | | |
| Distributed Equipment Rental Excavator | (141,187) | (65,000) | (1,320) | - | (219,222) | - | (100,000) |
| Employee Wages Excavator | 218 | - | - | - | - | - | - |
| Employee Benefits Excavator | 83 | - | - | - | - | - | - |
| Principal Excavator Loan | - | 32,500 | - | - | - | - | - |
| Interest Excavator Loan | - | 10,100 | - | - | - | - | - |
| Fuel Excavator | 28,699 | 25,000 | 16,599 | 27,000 | 15,953 | 27,000 | 20,000 |
| Equipment Parts/Repairs Excavator | 11,515 | 8,000 | 35,398 | 9,000 | 7,944 | 9,000 | 9,000 |
| To Consolidated Reserve Excavator | 10,468 | 10,468 | - | - | - | - | - |
| Total EXCAVATOR | (90,203) | 21,068 | 50,678 | 36,000 | (195,325) | 36,000 | (71,000) |
| DRAINAGE TRUCK 29 | | | | | | | |
| Distributed Equipment Rental Truck 29 | - | - | - | - | (4,981) | - | - |
| Employee Wages Truck 29 | 73 | - | - | - | - | - | - |
| Employee Benefits Truck 29 | 16 | - | - | - | - | - | - |
| Fuel Truck 29 | 2,554 | 3,000 | 2,782 | 3,000 | 1,574 | 3,000 | 3,000 |
| Equipment Parts/Repairs Truck 29 | 699 | 1,500 | 1,201 | 1,500 | 4,241 | 1,500 | 3,000 |
| Total DRAINAGE TRUCK 29 | 3,342 | 4,500 | 3,983 | 4,500 | 834 | 4,500 | 6,000 |
| TOTAL DRAINAGE | 21,623 | 100,330 | 120,754 | 122,908 | (114,494) | 133,868 | 122,068 |

**TOWNSHIP OF WAINFLEET
LIBRARY OPERATING BUDGET**

| | 2023 ACTUAL | 2023 FINAL BUDGET | 2024 ACTUAL | 2024 FINAL BUDGET | 2025 PROJECTED ACTUAL | 2025 FINAL BUDGET | 2026 FINAL BUDGET |
|---------------------------------------|------------------|-------------------------|------------------|-------------------------|-----------------------------|----------------------|-------------------------|
| LIBRARY BOARD | | | | | | | |
| Provincial Grant | (14,956) | (14,956) | (14,956) | (14,956) | (14,956) | (14,956) | (14,956) |
| Connectivity Grant | (6,420) | (6,420) | (6,420) | (6,420) | (6,420) | (6,420) | (6,420) |
| Library Programming | (1,075) | (300) | (74) | (1,300) | (273) | (1,300) | (300) |
| Laminator Revenue | (76) | (100) | (54) | (100) | (63) | (100) | (100) |
| Copier Charges | (1,533) | (1,500) | (2,271) | (1,500) | (1,405) | (1,500) | (1,500) |
| Misc. Rentals | (1) | (50) | - | (50) | - | (50) | (50) |
| Interest Revenue | (409) | - | (498) | - | (500) | - | - |
| Publications | (353) | (350) | (256) | (350) | (332) | (350) | (350) |
| Miscellaneous Revenue | (122) | (300) | (241) | (300) | (960) | (300) | (300) |
| Contribution from Township | (452,974) | (452,974) | (480,153) | (480,153) | (490,153) | (490,153) | (490,153) |
| From Reserve & Res. Funds | - | (11,535) | - | (6,624) | - | (8,934) | (22,439) |
| Non-Specific Donations | (2,548) | - | (518) | - | (59) | - | - |
| Total Revenue | (480,467) | (488,485) | (505,440) | (511,753) | (515,122) | (524,063) | (536,568) |
| Employee Wages | 305,439 | 299,476 | 314,781 | 317,600 | 299,218 | 326,520 | 335,620 |
| Employee Benefits | 74,351 | 72,819 | 75,648 | 83,430 | 77,318 | 88,870 | 89,760 |
| Stationery | 1,614 | 2,000 | 1,162 | 2,000 | 1,498 | 1,500 | 1,500 |
| Postage | 260 | 300 | 484 | 300 | 160 | 300 | 300 |
| Office Equipment Rental | 3,178 | 3,050 | 3,325 | 3,400 | 3,228 | 3,400 | 3,400 |
| Publications & Subscriptions | 1,444 | 1,500 | 907 | 1,800 | 1,716 | 1,500 | 1,500 |
| Insurance | 2,938 | 2,938 | 3,231 | 3,673 | 3,498 | 3,673 | 3,708 |
| Membership Fees | 742 | 1,000 | 762 | 1,000 | 633 | 1,000 | 1,000 |
| Food Allowances | 423 | 400 | 234 | 300 | - | 300 | 300 |
| Training & Professional Development | 1,531 | 2,500 | 382 | 1,500 | 271 | 1,000 | 1,000 |
| Mileage | 226 | 400 | 360 | 350 | 57 | 350 | 350 |
| Gifts & Promotions | 98 | 150 | 17 | 150 | 75 | 150 | 150 |
| Miscellaneous | 375 | 500 | 313 | 450 | 245 | 450 | 450 |
| Advertising | - | 300 | 325 | 200 | - | 200 | 100 |
| Telephone | 2,119 | 2,000 | 2,535 | 1,750 | 2,982 | 1,750 | 2,500 |
| Audit | 12,496 | 6,250 | 5,495 | 6,500 | 6,564 | 6,500 | 7,100 |
| Computer Maintenance | 24,901 | 24,000 | 23,001 | 24,000 | 24,000 | 24,000 | 24,500 |
| Professional Fees | 1,200 | 1,200 | 1,200 | 1,200 | - | 1,200 | 1,200 |
| In-House Programming | 8,777 | 6,750 | 5,475 | 6,000 | 3,354 | 5,000 | 5,000 |
| Acquisitions | 34,698 | 40,000 | 34,424 | 34,750 | 35,750 | 35,750 | 36,000 |
| Processing Charges | 6,425 | 5,674 | 915 | 5,900 | 5,900 | 5,900 | 5,900 |
| Maintenance General/Supplies | 544 | 500 | - | 500 | 326 | 300 | 300 |
| Total Expenditures | 476,634 | 473,707 | 474,976 | 496,753 | 466,793 | 509,613 | 521,638 |
| Total LIBRARY BOARD | (3,833) | (14,778) | (30,465) | (15,000) | (48,329) | (14,450) | (14,930) |
| LIBRARY - SUMMER CAMP | | | | | | | |
| User Fees Summer Camp | (3,905) | (3,750) | (4,780) | (5,550) | (5,085) | (7,000) | (7,000) |
| Total Revenue | (3,905) | (3,750) | (4,780) | (5,550) | (5,085) | (7,000) | (7,000) |
| Employee Wages Summer Camp | 7,098 | 16,275 | 14,315 | 17,380 | 15,343 | 18,060 | 18,480 |
| Employee Benefits Summer Camp | 886 | 1,503 | 1,401 | 2,420 | 1,770 | 2,640 | 2,700 |
| Maintenance/Gen. Supplies Summer Camp | 800 | 750 | 768 | 750 | 198 | 750 | 750 |
| Total Expenditures | 8,784 | 18,528 | 16,484 | 20,550 | 17,312 | 21,450 | 21,930 |
| Total LIBRARY - SUMMER CAMP | 8,784 | 14,778 | 11,704 | 15,000 | 12,227 | 14,450 | 14,930 |
| TOTAL LIBRARY | 4,951 | - | (18,760) | - | (36,102) | - | - |

APPENDIX B

This page has been intentionally left blank.



TOWNSHIP OF WAINFLEET

2026 FINAL CAPITAL BUDGET

December 9, 2025

**TOWNSHIP OF WAINFLEET
2026 CAPITAL SUMMARY WITH FUNDING**

| Item | Project Title | Levy | Grants | Development Charges | Reserves | CCBF | OCIF | Debenture | Previously Approved Unspent | Total |
|-------------------------------|--|------------------|----------------|---------------------|------------------|----------------|----------------|----------------|-----------------------------|------------------|
| A.1 | IT Infrastructure and Replacements | 70,800 | - | - | - | - | - | - | - | 70,800 |
| Total Administration | | 70,800 | - | - | - | - | - | - | - | 70,800 |
| F.1 | Firefighter Personal Protective Equipment | 58,000 | - | - | - | - | - | - | - | 58,000 |
| F.2 | Fire and Rescue Equipment | 62,000 | - | - | - | - | - | - | - | 62,000 |
| F.3 | Fire Fleet Replacement | - | - | - | 450,000 | - | - | - | - | 450,000 |
| F.4 | Fire Station Facilities | 65,000 | - | - | - | - | - | - | - | 65,000 |
| Total Fire | | 185,000 | - | - | 450,000 | - | - | - | - | 635,000 |
| PW.1 | Large Culverts and Drain Works | 262,374 | - | - | 1,733,793 | - | - | 670,000 | 128,713 | 2,794,880 |
| PW.2 | Road Rehabilitation | 175,000 | - | - | 697,390 | 225,550 | 125,000 | - | - | 1,222,940 |
| PW.4 | Annual Culvert Replacement | 100,000 | - | - | - | - | - | - | - | 100,000 |
| PW.5 | Public Works Fleet and Equipment Replacement | 236,700 | - | - | 223,300 | - | - | - | - | 460,000 |
| PW.6 | Environmental Sustainability | - | - | - | 22,450 | - | - | - | - | 22,450 |
| Total Public Works | | 774,074 | - | - | 2,676,933 | 225,550 | 125,000 | 670,000 | 128,713 | 4,600,270 |
| FA.1 | Public Works Facility | 68,500 | - | - | - | - | - | - | - | 68,500 |
| FA.2 | Town Hall Facility | 57,000 | - | - | - | - | - | - | - | 57,000 |
| FA.3 | Recreation Complex | 39,175 | 107,731 | - | - | - | - | - | 184,300 | 331,206 |
| FA.4 | Library Facility | - | - | - | 45,000 | - | - | - | - | 45,000 |
| FA.5 | Community Hall Facility | 53,000 | - | - | - | - | - | - | - | 53,000 |
| Total Facilities | | 217,675 | 107,731 | - | 45,000 | - | - | - | 184,300 | 554,706 |
| C.1 | Cemetery Storage Facilities | 28,800 | - | - | - | - | - | - | - | 28,800 |
| C.3 | Cemetery Fleet and Equipment Replacement | 115,000 | - | - | - | - | - | - | - | 115,000 |
| Total Cemetery | | 143,800 | - | - | - | - | - | - | - | 143,800 |
| R.2 | Soccer Net Replacements | 60,000 | - | - | - | - | - | - | - | 60,000 |
| R.3 | Soil Screen and Top Dresser | 43,000 | - | - | - | - | - | - | - | 43,000 |
| Total Recreation | | 103,000 | - | - | - | - | - | - | - | 103,000 |
| Total Capital Requests | | 1,494,349 | 107,731 | - | 3,171,933 | 225,550 | 125,000 | 670,000 | 313,013 | 6,107,576 |

**TOWNSHIP OF WAINFLEET
2026 CAPITAL - 10 YEAR PROJECTION**

| Item | Project Title | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 | 2033 | 2034 | 2035 | Total |
|-------------------------------|--|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| A.1 | IT Infrastructure and Replacements | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 708,000 |
| Total Administration | | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 70,800 | 708,000 |
| F.1 | Firefighter Personal Protective Equipment | 58,000 | 58,000 | 58,000 | 58,000 | 58,000 | 58,000 | 58,000 | 58,000 | 58,000 | 58,000 | 580,000 |
| F.2 | Fire and Rescue Equipment | 62,000 | 62,000 | 62,000 | 62,000 | 62,000 | 62,000 | 62,000 | 62,000 | 62,000 | 62,000 | 620,000 |
| F.3 | Fire Fleet Replacement | 450,000 | 135,000 | 950,000 | 72,000 | - | 135,000 | - | 950,000 | - | - | 2,692,000 |
| F.4 | Fire Station Facilities | 65,000 | 352,000 | 37,000 | 57,000 | 59,000 | 57,000 | 61,000 | 99,000 | 59,000 | 91,000 | 937,000 |
| Total Fire | | 635,000 | 607,000 | 1,107,000 | 249,000 | 179,000 | 312,000 | 181,000 | 1,169,000 | 179,000 | 211,000 | 4,829,000 |
| BY.1 | By-law Fleet Replacement | - | - | - | - | - | - | 47,000 | - | - | - | 47,000 |
| Total By-Law | | - | - | - | - | - | - | 47,000 | - | - | - | 47,000 |
| B.1 | Building Fleet Replacement | - | - | - | - | - | - | 47,000 | - | - | - | 47,000 |
| Total Planning | | - | - | - | - | - | - | 47,000 | - | - | - | 47,000 |
| PW.1 | Large Culverts and Drain Works | 2,794,880 | 1,877,000 | 1,132,000 | 1,132,000 | 1,132,000 | 1,132,000 | 1,132,000 | 1,132,000 | 1,132,000 | 1,132,000 | 13,727,880 |
| PW.2 | Road Rehabilitation | 1,222,940 | 5,398,000 | 5,398,000 | 5,398,000 | 5,398,000 | 5,398,000 | 5,398,000 | 5,398,000 | 5,398,000 | 5,398,000 | 49,804,940 |
| PW.3 | Bridge Rehabilitation | - | 495,113 | 288,000 | 288,000 | 288,000 | 288,000 | 288,000 | 288,000 | 288,000 | 288,000 | 2,799,113 |
| PW.4 | Annual Culvert Replacement | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 1,000,000 |
| PW.5 | Public Works Fleet and Equipment Replacement | 460,000 | 568,000 | - | 750,000 | 500,000 | 203,000 | - | 118,000 | 430,000 | 420,000 | 3,449,000 |
| PW.6 | Environmental Sustainability | 22,450 | 22,450 | 22,450 | 22,450 | 22,450 | 22,450 | 22,450 | 22,450 | 22,450 | 22,450 | 224,500 |
| Total Public Works | | 4,600,270 | 8,460,563 | 6,940,450 | 7,690,450 | 7,440,450 | 7,143,450 | 6,940,450 | 7,058,450 | 7,370,450 | 7,360,450 | 71,005,433 |
| FA.1 | Public Works Facility | 68,500 | 106,000 | 62,000 | 38,000 | 74,000 | 69,000 | 62,000 | 196,000 | 434,000 | 87,000 | 1,196,500 |
| FA.2 | Town Hall Facility | 57,000 | 71,000 | 51,000 | 77,000 | 109,000 | 157,000 | 70,000 | 72,000 | 61,000 | 96,000 | 821,000 |
| FA.3 | Recreation Complex | 331,206 | 5,000 | 11,000 | 26,000 | 8,000 | 9,000 | 10,000 | 16,000 | 13,000 | 22,000 | 451,206 |
| FA.4 | Library Facility | 45,000 | 20,000 | 31,000 | 24,000 | 42,000 | 22,000 | 37,000 | 99,000 | 29,000 | 75,000 | 424,000 |
| FA.5 | Community Hall/EMS/CP Facilities | 53,000 | 103,000 | 23,000 | 16,000 | 96,000 | 36,000 | 53,000 | 65,000 | 18,000 | 71,000 | 534,000 |
| FA.6 | Arena Facility | - | 55,000 | 83,000 | 72,000 | 35,000 | 57,000 | 52,000 | 115,000 | 83,000 | 45,000 | 597,000 |
| Total Facilities | | 554,706 | 360,000 | 261,000 | 253,000 | 364,000 | 350,000 | 284,000 | 563,000 | 638,000 | 396,000 | 4,023,706 |
| C.1 | Cemetery Storage Facilities | 28,800 | - | - | - | - | - | - | - | - | - | 28,800 |
| C.3 | Cemetery Fleet and Equipment Replacement | 115,000 | 235,000 | - | 12,000 | 20,000 | - | - | - | 12,000 | - | 394,000 |
| Total Cemetery | | 143,800 | 235,000 | - | 12,000 | 20,000 | - | - | - | 12,000 | - | 422,800 |
| R.1 | Recreation Fleet and Equipment Replacement | - | 67,000 | - | - | - | - | 40,000 | - | - | 30,000 | 137,000 |
| R.2 | Soccer Net Replacements | 60,000 | - | - | - | - | - | - | - | - | - | 60,000 |
| R.3 | Soil Screen and Top Dresser | 43,000 | - | - | - | - | - | - | - | - | - | 43,000 |
| Total Recreation | | 103,000 | 67,000 | - | - | - | - | 40,000 | - | - | 30,000 | 240,000 |
| Total Capital Requests | | 6,107,576 | 9,800,363 | 8,379,250 | 8,275,250 | 8,074,250 | 7,876,250 | 7,610,250 | 8,861,250 | 8,270,250 | 8,068,250 | 81,322,939 |

**TOWNSHIP OF WAINFLEET
2026 DEFERRED CAPITAL REQUESTS**

| Item | Project Title | Project Description | Project Cost |
|--|--|--|---------------------|
| D.1 | Fire Fleet Replacement | Car 2, a 2014 light-duty pickup with over 200,000 km, rated poor in the Asset Management Plan and deferred from 2024 replacement. Repairs costs are becoming no longer cost-effective to maintain. | 135,000 |
| D.2 | Fire Station Facilities | Fire Stations 3 and 4 each require \$15,000 for floor upgrades, including new anti-slip coatings to improve safety. | 30,000 |
| Total Fire | | | 165,000 |
| D.3 | Bridge Rehabilitation | The refurbishment and engineering of the Church Street Bridge, which has been identified as being in fair condition but requiring refurbishment to maintain its integrity. The refurbishment recommendation includes patching, waterproofing, paving, removal of curbs and replacement with thrie beams or parapet walls, and patch repair on the deck soffit. | 495,113 |
| D.4 | Road Rehabilitation | Case Road (Bell Road to Highway 3), Smith Road (Highway 3 to the last residence), and a proposed Lakeshore Road realignment from Bessie Road to Cement Road to improve safety, drainage, and overall road conditions identified in the 2023 Roads Needs Study. | 1,295,000 |
| Total Public Works | | | 1,790,113 |
| D.5 | Cemetery Fleet and Equipment Replacement | The 2016 Case 580 Super Backhoe was scheduled for replacement in 2026, as it has reached the end of its service life and is becoming no longer cost-effective to maintain. | 235,000 |
| Total Cemetery | | | 235,000 |
| D.6 | Sports Complex & Ball Diamond Renovation | To restore and enhance the Township's ball diamonds, addressing drainage, improving soil quality, upgrading playing surfaces, and replacing fencing and safety netting. The project relied on ICIP funding for 50% of costs. | 400,000 |
| Total Recreation | | | 400,000 |
| Total Deferred Capital Requests | | | 2,590,113 |

**TOWNSHIP OF WAINFLEET
2026 BUDGETED RESERVE AND RESERVE FUNDS**

| Type | Projected Balance December 31, 2025 | Consolidation (ASR-020-2025) | Projected Post- Consolidation Balances | Transfer to Reserve | Transfer from Reserve | Receipts | Interest | Capital Commitments | Budget Balance December 31, 2026 |
|---|---|---------------------------------|--|------------------------|--------------------------|----------------|---------------|------------------------|--|
| Working Funds | 800,000 | (800,000) | - | - | - | - | - | - | - |
| Rate Stabilization | 1,469,211 | 1,269,410 | 2,738,622 | - | (237,375) | - | - | - | 2,501,247 |
| Municipal Modernization | 133,021 | (133,021) | - | - | - | - | - | - | - |
| Insurance | 174,447 | (174,447) | - | - | - | - | - | - | - |
| Infrastructure | 476,641 | 36,590 | 513,231 | 1,815,489 | - | - | - | (2,014,849) | 313,871 |
| Excavator | 4,372 | (4,372) | - | - | - | - | - | - | - |
| Drainage | 311,962 | 4,372 | 316,334 | 100,000 | - | - | - | (416,334) | - |
| Public Works | 227,561 | 150,000 | 377,561 | 150,000 | - | - | - | (223,300) | 304,261 |
| Public Works (Winter Control) | 150,000 | (150,000) | - | - | - | - | - | - | - |
| Emergency | 100,000 | - | 100,000 | - | - | - | - | - | 100,000 |
| Building Permit | (352,201) | - | (352,201) | - | (118,320) | - | - | - | (470,521) |
| Fire | 282,308 | 3,936 | 286,244 | 200,000 | (20,000) | - | - | (450,000) | 16,244 |
| Fire Points | 80,685 | - | 80,685 | - | - | - | - | - | 80,685 |
| Fire Donations | 3,936 | (3,936) | - | - | - | - | - | - | - |
| Library | 215,211 | - | 215,211 | - | (22,439) | - | - | (45,000) | 147,772 |
| Library Donations | 8,717 | - | 8,717 | - | - | - | - | - | 8,717 |
| Election | 50,335 | - | 50,335 | 12,750 | (46,080) | - | - | - | 17,005 |
| Planning | 267,752 | - | 267,752 | - | (130,000) | - | - | - | 137,752 |
| By-Law | 210,834 | - | 210,834 | - | - | - | - | - | 210,834 |
| Council | 38,685 | - | 38,685 | - | - | - | - | - | 38,685 |
| General Reserve | 161,942 | (161,942) | - | - | - | - | - | - | - |
| Recreation | 97,712 | - | 97,712 | - | - | - | - | - | 97,712 |
| Capital WIP | 36,590 | (36,590) | - | - | - | - | - | - | - |
| Environmental Sustainability | 561,256 | - | 561,256 | - | - | - | 22,450 | (22,450) | 561,256 |
| Airport | 10,757 | - | 10,757 | - | - | - | - | - | 10,757 |
| Total Reserves | 5,521,733 | - | 5,521,733 | 2,278,239 | (574,214) | - | 22,450 | (3,171,933) | 4,076,276 |
| Development Charges (All Funds) | 266,485 | - | 266,485 | - | - | 100,000 | 3,000 | (70,000) | 299,485 |
| Gas Tax Funding | - | - | - | - | - | 225,550 | - | (225,550) | - |
| Parkland | 54,208 | - | 54,208 | - | - | - | 1,700 | - | 55,908 |
| Total Reserve Funds | 320,693 | - | 320,693 | - | - | 325,550 | 4,700 | (295,550) | 355,393 |
| Total Reserves and Reserve Funds | 5,842,426 | - | 5,842,426 | 2,278,239 | (574,214) | 325,550 | 27,150 | (3,467,483) | 4,431,669 |

| Project # | Project Name | Project Type |
|-----------|------------------------------------|--------------|
| A.1 | IT Infrastructure and Replacements | Annual |

| Department | Project Manager | Location |
|----------------|--|----------|
| Administration | Information Technology Specialist (Darius) | Various |

| Project Rationale |
|---|
| <p>Overview: The IT Infrastructure and Replacements project is a strategic initiative designed to systematically upgrade and enhance our IT infrastructure. This comprehensive project encompasses replacement of workstations, servers, software licenses, computer monitors, network enhancements, cell phones, firewalls, LAN components, storage solutions, surveillance equipment, Wi-Fi upgrades, uninterruptible power supplies (UPS), streaming maintenance, consulting services, and other miscellaneous IT-related items.</p> <p>Key Objectives:</p> <p>Operational Efficiency: Streamline workflows and reduce downtime through modernized hardware and optimized network configurations.</p> <p>Data Security: Implement advanced security measures to protect sensitive information and comply with regulatory standards.</p> <p>Scalability: Ensure the IT infrastructure can support emerging technological needs and mandatory software replacements.</p> <p>Risks and Benefits</p> <p>Workstations and Servers: Outdated hardware reduces productivity. New equipment enhances performance, reducing downtime.</p> <p>Data Security: Insufficient security increases data breach risk. Robust security measures protect sensitive data.</p> <p>Network and Wi-Fi Upgrades: Aging networks slow communication: A faster, stable connectivity improves efficiency.</p> <p>Mobile Devices: Outdated devices hinder collaboration. Modern tools enable flexible, effective communication and remote work.</p> <p>Data Management and Storage: Insufficient storage risks data loss and equipment failure. With upgraded storage, this will improve access and security.</p> <p>Surveillance and Physical Security: Outdated surveillance weakens security. Increased monitoring protects assets and personnel.</p> <p>Uninterruptible Power Supplies (UPS): Power outages cause data loss. UPS systems ensure continuity during outages.</p> <p>Conclusion: The IT Infrastructure and Replacements project is a vital investment, ensuring that our IT infrastructure remains secure, efficient, and capable of supporting our needs. By proactively addressing each risk with targeted benefits, this project will enhance productivity, fortify data security, and improve connectivity across the organization. These advancements will not only mitigate current operational challenges but also position us for sustained productivity and success.</p> |

| Funding Source | |
|----------------|---------------|
| Levy | 70,800 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 70,800 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information |
|--|
| Annual IT Infrastructure and Replacements - \$70,800 |

| Project # | Project Name | Project Type |
|-----------|---|--------------|
| F.1 | Firefighter Personal Protective Equipment | Annual |

| Department | Project Manager | Location |
|------------|----------------------------|---------------|
| Fire | Fire Chief (Morgan Alcock) | Fire Stations |

| Project Rationale |
|---|
| <p>Overview: The Firefighter Personal Protective Equipment is designed to ensure that Wainfleet Fire & Emergency Services (WFES) personnel have safe, compliant, and effective Personal Protective Equipment (PPE) that aligns with Ministry of Labour (MOL) and National Fire Protection Association (NFPA) standards. Through an asset review and long-term planning, WFES has determined that an annual budget allocation is necessary for the replacement of PPE. PPE has an average service life of 10 years, making periodic replacement essential to maintain compliance, safety, and operational effectiveness, with a balanced annual budget impact.</p> <p>Key Objectives:</p> <p>Safety: Maintain up-to-date, safe PPE in alignment with MOL and NFPA standards.</p> <p>Sustainability: Establish a sustainable, predictable budget for PPE replacement, avoiding large, single-year expenditures.</p> <p>Efficiency: Reduce unnecessary use of Structural PPE by utilizing NFPA-compliant Dual Certified PPE for non-structural responses.</p> <p>Risks and Benefits:</p> <p>Compliance and Safety: Insufficient funding could result in non-compliant, worn PPE, increasing risks to firefighter safety. An annual budget ensures compliance with safety standards, protecting personnel.</p> <p>Predictable Budgeting: Without a dedicated budget, PPE replacements may require large, unpredictable expenditures. A steady, annual budget enables cost-effective, predictable planning.</p> <p>Optimized PPE Use: Using Structural PPE for non-structural incidents increases wear and replacement frequency. Dual Certified PPE reduces unnecessary wear on Structural PPE, extending its lifespan.</p> <p>Conclusion: The Firefighter Personal Protective Equipment project is essential for maintaining compliance, safety, and financial sustainability in WFES operations. By continuing this annual budget, WFES can ensure predictable, efficient PPE replacement, safeguard personnel, and extend the life of critical equipment. This structured approach provides a cost-effective way to meet regulatory standards while optimizing resources and preparing WFES for a responsive, compliant, and collaborative future.</p> |

| Funding Source | |
|----------------|---------------|
| Levy | 58,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 58,000 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information |
|---|
| Annual Firefighter Personal Protective Equipment - \$58,000 |

| Project # | Project Name | Project Type |
|-----------|---------------------------|--------------|
| F.2 | Fire and Rescue Equipment | Annual |

| Department | Project Manager | Location |
|------------|----------------------------|---------------|
| Fire | Fire Chief (Morgan Alcock) | Fire Stations |

| Project Rationale |
|--|
| <p>Overview: The Fire and Rescue Equipment replacement program was developed through an extensive asset review and long-term planning process in alignment with the Asset Management and Capital Asset Policy. This initiative addresses the ongoing need for reliable, compliant fire and rescue equipment, with a focus on ensuring that gear is replaced systematically as it nears the end of its average service life.</p> <p>Key Objectives:</p> <p>Safety: Maintain up-to-date equipment essential for firefighter safety and operational effectiveness.</p> <p>Sustainability: Establish a predictable budget that mitigates large, sudden expenditures.</p> <p>Efficiency: Leverage group purchasing agreements to reduce costs and standardize equipment with Mutual Aid Partners.</p> <p>Risks and Benefits:</p> <p>Cost Control and Predictability: Insufficient funding could lead to high maintenance costs and unexpected large expenses, whereas an annual budget establishes a stable, predictable plan for equipment replacement.</p> <p>Equipment Reliability and Safety: Delayed replacements risk equipment failures, but a structured replacement schedule ensures that firefighters have reliable, compliant tools for safe, effective service.</p> <p>Conclusion: The Fire and Rescue Equipment replacement program is essential for maintaining the operational effectiveness and safety of the Fire Service. By ensuring a consistent, annual budget, the program allows for predictable, timely equipment replacements, promoting continuous service delivery. Collaboration through group purchasing agreements further optimizes costs and enhances alignment with partner agencies.</p> |

| Funding Source | |
|----------------|---------------|
| Levy | 62,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 62,000 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information |
|---|
| Annual Fire and Rescue Equipment - \$62,000 |

| Project # | Project Name | Project Type |
|-----------|------------------------|--------------------|
| F.3 | Fire Fleet Replacement | Annual (As Needed) |

| Department | Project Manager | Location |
|------------|----------------------------|---------------|
| Fire | Fire Chief (Morgan Alcock) | Fire Stations |

| Project Rationale |
|---|
| <p>Overview: The Fire Apparatus Fleet Replacement Program was developed through a comprehensive asset review and long-term capital planning process, in alignment with the Township's Asset Management and Capital Asset Policy. This program addresses the ongoing need for reliable, safe, and compliant fire apparatus, ensuring that vehicles are replaced systematically as they near the end of their expected service life.</p> <p>Tanker 4 is a 2005 Freightliner, that was purchased as a repurposed rental truck and has over 200,000km. It was scheduled to be replaced in 2025, however due to other municipal priorities it was deferred and has been listed as poor in the Asset Management Plan. Failure to replace this apparatus will result in the loss of Fire Station recognition, increased insurance rates and increased risk of inability to deliver fire protection services as listed in the E&R By-law. Replacement is estimated to be approximately \$750,000 and may take up to 24 months for delivery.</p> <p>Key Objectives:</p> <p>Safety: Maintain a modern, dependable fleet that supports firefighter safety, reliable emergency response, and operational effectiveness.</p> <p>Sustainability: Establish a predictable, long-term budgeting framework that prevents sudden, large capital expenditures and promotes fiscal responsibility. Increased annual reserve funding can be used to stabilize and offset levy impacts.</p> <p>Efficiency: Leverage cooperative purchasing programs and standardize apparatus specifications across the fleet and with Mutual Aid Partners to reduce costs and streamline maintenance and training.</p> <p>Risks and Benefits:</p> <p>Cost Control and Predictability: Without a structured replacement plan, aging apparatus can lead to escalating maintenance costs, unexpected breakdowns, and service disruptions. A planned replacement schedule ensures predictable budgeting and long-term cost stability.</p> <p>Safety, Reliability and Operational Readiness: Delaying replacements increases the risk of apparatus downtime and safety hazards. A proactive replacement program ensures reliable vehicles, minimizes service interruptions, and supports consistent emergency response performance.</p> <p>Conclusion: The Fire Apparatus Fleet Replacement Program is vital to maintaining the operational readiness, safety, and effectiveness of the Fire Service. By implementing a consistent, long-term budgeting approach, the program enables predictable apparatus replacements, reduces maintenance costs, and ensures uninterrupted service delivery. Collaboration through group purchasing agreements further enhances cost efficiency and strengthens regional interoperability with partner agencies.</p> |

| Funding Source | |
|----------------|----------------|
| Fire Reserve | 450,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 450,000 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | |
| 2031 | √ |
| 2032 | |
| 2033 | √ |
| 2034 | |
| 2035 | |

| Additional Information | |
|------------------------|------------|
| Tanker 4 Replacement | \$ 450,000 |

| Project # | Project Name | Project Type |
|-----------|-------------------------|--------------------|
| F.4 | Fire Station Facilities | Annual (As Needed) |

| Department | Project Manager | Location |
|------------|----------------------------|---------------|
| Fire | Fire Chief (Morgan Alcock) | Fire Stations |

| Project Rationale |
|--|
| <p>Overview: The Fire Station Facilities project addresses critical safety and maintenance upgrades across key operational areas at all facilities including Central Fire Station, Station 3 (Burnaby) and Station 4 (Wellandport). Over time, existing floor surfaces in apparatus bays and high-traffic zones have become worn and slippery, increasing the potential for slips, trips, and falls. The Joint Health & Safety Committee has noted this as a safety concern that needs to be addressed, as several firefighters have already slipped since the station opened in December 2023. This project involves the installation of durable, non-slip epoxy flooring systems designed to improve safety, extend surface longevity, and support efficient cleaning and maintenance practices within the stations.</p> <p>Key Objectives:</p> <p>Safety: Ensure that infrastructure improvements reduce hazards and enhance the safety of both personnel and the public. Reduce slip and fall hazards by installing a high-traction, non-slip surface suitable for wet, oily, or high-traffic conditions commonly encountered in fire stations.</p> <p>Durability & Sustainability: Invest in long-lasting materials and solutions that reduce environmental impact and minimize long-term maintenance requirements. Utilize industrial-grade materials engineered to withstand heavy apparatus movement, chemical exposure, and thermal fluctuations.</p> <p>Efficiency: Improve cleaning and maintenance efficiency with seamless, easy-to-clean flooring that supports decontamination and hygiene protocols.</p> <p>Risks and Benefits:</p> <p>Enhanced Personnel Safety: The installation of anti-slip surfaces minimizes the risk of workplace injuries, particularly in apparatus bays, wash areas, and entryways.</p> <p>Extended Facility Lifespan: Long-lasting materials reduce wear and tear caused by heavy vehicles, equipment, and foot traffic, lowering future maintenance and replacement costs.</p> <p>Operational Continuity: Improved floor traction supports safer apparatus movement and reduces downtime caused by accidents or repairs.</p> <p>Conclusion: The Fire Station Facilities project is essential to maintaining safe and efficient facilities that meet the functional and safety standards required for effective firefighting operations and personnel well-being. Investing in these improvements enhances operational readiness and provides a durable, longer-term solution for station upkeep. By addressing surface wear and traction deficiencies, all Stations will achieve a safer and more functional working environment that meets the high standards expected of modern fire service facilities.</p> |

| Funding Source | |
|----------------|---------------|
| Levy | 65,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 65,000 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information | |
|------------------------|-----------|
| Anti-Slip Flooring | \$ 65,000 |

| Project # | Project Name | Project Type |
|-----------|-------------------------------|--------------------|
| PW.1 | Large Culvert and Drain Works | Annual (As Needed) |

| Department | Project Manager | Location |
|------------|-------------------------------------|----------|
| Drainage | Manager of Operations (Richard Nan) | Various |

| Project Rationale |
|--|
| <p>Overview: The Large Culvert and Drain Works project focuses on the replacement and upgrade of several culverts identified through routine inspections and the ongoing drainage maintenance program. These culverts are essential for managing stormwater flow, preventing flooding, and ensuring the structural integrity of the roads. Culverts identified for replacement include those on Aldrey Drain on Perry Road, Collver Drain Zion Road Ditch Enclosure, Shafley Road Drain Smith Road Enclosure, McCallum Drain Case & Winger Road Crossings, North East Consolidated Drain #1 Deeks Road-Tunnacliffe-Hewitt road crossings, Perry Road Drain Wilford Road-Perry Road enclosure. The CSW Drain #13, conveys approximately 8,000 acres of drainage for the Township under Feeder Road East, Clarendon Road East and the Feeder Canal. The existing culvert was constructed in 1908, spans 55m and is 2.5m x 2.5m wide. The proposed replacement structure is 7.3m x 3.15m and is designed to handle increased storm capacity. The project includes project management from Spriet Associates Engineering, geotechnical, concrete and compaction testing.</p> <p>Key Objectives:</p> <p>Safety: Replace aging and undersized culverts to prevent road erosion, flooding, and potential road closures during heavy rain events.</p> <p>Sustainability: Upgrade culverts to the correct size for current and future stormwater management needs, ensuring long-term resilience against climate change and extreme weather.</p> <p>Efficiency: Minimize disruption by addressing multiple culvert replacements within a planned program, improving drainage capacity, and reducing future maintenance costs.</p> <p>Risks and Benefits:</p> <p>Flood Prevention & Infrastructure Protection: If culverts are not replaced, they risk becoming overwhelmed during storm events, leading to flooding and road damage, whereas upgrading culverts will enhance stormwater capacity, preventing potential road closures and damage.</p> <p>Undersized Culverts: Continuing to use undersized culverts increases the risk of flooding and road erosion, while upgrading to larger culverts will ensure proper drainage and prevent long-term damage to roads and surrounding properties.</p> <p>Cost Efficiency: Failing to upgrade or replace outdated culverts could result in more costly repairs or emergency responses, whereas a planned replacement program spreads costs over time and ensures that the infrastructure meets future stormwater needs.</p> <p>Conclusion: The Large Culvert and Drain Works project is essential for maintaining safe, reliable infrastructure and protecting the community from flooding risks. By upgrading culverts to the appropriate size and capacity, we ensure that the roads remain functional, safe, and resilient to extreme weather events, which ultimately supports the longevity and safety of the municipality's transportation network.</p> |

| Funding Source | |
|------------------------|------------------|
| Drainage Reserve | 416,334 |
| Levy | 262,374 |
| Infrastructure Reserve | 1,317,459 |
| Previously Approved | 128,713 |
| Debenture | 670,000 |
| | |
| | |
| | |
| TOTAL | 2,794,880 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information | |
|-----------------------------------|---------------------|
| Aldrey Drain | \$ 85,000 |
| Collver Drain | \$ 72,000 |
| Shafley Road Drain | \$ 280,880 |
| McCallum Drain | \$ 100,000 |
| North East Consolidated Drain | \$ 155,000 |
| Perry Road Drain | \$ 225,000 |
| CSW Drain #13 Culvert Replacement | \$ 1,877,000 |
| | <u>\$ 2,794,880</u> |

| Project # | Project Name | Project Type |
|-----------|---------------------|--------------|
| PW.2 | Road Rehabilitation | Annual |

| Department | Project Manager | Location |
|--------------|-------------------------------------|----------|
| Public Works | Manager of Operations (Richard Nan) | Various |

Project Rationale

Overview: The Road Rehabilitation Project aims to address the maintenance priorities identified in the 2023 Roads Needs Study. The 2025 program focuses on the following road segments:

Lakeshore Road - from Bessie Road to Cement Road
 Side Road 20 - from Feeder Road to the last residence
 Wilford Road - from Zion Road to Smith Road
 Perry Road - from Wilford Road to Concession 6

Key Objectives:

Safety: Improve the structural integrity of roadways to prevent accidents and enhance traffic flow.

Sustainability: Extend the service life of road infrastructure by addressing immediate repairs and planning for long-term sustainability.

Efficiency: Provide a cost-effective solution to road repairs and maintenance by prioritizing key projects and using the right materials.

Risks and Benefits:

Road Condition & Safety: Failing to maintain roads leads to hazardous conditions and higher long-term repair costs, while properly maintaining roads ensures safe, reliable transportation and reduces future expenses.

Maintenance Costs: Without adequate funding for regular repairs, maintenance costs escalate over time, but with proper funding, the municipality can sustain roads at an affordable cost and avoid expensive full reconstructions.

Future Growth & Budgeting: Without allocating sufficient funding, inflation and growing infrastructure demands will result in higher costs and deteriorating conditions, but with appropriate funding levels, roads can be kept in good condition and managed cost-effectively for the long term.

Conclusion: The Road Rehabilitation Project is vital to maintaining the safety, functionality, and cost-efficiency of the Township's road network. Proper funding will ensure that necessary repairs and upgrades are completed, extending the service life of roads and improving the overall transportation experience for the community. Long-term sustainability should be a priority, with adequate reserves set aside for future growth and inflationary costs.

| Funding Source | |
|------------------------|------------------|
| Levy | 175,000 |
| Infrastructure Reserve | 697,390 |
| CCBF | 225,550 |
| OCIF | 125,000 |
| | |
| | |
| | |
| | |
| TOTAL | 1,222,940 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information | |
|----------------------------|---------------------|
| Lakeshore Road | \$ 293,520 |
| Lakeshore Road Engineering | \$ 50,000 |
| Side Road 20 | \$ 249,420 |
| Wilford Road | \$ 160,000 |
| Perry Road | \$ 470,000 |
| | <u>\$ 1,222,940</u> |

| Project # | Project Name | Project Type |
|-----------|----------------------------|--------------|
| PW.4 | Annual Culvert Replacement | Annual |

| Department | Project Manager | Location |
|--------------|-------------------------------------|----------|
| Public Works | Manager of Operations (Richard Nan) | Various |

| Project Rationale |
|--|
| <p>Overview: The Annual Culvert Replacement Project is a vital initiative designed to maintain and upgrade roadside culverts to ensure the safe passage of water beneath roadways. These culverts are essential for preserving road structural integrity and preventing erosion, sinkholes, and road collapse. This project involves replacing aging culverts identified through routine evaluations, with funding shifted from the operating budget to the capital budget to reflect the long-term nature of these works. The initiative ensures that culverts are replaced before becoming critical hazards to both roadways and the surrounding environment.</p> <p>Key Objectives:</p> <p>Safety: Maintain safe road conditions by replacing aging culverts and preventing accidents related to deteriorating infrastructure.</p> <p>Sustainability: Ensure long-term infrastructure health with timely replacements that reduce ongoing repair costs and environmental damage.</p> <p>Efficiency: Streamline maintenance and replacement through planned, annual updates, reducing future emergency repairs and minimizing service disruptions.</p> <p>Risks and Benefits:</p> <p>Structural Integrity & Road Safety: Failing to replace aging culverts can lead to road erosion, sinkholes, and eventual collapse, posing significant safety risks to commuters. Regularly replacing culverts ensures that roadways remain structurally sound and safe for traffic.</p> <p>Environmental Protection & Compliance: Neglecting culvert maintenance can harm local water systems, leading to erosion and reduced water quality. Replacing culverts in a timely manner helps protect local ecosystems, ensuring compliance with environmental regulations and improving community sustainability.</p> <p>Cost Efficiency & Long-Term Maintenance: Without proper funding and execution of the culvert replacement program, maintenance costs will rise due to frequent repairs. Proactively replacing culverts reduces long-term maintenance as well as more predictable budgeting.</p> <p>Community Mobility & Satisfaction: Poorly maintained culverts disrupt traffic flow and may cause extended road closures, impacting the mobility of local residents and businesses. The Annual Culvert Replacement Project ensures minimal disruptions to the community and improves overall public satisfaction with municipal infrastructure.</p> <p>Conclusion: The Annual Culvert Replacement Project is crucial for maintaining the safety, sustainability, and functionality of the municipality's road infrastructure. By replacing aging culverts on a routine basis, the project mitigates risks associated with infrastructure failure, reduces long-term maintenance costs, and enhances environmental stewardship. This proactive approach will help safeguard public safety, promote economic stability, and ensure that roads remain safe and reliable for years to come.</p> |

| Funding Source | |
|----------------|----------------|
| Levy | 100,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 100,000 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information | |
|----------------------------|-----------|
| Annual Culvert Replacement | \$100,000 |

| Project # | Project Name | Project Type |
|-----------|--|--------------------|
| PW.5 | Public Works Fleet and Equipment Replacement | Annual (As Needed) |

| Department | Project Manager | Location |
|--------------|-------------------------------------|----------|
| Public Works | Manager of Operations (Richard Nan) | Various |

| Project Rationale |
|---|
| <p>Overview: The Public Works Fleet and Equipment Replacement project addresses the need for upgrading and replacing aging equipment essential for maintaining the municipality's roadways, drainage systems, and infrastructure. The current equipment includes the replacement of a 2016 crew cab 4x4 pick up truck, 2012 single axle dump truck with sander box and plow assembly, and a 2005 landscape trailer. These pieces of equipment have reached or are nearing the end of their service life and require replacement to maintain operational efficiency.</p> <p>Key Objectives:</p> <p>Safety: Replace outdated equipment to ensure safe operation and meet modern standards.</p> <p>Sustainability: Ensure long-term operational reliability by investing in new equipment with warranties and lower ongoing repair costs.</p> <p>Efficiency: Upgrade to more reliable and consider specialized equipment to improve work productivity and reduce downtime.</p> <p>Risks and Benefits:</p> <p>Operational Efficiency & Cost: Failure to replace aging equipment results in higher repair costs, frequent breakdowns, and reduced productivity. New equipment will improve operational efficiency and reduce long-term maintenance expenses.</p> <p>Safety & Reliability: Outdated equipment may fail during critical operations, such as snow removal or drainage management, posing risks to staff and infrastructure. New machines will ensure better safety and reliability for Public Works operations.</p> <p>Adaptability & Versatility: Current equipment is limited in its functionality and seasonal use. Upgrading to the European-inspired roadside mower and a new grader will allow for year-round operations, including snow removal and efficient roadside maintenance, reducing the need for multiple machines.</p> <p>Environmental Impact & Cost Control: Continuing to operate outdated machinery increases the environmental impact due to inefficiencies and higher emissions. New equipment will offer improved fuel efficiency and reduced environmental footprint.</p> <p>Conclusion: The Public Works Fleet and Equipment Replacement project is crucial to maintain the operational efficiency, safety, and sustainability of Public Works operations. By replacing aging and outdated equipment, the Township will reduce repair costs, improve work efficiency, and ensure safe and reliable operations. This proactive investment will also provide more adaptable equipment, allowing year-round maintenance and reducing long-term operational costs.</p> |

| Funding Source | |
|----------------------|----------------|
| Levy | 236,700 |
| Public Works Reserve | 223,300 |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 460,000 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information | |
|---|-------------------|
| Crew Cab 4x4 Pick-Up Truck | \$ 58,000 |
| Single Axle Dump Truck with Plow and Sander | \$ 380,000 |
| 20' Flat Deck Trailer | \$ 22,000 |
| | <u>\$ 460,000</u> |

| Project # | Project Name | Project Type |
|-----------|------------------------------|--------------|
| PW.6 | Environmental Sustainability | Annual |

| Department | Project Manager | Location |
|--------------|-------------------------------------|----------|
| Public Works | Manager of Operations (Richard Nan) | Various |

| Project Rationale |
|--|
| <p>Overview: The Environmental Sustainability Project aims to continue the municipality’s commitment to environmental sustainability, community beautification, and ecosystem health. This ongoing initiative involves the planting of trees throughout various locations in the municipality, targeting parks, green spaces, roadsides, and other municipal properties, as well as enhancing green infrastructure, improving air quality, increasing biodiversity, and creating aesthetically pleasing environments for residents and visitors.</p> <p>Key Objectives:</p> <p>Environmental Stewardship: Promote biodiversity, improve air quality, and overall improvement of our environment.</p> <p>Community Health & Well-being: Enhance public spaces and recreational areas, providing shade and improving overall quality of life for residents.</p> <p>Sustainability: Support long-term urban greening and reduce municipal carbon footprint through increased tree canopy.</p> <p>Risks and Benefits:</p> <p>Environmental & Aesthetic Impact: Failure to continue the program may result in reduced green space, biodiversity loss, and diminished air quality. In contrast, regular planting enhances the environment, improves aesthetic appeal, and contributes to a more sustainable urban ecosystem.</p> <p>Long-Term Maintenance Costs: Without a consistent program, it may lead to increased long-term costs for climate control, stormwater management, and air purification. The project provides long-term savings and environmental benefits.</p> <p>Public Engagement & Education: Failing to invest in community beautification may reduce local pride and engagement in environmental issues. By continuing the tree planting program, residents can participate in community-driven green initiatives, fostering environmental awareness and social cohesion.</p> <p>Biodiversity & Ecosystem Health: Ongoing planting helps mitigate habitat loss, supporting local wildlife and promoting biodiversity. In contrast, without ongoing tree planting, ecosystem health could decline, leading to a less resilient environment.</p> <p>Conclusion: The project is essential for improving the environmental health, aesthetics, and sustainability of the municipality. By continuing this program, the Township will not only increase its green space but also provide long-term environmental, social, and economic benefits. Regular planting ensures that the community remains a vibrant, sustainable place to live, work, and visit.</p> |

| Funding Source | |
|-----------------------|---------------|
| Environmental Reserve | 22,450 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 22,450 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information |
|---|
| Project amount cannot exceed interest earned. Principal balance of Environmental Sustainability Reserve must be maintained. |

| Project # | Project Name | Project Type |
|-----------|-----------------------|--------------------|
| FA.1 | Public Works Facility | Annual (As Needed) |

| Department | Project Manager | Location |
|------------|-------------------------------------|-------------------------------|
| Facilities | Manager of Operations (Richard Nan) | Operations Building / Complex |

Overview: The Public Works Facility project involves several critical improvements to municipal facilities to ensure their continued functionality and safety. Staff utilize the 2025 Building Condition Studies as well as issues that arise in year to develop a capital project for the fiscal year. The 2026 project involves the replacement of the 2008 105 KW back-up diesel generator and single wall fuel tank with a new 150 KW diesel generator and double wall fuel tank.

Key Objectives:

Safety: Ensure the structural integrity and safety of facilities by addressing water infiltration, aging equipment, and potential hazards.

Efficiency: Upgrade systems to meet growing demand, reduce external resource dependence, and minimize our environmental impact.

Sustainability: Improve operational efficiency by replacing outdated equipment, reducing long-term costs, and enhancing service delivery.

Risks and Benefits:

Operational Continuity and Efficiency: Failure to replace or repair critical infrastructure can lead to system failures and costly emergency repairs. Upgrading facilities proactively ensures continuous service delivery, reduces maintenance costs, and improves the operational efficiency of municipal services.

Safety and Functionality: Neglecting critical safety repairs can expose the Township to risks. Proactive upgrades ensure that facilities remain safe, functional, and compliant with safety standards, preventing accidents and enhancing worker and public safety.

Cost Savings: Delaying necessary maintenance or replacements often leads to higher costs in the future. By addressing the most pressing issues now, the Township will save on future repairs and energy costs, maximizing its long-term financial sustainability.

Conclusion: The Public Works Facility project is essential to maintaining the safety, sustainability, and efficiency of municipal buildings and infrastructure. Proactively addressing issues related to water infiltration, aging equipment, and infrastructure improvements will help reduce long-term costs and enhance safety and functionality of the Township's facilities. By investing in these upgrades, the Township will ensure a safer and more efficient environment for both staff and the community while preserving valuable resources.

| Funding Source | |
|----------------|---------------|
| Levy | 68,500 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 68,500 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information | |
|---------------------------------|-----------|
| Back-up Generator and Fuel Tank | \$ 68,500 |

| Project # | Project Name | Project Type |
|-----------|--------------------|--------------------|
| FA.2 | Town Hall Facility | Annual (As Needed) |

| Department | Project Manager | Location |
|------------|-------------------------------------|-----------|
| Facilities | Manager of Operations (Richard Nan) | Town Hall |

| Project Rationale |
|--|
| <p>Overview: The Town Hall Facility project involves several critical improvements to municipal facilities to ensure their continued functionality and safety. Staff utilize the 2025 Building Condition Studies as well as issues that arise in year to develop a capital project for the fiscal year. For 2026, staff are proposing the replacement of a few windows in Town Hall that are currently allowing cold air infiltration into two offices as well as the circular wood window above the council chambers. Additionally, cladding the upper transoms on all the windows that are painted wood with PVC. Staff are proposing the refurbishment of the decorative arch way in front of Town Hall. The archway is currently clad with painted fiber board that is starting to show signs of deterioration and staff are recommending replacing trim pieces and cladding the entire archway with PVC to protect it from the elements. The lettering is also constructed with painted OSB board and staff are recommending the replacement with PVC material for the new lettering.</p> <p>Key Objectives:</p> <p>Safety: Ensure the structural integrity and safety of facilities by addressing aging equipment, meeting operational demands, and mitigating potential hazards.</p> <p>Efficiency: Upgrade systems to meet growing demand, reduce external resource dependence, and minimize our environmental impact.</p> <p>Sustainability: Improve operational efficiency by replacing outdated equipment, reducing long-term costs, and enhancing service delivery.</p> <p>Risks and Benefits:</p> <p>Operational Continuity and Efficiency: Failure to replace or repair critical infrastructure can lead to system failures and emergency repairs. Upgrading facilities ensures continuous service delivery, reduces maintenance costs, and improves the efficiency of municipal services.</p> <p>Safety and Functionality: Neglecting critical safety repairs can expose the Township to risks. Proactive upgrades ensure that facilities remain safe, functional, and compliant with safety standards, preventing accidents and enhancing worker and public safety.</p> <p>Cost Savings: Delaying necessary maintenance or replacements often leads to higher costs in the future. By addressing the most pressing issues now, the Township will save on future repairs and energy costs, maximizing its long-term financial sustainability.</p> <p>Conclusion: The Town Hall Facility project is essential to maintaining the safety, sustainability, and efficiency of municipal buildings and infrastructure. Proactively addressing issues related to water infiltration, aging equipment, and infrastructure improvements will help reduce long-term costs and enhance safety and functionality of the Township's facilities. By investing in these upgrades, the Township will ensure a safer and more efficient environment for both staff and the community while preserving valuable resources.</p> |

| Funding Source | |
|----------------|---------------|
| Levy | 57,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 57,000 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information | |
|---------------------------------|------------------|
| Window Replacements | \$ 25,000 |
| Cladding of Transoms | \$ 12,500 |
| Town Hall Archway Refurbishment | \$ 19,500 |
| | <u>\$ 57,000</u> |

| Project # | Project Name | Project Type |
|-----------|--------------------|--------------|
| FA.3 | Recreation Complex | Continuation |

| Department | Project Manager | Location |
|------------|-------------------------------------|--------------------|
| Facilities | Manager of Operations (Richard Nan) | Recreation Complex |

| Project Rationale |
|--|
| <p>Overview: The Township has secured a significant grant for the multi-year enhancement of the sports complex, originally submitted in 2019 and approved for funding in 2021. The project has made substantial progress with the completion of the improvement of drainage systems, a walking trail, new ball diamond lighting, enhancement of the accessible washrooms. The 2026 phase of the project will focus on finishing the prior year pavilion and tennis courts as well as improvement and replacement of fencing.</p> <p>Key Objectives:</p> <p>Safety: Improve accessibility and safety at the complex by enhancing washrooms, resurfacing courts, and adding fencing.</p> <p>Efficiency: Maximize the recreational value and functionality of the complex for all users, making it a more versatile and accessible community.</p> <p>Sustainability: Ensure the long-term usability of the complex through quality materials, sustainable design, and efficient space utilization.</p> <p>Risks and Benefits:</p> <p>Operational Continuity and Efficiency: Not completing the upgrades could leave the complex outdated, limiting its functionality and use. The project will modernize the facilities, supporting more activities and increasing overall utilization.</p> <p>Safety and Functionality: Failure to upgrade safety features like washrooms, tennis courts, and fencing could lead to safety risks and limit accessibility. The project will enhance safety and accessibility for all users.</p> <p>Cost Savings: Outdated infrastructure increases maintenance costs due to frequent repairs. The project will lower long-term maintenance costs by replacing old facilities with durable, low-maintenance materials.</p> <p>Conclusion: The Recreation Complex project is a critical investment in the future of the community. By continuing to enhance and expand the facilities, the Township will provide a safer, more sustainable, and efficient recreational space that meets the needs of all users.</p> |

| Funding Source | |
|---------------------|----------------|
| Levy | 39,175 |
| ICIP Grant | 107,731 |
| Previously Approved | 184,300 |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 331,206 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | |
| 2028 | |
| 2029 | |
| 2030 | |
| 2031 | |
| 2032 | |
| 2033 | |
| 2034 | |
| 2035 | |

| Additional Information | |
|--|------------|
| Fencing Replacement | \$ 146,906 |
| Prior Year Carry Forward (Tennis Court & Pavilion) | \$ 184,300 |

| Project # | Project Name | Project Type |
|-----------|------------------|--------------------|
| FA.4 | Library Facility | Annual (As Needed) |

| Department | Project Manager | Location |
|------------|-------------------------------------|----------|
| Facilities | Manager of Operations (Richard Nan) | Library |

| Project Rationale |
|--|
| <p>Overview: The Library Facility project involves several critical improvements to municipal facilities to ensure their continued functionality and safety. Staff utilize the 2025 Building Condition Studies as well as issues that arise in year to develop a capital project for the fiscal year. For the 2026 project, staff in consultation with Library staff have reviewed the need for storage within the library. Staff are proposing the replacing of current cabinets, counters, base cabinetry and walk in storage shelving units to allow for better organized systems of drawers and cabinets to provide better accessible storage for library programming, as well as improvements to office space, the addition of a staffroom. Staff are proposing to perform the work with internal staff.</p> <p>Key Objectives:</p> <p>Safety: Ensure the structural integrity and safety of facilities by addressing aging equipment, meeting operational demands, and mitigating potential hazards.</p> <p>Efficiency: Upgrade systems to meet growing demand, reduce external resource dependence, and minimize our environmental impact.</p> <p>Sustainability: Improve operational efficiency by replacing outdated equipment, reducing long-term costs, and enhancing service delivery.</p> <p>Risks and Benefits:</p> <p>Operational Continuity and Efficiency: Failure to replace or repair critical infrastructure can lead to system failures and costly emergency repairs. Upgrading facilities proactively ensures continuous service delivery, reduces maintenance costs, and improves the operational efficiency of municipal services.</p> <p>Safety and Functionality: Neglecting critical safety repairs can expose the Township to risks. Proactive upgrades ensure that facilities remain safe, functional, and compliant with safety standards, preventing accidents and enhancing worker and public safety.</p> <p>Cost Savings: Delaying necessary maintenance or replacements often leads to higher costs in the future. By addressing the most pressing issues now, the Township will save on future repairs and energy costs, maximizing its long-term financial sustainability.</p> <p>Conclusion: The Library Facility project is essential to maintaining the safety, sustainability, and efficiency of municipal buildings and infrastructure. Proactively addressing issues related to water infiltration, aging equipment, and infrastructure improvements will help reduce long-term costs and enhance safety and functionality of the Township's facilities. By investing in these upgrades, the Township will ensure a safer and more efficient environment for both staff and the community while preserving valuable resources.</p> |

| Funding Source | |
|-----------------|---------------|
| Library Reserve | 45,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 45,000 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information | |
|---|-----------|
| Staffroom, Office and Storage Refurbishment | \$ 45,000 |

| Project # | Project Name | Project Type |
|-----------|-------------------------|--------------------|
| FA.5 | Community Hall Facility | Annual (As Needed) |

| Department | Project Manager | Location |
|------------|-------------------------------------|----------------|
| Facilities | Manager of Operations (Richard Nan) | Community Hall |

| Project Rationale |
|---|
| <p>Overview: The Community Hall Facility project involves several critical improvements to municipal facilities to ensure their continued functionality and safety. Staff utilize the 2025 Building Condition Studies as well as issues that arise in year to develop a capital project for the fiscal year. The 2026 project includes the replacement of the two, 20 year old air conditioning units at the community hall. The project will also include a new gas service line to accommodate heating as well as insulating the current exposed exterior ductwork.</p> <p>Key Objectives:</p> <p>Safety: Ensure the structural integrity and safety of facilities by addressing aging equipment, meeting operational demands, and mitigating potential hazards.</p> <p>Efficiency: Upgrade systems to meet growing demand, reduce external resource dependence, and minimize our environmental impact.</p> <p>Sustainability: Improve operational efficiency by replacing outdated equipment, reducing long-term costs, and enhancing service delivery.</p> <p>Risks and Benefits:</p> <p>Operational Continuity and Efficiency: Failure to replace or repair critical infrastructure can lead to system failures and costly emergency repairs. Upgrading facilities proactively ensures continuous service delivery, reduces maintenance costs, and improves the operational efficiency of municipal services.</p> <p>Safety and Functionality: Neglecting critical safety repairs can expose the Township to risks. Proactive upgrades ensure that facilities remain safe, functional, and compliant with safety standards, preventing accidents and enhancing worker and public safety.</p> <p>Cost Savings: Delaying necessary maintenance or replacements often leads to higher costs in the future. By addressing the most pressing issues now, the Township will save on future repairs and energy costs, maximizing its long-term financial sustainability.</p> <p>Conclusion: The Community Hall Facility project is essential to maintaining the safety, sustainability, and efficiency of municipal buildings and infrastructure. Proactively addressing issues related to water infiltration, aging equipment, and infrastructure improvements will help reduce long-term costs and enhance safety and functionality of the Township's facilities. By investing in these upgrades, the Township will ensure a safer and more efficient environment for both staff and the community while preserving valuable resources.</p> |

| Funding Source | |
|----------------|---------------|
| Levy | 53,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 53,000 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | √ |
| 2029 | √ |
| 2030 | √ |
| 2031 | √ |
| 2032 | √ |
| 2033 | √ |
| 2034 | √ |
| 2035 | √ |

| Additional Information | |
|---|-----------|
| Air Handling Units and Gas Service Line | \$ 53,000 |

| Project # | Project Name | Project Type |
|-----------|-----------------------------|--------------|
| C.1 | Cemetery Storage Facilities | Continuation |

| Department | Project Manager | Location |
|------------|-------------------------------------|--------------------|
| Cemetery | Manager of Operations (Richard Nan) | Various Cemeteries |

| Project Rationale |
|---|
| <p>Overview: The Township is responsible for the maintenance and operation of 10 cemeteries, each crucial for cemetery upkeep and interment preparations. The existing storage, essential for housing equipment and materials used in cemetery maintenance, are in a state of significant disrepair. A joint inspection with the building official has highlighted an urgent need for their replacement. The deteriorated cinder block supports have led to structural issues, including mold and extensive deterioration. The proposed project will involve the removal of the existing shed, construction of a new foundation, and installation of a new 10x12 storage facility, replacement of electrical and water pump with an estimated cost of \$28,800.</p> <p>Key Objectives:</p> <p>Safety: Ensure the safety of staff by replacing the deteriorated storage facility and eliminating hazards associated with mold and structural instability.</p> <p>Efficiency: Enhance the operational efficiency of the cemetery by providing a secure and functional storage space for essential tools and materials.</p> <p>Sustainability: Improve the long-term viability of cemetery operations through durable and weather-resistant storage for equipment and materials.</p> <p>Risks and Benefits:</p> <p>Operational Continuity and Efficiency: Not replacing the deteriorated sheds will continue to disrupt cemetery maintenance by limiting the secure storage of essential tools and materials, potentially delaying operations. The new shed will improve the efficiency of maintenance tasks, providing a secure and organized space for equipment, ensuring smooth operations.</p> <p>Safety and Functionality: Failure to replace the storage facility increases the risk of accidents due to mold exposure and structural instability, putting staff at risk. The new shed will eliminate these hazards, ensuring a safer working environment while providing functional storage that meets the operational needs of cemetery maintenance.</p> <p>Cost Savings: The deterioration of the current sheds will result in more frequent repairs, leading to higher maintenance costs. By replacing the sheds, the Township will prevent escalating repair expenses and incur fewer long-term maintenance costs.</p> <p>Sustainability and Long-Term Viability: Not addressing the deteriorating storage facility could compromise the long-term viability of cemetery operations, affecting the ability to store equipment securely. The project will provide weather-resistant, durable storage that extends the lifespan of the facility, equipment and materials.</p> <p>Conclusion: The need to replace the deteriorated storage sheds at the cemeteries is urgent. The proposed project will provide improved infrastructure, enhance operational efficiency, mitigate risks, and offer long-term cost savings. The investment is essential for maintaining the Township's cemeteries and safeguarding the equipment and materials required for their upkeep.</p> |

| Funding Source | |
|----------------|---------------|
| Levy | 28,800 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 28,800 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | |
| 2029 | |
| 2030 | |
| 2031 | |
| 2032 | |
| 2033 | |
| 2034 | |
| 2035 | |

| Additional Information |
|--|
| Storage Facility with Electrical and Water Pump - \$28,800 |

| Project # | Project Name | Project Type |
|-----------|--|--------------------|
| C.3 | Cemetery Fleet and Equipment Replacement | Annual (As Needed) |

| Department | Project Manager | Location |
|------------|-------------------------------------|----------|
| Cemetery | Manager of Operations (Richard Nan) | Various |

| Project Rationale |
|--|
| <p>Overview: The Cemetery Fleet and Equipment Replacement project is on-going initiative aimed at maintaining and replacing aging equipment used for cemetery maintenance across all Township cemeteries. This includes mowers, tractors, and other machinery necessary for maintaining the grounds, closing graves, and other essential tasks. The project ensures that equipment is regularly assessed and replaced to avoid excessive repair costs, enhance operational efficiency, and maintain the quality of services provided to the community. The 2026 project includes the replacement of the 2014 3500 series dual wheel 4x4 truck with aluminum box.</p> <p>Key Objectives:</p> <p>Safety: Ensure the use of reliable and well-maintained equipment to minimize the risk of accidents or injuries to staff.</p> <p>Efficiency: Replace aging and inefficient equipment with modern machinery that improves operational productivity and reduces downtime.</p> <p>Sustainability: Implement a proactive approach to equipment replacement, ensuring long-term sustainability by reducing repair costs and minimizing the environmental impact of inefficient equipment.</p> <p>Risks and Benefits:</p> <p>Safety and Risk Mitigation: Failure to replace the aging equipment may lead to an increase in breakdowns and potential accidents, jeopardizing the safety of cemetery staff. By replacing fleet and equipment, the project ensures the use of reliable, modern equipment, minimizing safety risks and reducing the likelihood of accidents or injury during cemetery operations.</p> <p>Operational Efficiency and Productivity: Not replacing the outdated machinery would result in continued inefficiency, requiring more frequent repairs, longer downtimes, and increased labor hours to maintain the equipment. The replacement of aging equipment with new, modern machinery will improve operational productivity, streamline cemetery maintenance tasks, and reduce downtime, ensuring that the Township can provide timely and effective services.</p> <p>Cost Savings and Long-Term Viability: Maintaining old, inefficient equipment is costly, with frequent repairs and high maintenance demands. The project offers cost savings in the long run by replacing older machines with more efficient and durable equipment, reducing repair costs in the future.</p> <p>Environmental Impact and Sustainability: Aging equipment typically has higher emissions and increased fuel consumption, leading to a greater environmental impact. The replacement equipment will be more energy-efficient, environmentally friendly, supporting the Township's sustainability goals by reducing its environmental footprint.</p> <p>Conclusion: The Cemetery Fleet and Equipment Replacement project ensures that the Township's cemetery operations are conducted safely, efficiently, and sustainably. By replacing aging equipment, the Township can reduce costs, improve staff safety, and maintain the high standards expected by the community.</p> |

| Funding Source | |
|----------------|----------------|
| Levy | 115,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 115,000 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | √ |
| 2028 | |
| 2029 | √ |
| 2030 | √ |
| 2031 | |
| 2032 | |
| 2033 | |
| 2034 | √ |
| 2035 | |

| Additional Information | |
|---|------------|
| 2026 Crew Cab 3500 Series with Dump Box | \$ 115,000 |

| Project # | Project Name | Project Type |
|-----------|-------------------------|--------------|
| R.2 | Soccer Net Replacements | Replacements |

| Department | Project Manager | Location |
|------------|-------------------------------------|--------------------|
| Recreation | Manager of Operations (Richard Nan) | Recreation Complex |

| Project Rationale |
|---|
| <p>Overview: The Township currently has six soccer fields that utilize permanent goals made of 4x4 wooden posts cemented into the ground. Over time, these posts have twisted and deteriorated, creating potential safety concerns and reducing the quality of play. Staff are recommending that the existing wooden goals be replaced with powder-coated steel units for improved safety, durability, and ease of maintenance.</p> <p>Key Objectives:</p> <p>Safety: Improve the safety of Township soccer facilities by replacing deteriorated wooden goals with structurally sound, powder-coated steel units that meet current safety standards.</p> <p>Efficiency: Enhance maintenance efficiency and reliability by installing modern steel goals that resist weathering, require less upkeep, and remain stable over time.</p> <p>Sustainability: Ensure the long-term sustainability of the Township's soccer fields through the use of durable, high-quality materials designed for extended service life and lower lifecycle costs.</p> <p>Risks and Benefits:</p> <p>Operational Continuity and Efficiency: If left unaddressed, the continued deterioration of the existing wooden soccer goals could pose safety risks and result in higher maintenance costs. Replacing them with steel structures will improve safety, extend the useful life of Township assets, and reduce staff maintenance efforts over time.</p> <p>Safety and Functionality: The replacement of damaged and twisting wooden goals will eliminate potential hazards for players and spectators. The new powder-coated steel goals will provide a more secure, stable, and professional playing environment.</p> <p>Community Experience and Aesthetics: Modern, well-maintained soccer goals will enhance the overall look and functionality of Township fields, improving the experience for players, teams, and spectators while supporting increased participation in recreational sports.</p> <p>Conclusion: The Soccer Net Replacement Project will modernize the Township's soccer facilities by replacing deteriorating wooden goals with powder-coated steel units. This initiative will significantly improve safety, reduce maintenance costs, and enhance the overall quality of Township recreational infrastructure. The project represents a proactive investment in the long-term sustainability and usability of the Township's sports amenities.</p> |

| Funding Source | |
|----------------|---------------|
| Levy | 60,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 60,000 |

| Timelines | |
|-----------|---|
| 2026 | √ |
| 2027 | |
| 2028 | |
| 2029 | |
| 2030 | |
| 2031 | |
| 2032 | |
| 2033 | |
| 2034 | |
| 2035 | |

| Additional Information | |
|-------------------------|-----------|
| Soccer Net Replacements | \$ 60,000 |

| Project # | Project Name | Project Type |
|-----------|-----------------------------|--------------|
| R.3 | Soil Screen and Top Dresser | New |

| Department | Project Manager | Location |
|------------|-------------------------------------|----------|
| Recreation | Manager of Operations (Richard Nan) | Various |

| Project Rationale |
|---|
| <p>Overview: Due to new soil management legislation, Township staff have been stockpiling excess material from capital projects and internal ditching operations. To maximize the reuse of this material, staff propose purchasing equipment that will allow for efficient screening and preparation of high-quality topsoil for use across Township facilities. Currently, screening estimates for the existing stockpile range between \$50,000 and \$60,000. Rather than contracting out this work, the Township proposes purchasing a portable vibratory topsoil screen that can be operated by staff as needed. This equipment will separate rocks, weeds, and debris, producing clean topsoil suitable for use in Township cemeteries, soccer fields, and ball diamonds. Once processed, and if soil test results are favourable, surplus material could be sold or provided to residents and community partners. Additionally, staff propose purchasing a two-cubic-yard tow-behind manual top dresser to evenly distribute the screened soil across Township sports fields. The top dresser can apply both light and heavy layers of topdressing, depending on field conditions, and will enhance turf health and playability following aeration. Both pieces of equipment are portable, require no electrical or hydraulic connections, and can also be made available for rent to neighbouring municipalities.</p> <p>Key Objectives:</p> <p>Safety: The project will improve the safety and playability of Township sports fields by providing a more consistent and level playing surface. Applying screened topsoil allows staff to fill low areas, eliminate uneven ground, and reduce tripping hazards. The cleaner, rock-free topsoil will also help maintain healthier turf, reducing bare spots that can contribute to slips or falls.</p> <p>Efficiency: The proposed equipment is portable and easy to operate, allowing staff to screen and apply topsoil as needed throughout the season. This flexibility reduces dependence on contractors and ensures Township staff can respond efficiently to soil and turf maintenance needs.</p> <p>Sustainability: By processing and reusing existing excess soil, the Township can reduce waste, avoid unnecessary disposal costs, and minimize the need to purchase commercial topsoil. This approach supports the Township's long-term sustainability goals by promoting responsible resource use and improving the quality of recreational and cemetery grounds.</p> <p>Risks and Benefits:</p> <p>Benefit: The project allows the Township to convert surplus soil into a valuable resource, producing screened topsoil for use in maintaining and improving sports fields and other green spaces.</p> <p>Cost Efficiency: Owning the screening and topdressing equipment enables staff to process material at any time during the season, significantly reducing external screening costs and soil purchase expenses.</p> <p>Environmental Impact and Sustainability: Reusing excess soil helps reduce landfill use and promotes environmentally responsible material management. The Township will be able to turn a disposal liability into a reusable asset for community benefit.</p> <p>Conclusion: The Soil Screen and Top Dresser Project presents an opportunity for the Township to convert surplus soil into a valuable resource for maintaining and improving community spaces. Purchasing a portable vibratory screen and a manual tow-behind top dresser will enable staff to produce and apply high-quality topsoil cost-effectively, reduce waste, and enhance the sustainability of Township operations. This investment will lower soil purchasing and disposal costs, improve field conditions, and support long-term environmental stewardship across Township facilities.</p> |

| Funding Source | |
|----------------|---------------|
| Levy | 43,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL | 43,000 |

| Timelines | |
|-----------|---|
| 2025 | √ |
| 2026 | |
| 2027 | |
| 2028 | |
| 2029 | |
| 2030 | |
| 2031 | |
| 2032 | |
| 2033 | |
| 2034 | |

| Additional Information | |
|---------------------------|------------------|
| Vibratory Top Soil Screen | \$ 11,000 |
| Top Dresser | \$ 32,000 |
| | <u>\$ 43,000</u> |

FIRE STAFF REPORT

FSR-005/2025

TO: Mayor Grant & Members of Council
FROM: M. Alcock, Fire Chief/CEMC
DATE OF MEETING: December 9, 2025
SUBJECT: Community Risk Assessment

RECOMMENDATION(S):

THAT Fire Staff Report FSR-005/2025, respecting the Community Risk Assessment, be received for information.

EXECUTIVE SUMMARY:

The purpose of this report is to inform Council that the Community Risk Assessment (CRA) for the Township of Wainfleet has been completed, in accordance with Ontario Regulation 378/18.

BACKGROUND:

In 2018, the Province of Ontario enacted Ontario Regulation 378/18, *Community Risk Assessments*, mandating that all municipalities complete a Community Risk Assessment (CRA) based on nine required community profiles. The purpose of the CRA is to identify, analyze, evaluate, prioritize public safety risks, and to guide decisions regarding the delivery of fire protection services within the municipality.

Council will use this CRA document and its connection with the Fire Master Plan to assist in determining the level of fire protection services for the Township. The selected levels of service (LOS) for fire protection shall be used to inform the Township's asset management program and analysis.

OPTIONS/DISCUSSION:

Emergency Management Group, in consultation with the Wainfleet Fire and Emergency Services (WFES) staff, have finalized the CRA following a comprehensive review of local demographics, building stock, geography, critical infrastructure, historical incident data, and community-specific hazards.

The completed CRA (Summary report attached as Appendix "A") provides an objective overview of community risks and will serve as a foundational document for future planning, including the Master Fire Plan, updates to the Establishing & Regulating Bylaw and the forthcoming Standards of Cover.

FINANCIAL CONSIDERATIONS:

There are no financial implications associated with this report.

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 type="checkbox"/> Operations |
| <input type="checkbox"/> Fire | <input type="checkbox"/> Other: |

ATTACHMENTS:

- 1) Appendix "A" – Community Risk Assessment Summary Report

Respectfully submitted by,

Approved by,

Morgan Alcock
Fire Chief/CEMC

Mallory Luey
Chief Administrative Officer

APPENDIX "A"

This page has been intentionally left blank.

2025



Emergency
Management
Group⁺

Township of Wainfleet Community Risk Assessment



The TOWNSHIP of
WAINFLEET



www.emergencymgt.com
info@emergencymgt.com



888.421.0665
705.719.9007



Darryl Culley, President

PREFACE

A community risk assessment document is an essential tool used to identify and prioritize potential risks within a community. It typically involves a structured process that includes:

- **Risk Identification:** Assessing potential risks that could impact the community.
- **Risk Prioritization:** Ranking these risks based on their potential impact and likelihood.
- **Planning for Mitigation:** Creating strategies and gathering resources to address identified risks effectively.

This process is vital for emergency preparedness and assists communities in proactively managing risks to improve safety and resilience.

This Community Risk Assessment confirms that the Township of Wainfleet complies with O. Reg. 378/18, Community Risk Assessments. This document also serves as a guide to help develop a Fire Master Plan that addresses the strengths, threats, and vulnerabilities specific to the Township, with the goal of protecting lives, the environment, and property.

Copyright

This document's contents, 2025 edition, are protected by copyright (©) and remain the property of the Township of Wainfleet and Emergency Management Group Inc. of Barrie, ON. The reproduction, distribution, or use of this document, in whole or in part, without written permission from any party other than those mentioned above, is strictly prohibited.

ACRONYMS

| | |
|--------|--|
| AODA | Accessibility for Ontarians with Disabilities Act |
| CACC | Central Ambulance Communications Centre |
| CBRNE | Chemical, biological, radiological, nuclear, and explosive |
| CBSA | Canada Border Services Agency |
| CEMC | Community Emergency Management Coordinator |
| CERB | Central Emergency Reporting Bureau |
| CRA | Community Risk Assessment |
| CRRP | Community Risk Reduction Plan |
| E&R | Establishing and Regulating (By-law) |
| EMCPA | Emergency Management and Civil Protection Act |
| EMG | Emergency Management Group Inc. |
| EOC | Emergency Operations Centre |
| EPRU | Emergency Preparedness and Response Unit |
| ERP | Emergency Response Plan |
| ESA | Electrical Safety Authority |
| HAZMAT | Hazardous Material |
| IMS | Incident Management System |
| MPAC | Municipal Property Assessment Corporation |
| NEMS | Niagara Emergency Medical Services (EMS) |
| NPCA | Niagara Peninsula Conservation Authority |
| NRPS | Niagara Regional Police Service |

ACRONYMS

| | |
|--------------|--|
| OBC | Ontario Building Code |
| OFC | Ontario Fire Code |
| OFM | Office of the Fire Marshal |
| OPP | Ontario Provincial Police |
| PFLSE | Public Fire and Life Safety Educator |
| RSMP | Risk and Safety Management Plan |
| SOG | Standard Operating Guideline |
| TSSA | Technical Standards and Safety Authority |
| UTV | Utility Terrain Vehicle |
| WFES | Wainfleet Fire & Emergency Services |
| WETT | Wood Energy Technology Transfer |

Introduction



INTRODUCTION

A Community Risk Assessment (CRA) gives municipalities and their fire services the information needed to make informed decisions about fire protection and public safety. This CRA was prepared by Emergency Management Group Inc. (EMG) for the Township of Wainfleet and Wainfleet Fire and Emergency Services (WFES).

It complies with Ontario Regulation 378/18 under the Fire Protection and Prevention Act, which requires municipalities to complete a new CRA every five years. The CRA is both a legislative requirement and a valuable planning tool, helping Council and WFES set priorities that best protect residents, visitors, and property.

This report is organized into two sections:

Section One - General Risk Overview

A high-level overview of the community and key risks.

Section Two - Appendices

Supporting data, worksheets, and reference material.

Council and residents may wish to focus on Section One for an overview of the Township's risks, while Sections Two and Three provide the technical details that support the analysis.

Community Overview

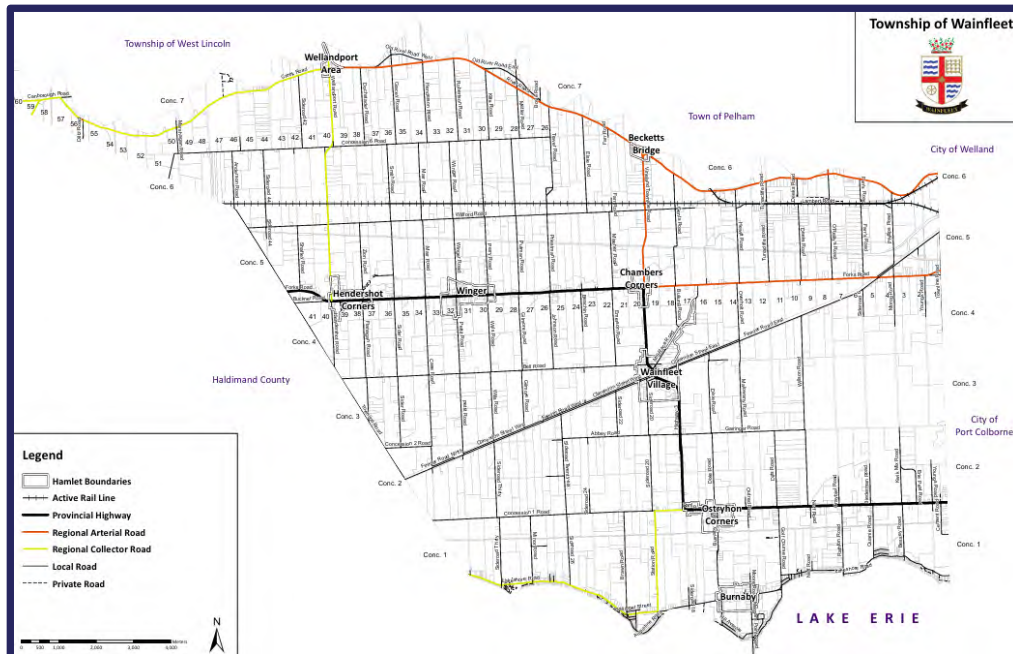
The Township of Wainfleet is a rural community located in Ontario's Southern Niagara region. It is home to just under 7,000 residents (2021 census) and is expected to grow to approximately 8,200 by 2031. Covering 217 square kilometres, the Township includes over nine kilometres of Lake Erie shoreline and another 20 kilometres of shoreline along the Welland River.

Wainfleet includes several villages and hamlets, including Attercliffe, Long Beach, Morgan's Point, Wellandport, and Winger. The Township is bordered by Haldimand County to the west, Welland and Port Colborne to the east, and Lake Erie to the south.

FIGURE #1: MAP OF THE WELLAND RIVER ROUTE THROUGH WAINFLEET



FIGURE #2: MAP OF THE TOWNSHIP OF WAINFLEET



The community is known for its rural lifestyle, agricultural base, and strong tourism draw, particularly in the summer months. Visitors are attracted to Long Beach, Camelot Beach, Willow Bay, and other shoreline areas. Many shoreline properties are seasonal rentals, creating population surges during the warmer months.

Key features of the Township include:

Tourism & Recreation

Wainfleet offers public beaches (Reebs Bay and Regional Beach), several conservation areas (Chippewa Creek Conservation Area and Long Beach Conservation Area), and part of the historic Talbot Trail. Marshville Heritage Village is a popular living history museum recreating 19th-century Ontario life.

Agriculture

Farming is a cornerstone of the local economy, with livestock operations, crop farming, and grain storage facilities spread across the Township.

Transportation

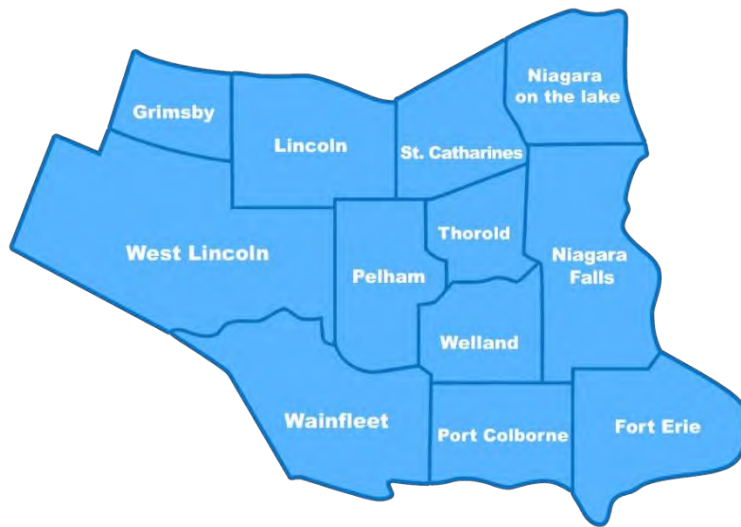
The Niagara Central Dorothy Rungeling Airport (in nearby Pelham) is co-owned by several municipalities including Wainfleet. Three rail lines and multiple county roads also run through the Township, creating both opportunities and risks.

Conservation & Natural Features

The Niagara Peninsula Conservation Authority operates camping and recreational areas at Long Beach and Chippawa Creek and also responsible for Morgans point, Wainfleet wetlands (quarry), the Wainfleet bog, and the Gord Harry trail.

Wainfleet's growth, seasonal population changes, agricultural sector, and transportation corridors all contribute to the Township's unique risk profile, which this CRA examines in detail.

FIGURE #3: TOWNSHIP OF WAINFLEET LOCATION WITHIN NIAGARA REGION



What is Risk?

Every community faces risks — from house fires and vehicle collisions to severe weather and industrial accidents. A CRA helps us understand:

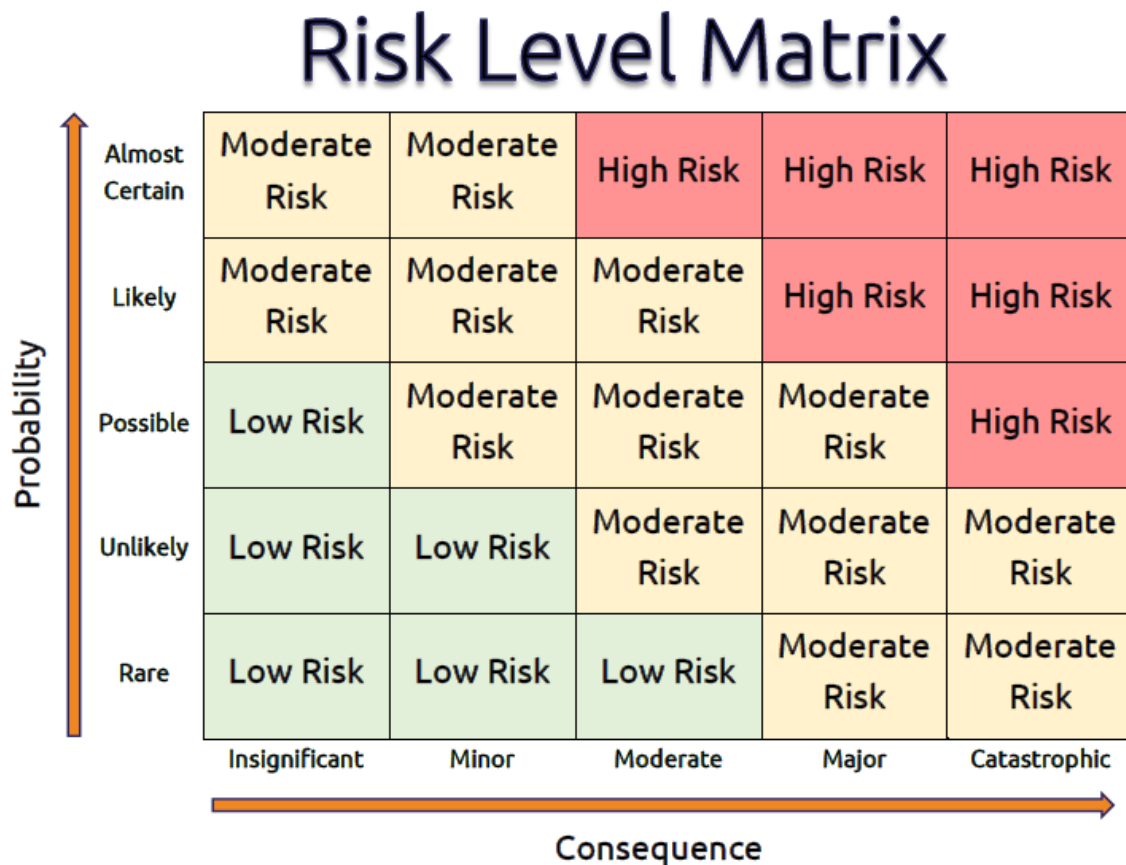
- What could happen (the hazard or threat),
- How likely it is to occur (probability), and
- How serious the outcome could be (consequences).

By looking at both probability and consequence, we can see which risks pose the greatest threat to Wainfleet. This process allows Council and Wainfleet Fire and Emergency Services (WFES) to make informed decisions about where to focus time, resources, and planning.

Once risks are identified, fire protection in Ontario is addressed through what is known as the Three Lines of Defence. These are the three main strategies communities use to manage and reduce risk:

To develop an effective community fire and life safety program, the OFM identifies a fire protection planning strategy called the “Three Lines of Defence” (see TABLE #1). Using this strategy highlights the importance of recognizing that there are options for creating a successful community safety plan through education, code enforcement, and emergency response. While emergency response will always be necessary, it is a reactive measure. A fire service must actively enhance public fire safety programs within the community.

FIGURE #4: RISK LEVEL MATRIX



Risk is defined as a measure of the probability and consequence of an adverse effect to health, property, organization, environment, or community as a result of an event, activity or operation.

Probability

The probability or likelihood of a fire or emergency within a community is often estimated based on the frequency of previous experiences. A review of past events involves considering relevant historical fire loss data, learning from the experiences of other communities, and consulting members of the community with extensive historical knowledge. Professional judgment based on experience should also be exercised in combination with historical information to estimate probability levels. The probability of an event can be categorized into five levels of likelihood:

Probability Levels

| Description | Specifics |
|----------------|--|
| Rare | <ul style="list-style-type: none">• may occur in exceptional circumstances• no incidents in the past 15 years |
| Unlikely | <ul style="list-style-type: none">• could occur at some time, especially if circumstances change• 5 to 15 years since the last incident |
| Possible | <ul style="list-style-type: none">• might occur under current circumstances• 1 incident in the past 5 years |
| Likely | <ul style="list-style-type: none">• will probably occur at some time under current circumstances• multiple or recurring incidents in the past 5 years |
| Almost Certain | <ul style="list-style-type: none">• expected to occur in most circumstances unless circumstances change• multiple or recurring incidents in the past year |

Consequence

The consequence of a fire or emergency is the potential losses or negative outcomes associated with the event. The application of professional judgment and reviews of past occurrences are important methods used for determining consequence levels. Estimating the consequence level of an incident or event should involve an evaluation of four components:

- **Life Safety:** Injuries or loss of life due to occupant and firefighter exposure to life threatening fire or other situations.
- **Property Loss:** Monetary losses relating to private and public buildings, property content, irreplaceable assets, significant historic/symbolic landmarks and critical infrastructure.
- **Economic Impact:** Monetary losses associated with property income, business closures, a downturn in tourism and/or tax assessment value, and employment layoffs.
- **Environmental Impact:** Harm to human and non-human (i.e. wildlife, fish and vegetation) species of life and a general decline in quality of life within the community due to air/water/soil contamination as a result of the incident and response activities.

The consequence of an event can be categorized into five levels based on severity:

Consequence Levels

| Description | Specifics |
|---------------|--|
| Insignificant | <ul style="list-style-type: none"> • no life safety issue • limited valued or no property loss • no impact to local economy, and/or • no effect on general living conditions |
| Minor | <ul style="list-style-type: none"> • potential risk to life safety of occupants • minor property loss • minimal disruption to business activity, and/or • minimal impact on general living conditions |
| Moderate | <ul style="list-style-type: none"> • threat to life safety of occupants • moderate property loss • poses threat to small local businesses, and/or • could pose a threat to the quality of the environment |
| Major | <ul style="list-style-type: none"> • potential for a large loss of life • would result in significant property damage • significant threat to large businesses, local economy and tourism, and/or • impact to the environment would result in a short term, partial evacuation of local residents and businesses |
| Catastrophic | <ul style="list-style-type: none"> • significant loss of life • multiple property damage to a significant portion of the municipality • long-term disruption of businesses, local employment, and tourism, and/or • environmental damage that would result in long-term evacuation of local residents and businesses |

Community Risk Reduction Plan

Once the CRA is completed and all risks have been identified, developing a CRRP can begin. When correctly implemented, the CRRP coordinates emergency responses with prevention and mitigation efforts across the community and at the fire station level. The participation of fire station personnel is essential for collecting local risk data and implementing activities necessary to execute the CRRP.

Besides the main advantages for the community, a CRRP can have a positive effect on the fire department. The CRRP enhances the safety and health of firefighters and emergency responders, helping to lower line-of-duty deaths.

Besides firefighter safety, there are several other reasons why departments should start developing a CRRP. These include:

- The identification of new and emerging hazards, along with mitigation strategies, enhances community safety.
- Declining budgets among fire departments and local governments lead to better resource allocation.
- The rapidly changing demographics of the community.
- It involves community members.
- High-risk residents often remain underserved.
- May help prevent the potential consequences of hazards that are ignored or not fully addressed.
- It better explains the fire department's purpose and value within the community beyond just fighting fires.

A CRRP is not solely the responsibility of fire prevention personnel; it also involves all members of the fire department. There are several steps in developing a CRRP, two of which have been identified and completed in this CRA (i.e., Identifying and Prioritizing Risks). The steps are:

1. **Identification and Prioritization** – After completing the CRA, identify the various community risks and the priorities established, then document the results for use in the remaining planning stages. The document should be clear and concise, allowing the reader to understand the risks and which ones should be given the highest priority, without being overly complex or detailed.

During this process, keep the following in mind:

- Why and how the risk occurs, and sometimes when.
- Who is most affected by the risk and why?
- How do the community and fire department respond to the threat?
- What about this risk that makes it higher than the others?

2. **Develop Mitigation Strategies and Tactics** – This requires input from various individuals involved, including those most affected by the risk. It will necessitate decisions to determine which tactics and strategies are needed to prevent and mitigate the highest priority risks. Stakeholder involvement is essential and should be part of the decision-making process.

During the development of the plan, the five elements include:

- i. **Education** - Determining the appropriate type and mix of educational messaging necessary to inform the public and effect behavioural change. More comprehensive education through various social media platforms.
 - ii. **Enforcement** - Determining whether stricter enforcement actions are needed or if new codes and standards should be adopted. Informing the public about successful convictions through the justice system.
 - iii. **Engineering** – Assess whether engineering or technological solutions can address the identified risk(s).
 - iv. **Emergency Response** – This may necessitate modifications to the protocols, SOGs, and policies to address specific risks. Fulfilling these requirements might involve additional resources such as stations, apparatus, equipment, staffing, and/or improved training levels.
 - v. **Economic Incentive** – Assessing whether financial incentives will boost compliance or raise awareness of community needs.
3. **Prepare the CRRP** – Once risks are identified, prioritized, and prevention and mitigation strategies are determined, it will be necessary to develop a written plan.
 4. **Implementation of the CRRP** – Putting the completed CRRP into action involves several steps. This process should include timelines that can be quick and focused or slow and methodical. The implementation may depend on the fire department, community partners, or a combination of both.

5. **Monitor the progress, evaluate your findings, and modify the CRRP.** The final step involves tracking and assessing the plan's effectiveness and adjusting as needed. This process helps the organization determine whether it is achieving its desired goals and if the project is impacting them. Ongoing monitoring allows for timely plan modifications.

The CRRP acts as a gateway to transforming fire service culture. It demands support from the council, a clear vision, and strong leadership to promote necessary change and guide the process. A successful CRRP will attract additional resources through partnerships within the fire service and the community it serves. The community-based approach enhances public safety by encouraging collective efforts to understand, evaluate, and develop inclusive solutions to community safety challenges.

Fire Master Plans, also known as Strategic Plans, form the foundation of a CRRP in many aspects. During development, the plan identifies the risks faced by the fire department while outlining a direction for reducing or mitigating those risks through programs and outcomes that are already established or need to be established.

Having completed the CRA, the Fire Chief will have the information available to make informed decisions on developing and deploying the CRRP.

TABLE #1: OVERVIEW OF THE THREE LINES OF DEFENCE



These three lines of defence work together to reduce both the likelihood and the impact of risks identified in the CRA. For example:

- Public education lowers the chance of a fire starting.
- Enforcement ensures that if a fire does occur, buildings are safer, and damage is limited.
- Emergency response addresses the situation when prevention measures are not enough.

Later in this report, the Lines of Defence table connects specific community risks to the strategies best suited to address them. This framework helps WFES and Council ensure resources are balanced between prevention, enforcement, and response — creating the strongest overall protection for Wainfleet.

Based on nine required sections, the CRA reviews the following:

Geographic Profile

An overview of the township's geography, including topography, waterways, wetlands, and the road network, highlights associated challenges.

Building Stock Profile

This profile offers an assessment of the township's building inventory and the risks linked to each occupancy classification.

Critical Infrastructure Profile

This profile evaluates risks that might exist in a municipality's essential infrastructure, including township services and external resources such as oil and gas, emergency services, and more.

Demographic Profile

This overview details age groups, economic circumstances, visible minorities, Indigenous status, and related risks.

Hazard Profile

This profile highlights the main hazards of the township based on data from the Township's Hazard Identification and Risk Assessment (HIRA).

Public Safety Response Profile

Evaluates the response capabilities of various safety agencies, such as police and EMS, while identifying any issues and concerns. Additionally, other allied non-emergency services, like power, natural gas, and telecommunications, are also reviewed.

Community Services Profile

This reviews services provided to fire departments by non-governmental organizations.

Economic Profile

Examine the main economic sectors that influence the township and are crucial to its financial stability. It also identifies challenges related to the community's economic sustainability in the event of disruptions such as power outages, telecommunications failures, water supply issues, or wastewater problems.

Past Loss and Event History Profile

Reviewing past loss statistics can help identify current and potential future challenges.

Along with the mandatory sections, Fire Marshal Directive 2022-001 requires municipalities to identify the number and locations of lightweight construction structures, as outlined in O. Reg. 217/22. These structures—such as wooden I-beams, lightweight steel frames, engineered components, and roof trusses—can quickly lose integrity in a fire, posing a high risk to occupants and firefighters. This risk is reflected in the Township's risk management table, which categorizes hazards according to likelihood and potential impact, helping guide priorities across the Three Lines of Defence: prevention through education, compliance through enforcement, and protection through emergency response.

Fire departments should annually update and maintain documentation under O. Reg. 378/18, including:

- Modifications to mandatory profiles
- Changes to assigned risk levels or fire protection services
- Any other relevant updates

Any changes identified during the annual assessment must be reflected in the CRA.

***Note:** Due to its confidential nature, access to this report should be handled discreetly. This CRA draws on the Township's Critical Infrastructure and HIRA documents.*

Section 1

Overview of Risks



Emergency
Management
Group*

SECTION ONE – OVERVIEW OF RISKS

This section highlights risks to life safety and outlines recommended approaches to reduce or manage them. Using preferred treatment options, the Fire Chief will develop strategies to address hazards—including public education and Fire Code enforcement—within the level of fire service approved by council. These decisions form the foundation of the Township’s Community Risk Reduction Plan (CRRP).

A thorough review and strategic planning aim to reduce fires, fire-related injuries, and property damage through ongoing fire prevention measures, such as early warning detection systems (e.g., smoke alarms), proactive inspections, and public education programs.

Risk Overview

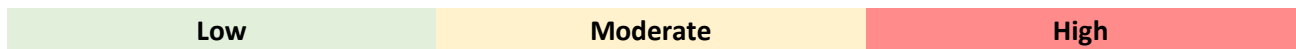
This document identifies potential community risks and offers mitigation options. The National Fire Protection Association (NFPA) 1300, *Standard on Community Risk Assessment and Community Risk Reduction Plan Development*, provides definitions for low, moderate, and high risks:

Low Risk: Unlikely to occur or have a significant impact on life, property, operations, the environment, or economic and social factors. Low risks require periodic monitoring but not immediate action.

Moderate Risk: Within the acceptable risk range but not considered low risk. These risks may require planned mitigation strategies.

High Risk: High probability of occurrence and significant potential impact. High risks are prioritized in developing the CRRP.

Within this document, risk charts are colour-coded and listed from highest to lowest, enabling clear visualization of priorities and guiding the implementation of risk treatment strategies.



Note: The following features are in the order of their level of risk.

| Hazardous Material Incidents | | |
|--|-------------|------------|
| Probability | Consequence | Risk Value |
| Likely | Major | High |
| Summary | | |
| <p>WFES responds at the Operations and Mission Specific Level to hazardous material (HAZMAT) incidents in accordance with NFPA 1072, <i>Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications</i>. The mission-specific qualification limits the department's response scope for all HAZMAT incidents. They are only authorized to perform specific functions to control an incident, which are tailored to the type of incident. As part of the NFPA 1001, I & II (for firefighter qualifications), firefighters must also complete NFPA 1072.</p> <p>HAZMAT incidents pose a serious threat to the Township because railways, main highways, and county roads run through it. Although Wainfleet has few industries, these industries might use unknown amounts of hazardous materials in their production, which can lead to significant HAZMAT incidents requiring outside assistance until WFES can respond more effectively.</p> <p>WFES should consider public/private partnerships, response agreements, or joint operations with other fire departments to support the development of its HAZMAT response team, reduce financial strain, and meet human resource needs.</p> | | |

| Bodies of Water | | |
|------------------------|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Likely | Major | High |

Summary

The Township has a history of flooding during severe weather events and the spring thaw, and slippery shorelines could cause someone to slip into the water flow. The WFES provides awareness-level ice and surface water rescue, meaning they stay on shore and do not go onto ice or into the water to rescue someone. In cooperation with the Niagara Peninsula Conservation Authority, the Township should post signs along the shoreline of several inland bodies of water warning of the dangers.

The WFES must identify the types of water rescues and is dedicated to meeting certification deadlines.

The department must improve its rescue capabilities for:

- Surface Water
- Ice
- Swift water
- Flood water

The WFES currently lacks the training and equipment to perform these rescues beyond the awareness level and should develop a mitigation strategy until it can conduct such operations offshore. WFES needs to achieve self-sufficiency in all aspects of water technical rescue, as outlined in NFPA 1006.

| Active Attacker Event | | |
|-----------------------|--------------|------------|
| Probability | Consequence | Risk Value |
| Possible | Catastrophic | High |

Summary

Active Attacker Event- The threat of domestic terrorism exists in Canada, with numerous incidents causing chaos and fear among the population. Active shooter events may occur in factories, schools, supermarkets, and other facilities. Incidents have taken place in several Canadian cities with devastating consequences.

NFPA 3000 – *Standard for an Active Shooter/Hostile Event Response Program*, defines Active Shooter/Hostile Event Response as:

“an incident where one or more individuals are or have been actively engaged in harming, killing, or attempting to kill people in a populated area by means such as firearms, explosives, toxic substances, vehicles, edged weapons, fire, or a combination thereof.”

It further describes the Program as

“a community-based approach to preparedness, mitigation, response, and recovery from an Active Shooter/ Hostile Event Response incident, including public or private partnerships, emergency management, the medical community, emergency responders, and the public.”

Too often, communities wait until a catastrophic event that results in loss of life before recognizing the importance of public education and preparedness for such incidents. Terrorist attacks frequently target individuals based on identifying with a certain religious faith, or conversely, not being part of a particular faith

The WFES must have Standard Operating Guidelines (SOGs), policies, training, and response protocols to prepare its members for a domestic terrorism incident. These events could include hostage situations, mass casualties, or suspicious packages.

The Township needs to train staff on procedures to follow in the event of an active shooter incident, including identifying the “safe room” where walls are resistant to the penetration of munitions.

| Lithium-ion Batteries | | |
|---|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Likely | Major | High |
| Summary | | |
| <p>Rechargeable lithium-ion batteries, also known as Li-ion batteries, are commonly used in rechargeable devices and are generally considered safe for use. Recently, fires involving lithium-ion batteries have raised concerns, including fatal incidents. Investigations revealed that these fires were caused by charging scooter batteries and other battery-powered devices such as cell phones and laptops.</p> <p>Although electric vehicle fires are less common than those of conventional vehicles, the main concern is their severity. They often start from a collision that damages the battery housing or wiring, which can lead to ignition. Exposure of a battery to excessive heat or a puncture in its case can cause an internal short circuit. This short circuit generates heat, triggering a chemical reaction. The heat then accelerates the reaction, creating a feedback loop. This process, known as "thermal runaway," can result in a domino effect. The heat from a failing cell can spread to nearby cells, making them also thermally unstable. This chain reaction can destroy the entire battery pack within seconds and may even lead to explosions.</p> <p>Challenges in fighting these fires include:</p> <ul style="list-style-type: none"> • Due to their intensity, they require large quantities of water to extinguish. Firefighters might need more than 60,000 litres (13,198 imp gal) of water and a flow rate of 1100 litres (241 imp gal) per minute to put out an electric vehicle fire. • Firefighters also need to prevent water from flowing into drains because it collects toxins from burning batteries. • During an electric vehicle fire, the battery releases various chemicals, including toxic gases like carbon monoxide and hydrogen cyanide, which can be deadly to humans. • Electric vehicle fires can reignite minutes, hours, or even days after they first occur. • The WFES must ensure all SOGs, policies, and training are up to date and should utilize training provided by external sources. Training must include recognizing the risks of piercing the battery case and exposing it to water. | | |

| Oil and Gas Wells | | |
|---|--------------|------------|
| Probability | Consequence | Risk Value |
| Possible | Catastrophic | High |
| Summary | | |
| <p>According to the MNR Oil & Gas Well Registry, about 340 oil and gas wells have been documented within Wainfleet. There may be more that lack records. The risks related to these wells in southern Ontario include potential leaks, hydrogen sulphide releases, high pressure, flammability, land subsidence, and blowouts. These hazards can greatly threaten public safety and the environment. The Ontario government is actively tackling these issues through various initiatives, such as investing in a province-wide strategy to locate and seal old wells and conducting research to better understand the risks they pose.</p> <p>The following are some of the potential risks associated with oil and gas wells in Ontario:</p> <ul style="list-style-type: none"> • Leaking Wells: If fluids escape from the well, it may cause surface indicators like soil staining and vegetation die-off. • Hydrogen Sulphide: A poisonous gas that can be released from leaking wells, which has a rotten egg smell. • Explosions: Abandoned gas wells can lead to explosions, as seen in recent incidents. • Environmental Contamination: Inactive wells can leak fluids and chemicals, contaminating soil and groundwater, which may affect air quality. • Public Safety Risks: The Ministry of Natural Resources and Forestry administers programs to address the risks posed by abandoned wells. <p>These factors highlight the importance of proper management and monitoring of oil and gas wells in Ontario.</p> <p>Fire departments in Ontario need to be ready to respond to oil and gas well fires, as they can pose major risks to public safety and the environment. The following are the key actions that WFES should take.</p> <p>These steps are crucial for protecting first responders, the community, and the environment from pollution and damage. Fire departments should be adequately trained and equipped to handle such emergencies effectively.</p> | | |

| Railways | | |
|---|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Likely | Major | High |
| Summary | | |
| <p>Three rail lines carry freight and dangerous goods through the Township. The risks include vehicle and pedestrian accidents, derailments, and HAZMAT incidents. Fires are ongoing concerns, particularly in the engine, due to mechanical failures. The primary risks to the public involve unauthorized access to railway property, where individuals may unintentionally trespass and sustain injuries. Security threats are also present, given the extensive rail network and the movement of goods across it.</p> <p>Rail Safety Month is observed every September as a national campaign that highlights rail safety and the dangers of ignoring railway signals. During this period, public education on rail safety is crucial for raising awareness about the importance of adhering to safety rules around railway tracks. It's vital to decrease collisions, fatalities, and injuries at highway-rail crossings and to prevent trespassing on or near railway tracks.</p> <p>The WFES must have mitigation strategies in place for any potential incidents involving rail travel. Copies of the Emergency Response Plans for each rail line, if available, should be included in the appendix of the Niagara West Emergency Plan. Members of the Township's Emergency Control Group need to participate in training sessions related to rail incidents. Conducting joint fire mitigation training involving a fire engine would be beneficial.</p> <p>The Township must prepare for rail incidents, including evacuating residents in the event of a HAZMAT incident. There is a risk of a mass casualty event occurring.</p> | | |

| Agriculture (Livestock) | | |
|--|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Likely | Moderate | Moderate |
| Summary | | |
| <p>Farming continues to be a vital part of Wainfleet's economy, serving as one of the community's main pillars. The agricultural sector remains robust, and agricultural output continues to form a strong economic foundation. However, concerns persist about the impact of urban sprawl on existing farmland, which could jeopardize the sustainability of this economic driver.</p> <p>Many first responders are unfamiliar with managing animals during a barn fire or MVC involving livestock, which can make the scene more dangerous or difficult. Farmers often try to rescue animals, risking serious injury or death. Having emergency livestock plans prepared beforehand can greatly reduce these risks. Community help might include groups such as Animal Control, law enforcement, and veterinarians.</p> <p>The WFES could register members in an animal rescue course, who could then share their learning experiences with the entire department. It would be advisable for any animal rescue training to comply with NFPS NFPA 1006 – Animal Technical Rescue. If the department chooses to get involved with animal rescues, it may need to acquire rescue equipment and develop SOGs, procedures, and training for livestock rescue and handling.</p> <p>Farmers should be encouraged to create a livestock emergency and evacuation plan for fires or other emergencies that require herd movement.</p> | | |

| Agriculture (Silo & Grain Bin Rescues) | | |
|---|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Possible | Major | Moderate |
| Summary | | |
| <p>Farming activities involve risks such as falling, collapsing, or becoming trapped in silos and grain bins. These confined spaces can generate toxic, oxygen-deficient atmospheres that may quickly incapacitate anyone who enters, potentially resulting in death or serious injuries. Rescue operations in silos and grain bins require specialized training. WFES lacks the necessary skills to carry out these technical rescues.</p> <p>Although WFES has limited rescue resources, it must ensure that SOGs, policies, and training comply with NFPA 1006 and Section 21 Guidance Note 6-5 on Confined Space Rescue and 6-31 on Agricultural Silos. While the department has some members who have taken the training through the Canadian Agricultural Safety Association (CASA) Be Grain Safe program, it would be beneficial to send additional members. There is a need for a confined space technical rescue team in Wainfleet that is trained to the technician level, as specified by NFPA 1006.</p> | | |

| Agriculture (HAZMAT) | | |
|--|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Unlikely | Moderate | Moderate |
| Summary | | |
| <p>Farm operations pose numerous risks to firefighters and the public, including HAZMAT incidents.</p> <p>Farms face various risks from hazardous materials such as pesticides, herbicides, fertilizers, and waste products like oils and batteries. These substances can cause health problems like poisoning, burns, and respiratory issues if not handled properly. Important safety measures include labelling chemicals, providing clean water for first aid, and ensuring proper disposal through registered contractors.</p> <p>The hazardous risks include hydrogen sulphide, methane, CO, CO2, nitrogen dioxide, anhydrous ammonia, and various pesticides. Protecting firefighters is critically important during these incidents. O. Reg. 63/09 requires that anyone storing a Class A pesticide must provide an annual written notice to the fire department responsible for the area where the pesticide is stored.</p> | | |

| Agriculture (Fire) | | |
|--|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Possible | Major | Moderate |
| Summary | | |
| <p>Barn fires and spontaneous hay combustion are serious worries for farmers that can cause major financial losses, damage to equipment and livestock, business disruptions, decreased production, and significant stress on families. Additionally, these fires often need large amounts of water that might not be readily available nearby.</p> <p>This is due to the constantly changing weather patterns Ontario experiences during summer. Hay not dried to its ideal moisture content—between 12% and 15% for large bales and 15% to 18% for small bales—may ignite. Failing to do so can cause the forage to heat up and ignite in what is known as spontaneous combustion.</p> <p>The Ontario Ministry of Agriculture, Food and Agribusiness (OMAFRA) warns farmers that hay harvested during dry conditions in late May may not have cured properly, increasing the risk of fires.</p> <ul style="list-style-type: none"> • Most hay combustion incidents happen within the first three months of storage, with heating reports beginning in mid-June. • Where chemical preservatives are used on bales, firefighters must exercise extreme caution when fighting a hay fire due to the combustion products. Bales treated with preservatives containing ethoxyquin and butylated hydroxytoluene (BHT) release hydrogen cyanide gas at temperatures of around 115 °C (240°F). This gas is extremely deadly.¹⁰ | | |

¹⁰ Preventing and Extinguishing Hay Fires – Ontario Forage Network, accessed August 2025, <https://onforagenetwork.ca/2024/07/16/preventing-and-extinguishing-hay-fires/>

| Technical Rescues | | |
|--|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Likely | Moderate | Moderate |
| Summary | | |
| <p>WFES has identified several technical rescue disciplines outlined in NFPA 1006 that must receive Provincial Certifications by 2028, as detailed in its Establishing and Regulating By-law No. 071-2029, Schedule C. Effective technical rescue operations require the development of Standard Operating Guidelines (SOGs), policies, procedures, equipment, and training tailored to each discipline. All personnel should be trained to at least the awareness level. Individuals who will be directly involved in rescue mitigation need to be taught to the technician level. Some of these, already implemented at the awareness level, do not enable the department to complete rescues without tasks beyond the scope of their training. As an example of confined space risk, the Township has identified various confined spaces through its workplace inspection program and has contracted out entry into those spaces to a third party, any of whom could require the services of WFES to mitigate a confined space rescue.</p> <p>As mentioned earlier, some of the rescues discussed earlier are at the awareness level and do not include a mitigation strategy for rescue operations. The Township needs to establish response agreements to ensure these services are provided. Including this in the Region’s Mutual Aid agreement, which specifies which departments offer specific services, would be beneficial. Additionally, a clause should be added to state that such services may incur costs, and each participating municipality must have provisions in its Fees and Charges By-laws to recover those expenses and specify who is responsible for paying them.</p> <p>Additionally, firefighters must adhere to TSSA compliance during elevator rescues and train some members in elevator rescue techniques. Given the significant costs associated with each discipline, WFES appreciates the Council’s continued support in maintaining a certain level of expertise in technical rescue operations. Technical Rescue personnel trained to the Technician level or Technical Rescue Team should be funded or purchased through agreements. Due to the risk of technical rescue incidents occurring in the Township, there is a need for a technical rescue team in the Township that is trained and responds at the Technician Level, as per NFPA 1006.</p> | | |

| Weather Events | | |
|--|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Possible | Major | Moderate |
| Summary | | |
| <p>Southern Ontario often faces severe weather, including snowstorms, strong winds, and tornadoes. The Township of Wainfleet and the Region of Niagara have not used Alert Ready or any other public notification app, which residents could download to get early warnings on their mobile phones. Residents can receive Flood Advisories from Niagara Peninsula Conservation Authority on their mobile devices, whether Android or iOS, through the Alertable app. On August 5, 2024, a tornado tore through parts of Fort Erie and Port Colborne, causing significant damage to many buildings.</p> <p>Relying solely on a mobile app can be problematic because some residents might not own a cellphone or might not have it with them during a warning. In such cases, storm sirens help address the notification gap.</p> <p>The severity of certain weather events might require activating the Township’s Emergency Operations Centre (EOC). Preparations for managing such events should include tabletop or live training exercises involving members of the Emergency Control Group (ECG). ECG members should, if they haven't already, complete some basic training on the Incident Management System (IMS) and the Basic Emergency Management (BEM) course.</p> <p>The Canadian Red Cross, by way of a contract with Niagara Region, has two trailers available, equipped to supply and deliver emergency shelter resources, to support people at evacuation or reception centres. It would also be wise for the Region to maintain a larger trailer with additional supplies to meet local needs.</p> | | |

| Inspections and Public Education | | |
|----------------------------------|-------------|------------|
| Probability | Consequence | Risk Value |
| Unlikely | Moderate | Moderate |

Summary

There are no dedicated FPO/PFSE positions within the WFES. All fire prevention inspections are assigned to the Deputy Chief and are conducted based on requests, complaints, or the mandatory occupancies as mandated by the OFM per the Fire Marshal’s Directive 2014-003, which is noted in the department’s Establishing and Regulating By-law. A firefighter typically handles fire and life safety education opportunities with the support of other firefighters, who are expected to contribute four hours annually to assist with public education.

The frequency of inspections does not align with NFPA 1730, Standard for the Organization and Deployment of Fire Prevention Inspection and Code Enforcement, Plans Review, Investigation, and Public Education Operations, or Fire Underwriters. The Township’s size and building stock require a more comprehensive fire inspection program, which it currently lacks due to limited resources. Time is spent fulfilling the occasional STR Licensing requirements per By-law 026-2023. Annual inspections of all rental properties should be mandatory, including second suites, granny flats, and accessory dwellings. Given the high volume of rental unit inspections, an FPO could focus solely on rental applications and inspections. Any fees collected could help cover that position’s salary. If managed properly, this role could be cost-neutral for the Township.

NFPA 1730 states

6.7 Minimum Inspection Frequency. Existing occupancy fire prevention inspection and code enforcement inspection frequencies shall not be less than those specified in Table 6.7.

Table 6.7 Minimum Inspection Frequency

| Occupancy Risk | Classification Frequency |
|-------------------------|-----------------------------------|
| High | Annually |
| Moderate | Biennially |
| Low | Triennially |
| Critical Infrastructure | Per Authority Having Jurisdiction |

One option for the WFES is to adopt a hybrid inspection schedule that the department can implement while working towards meeting either NFPA 1730 or the schedules of the Fire Underwriters Survey.

Inspections and Public Education

| | | |
|--------------------|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Unlikely | Moderate | Moderate |

Summary

A hybrid schedule may look like: (

| Occupancy Classification | Occupancy Type | Frequency of Inspections | NFPA 1730 Risk Classification |
|---|--|--|-------------------------------|
| Class A - Assembly | Restaurants, Licensed Beverage establishments. | Every 3 years | Low |
| | Halls, Arenas, Theatres | Every 2 years | Moderate |
| | Schools, Daycares | Every 2 years | Moderate |
| Class B – Institutional | Detention, Long-Term Care, Residential Care, Care - Special Needs, | *Annual Mandatory* | High |
| Class C – Residential | High-rise | Annually | High |
| | Low-rise | Annually | High |
| | Multi-units | Request/ Complaint/ Licensing by-law | ---- |
| | Retirement Home | *Annual Mandatory* | High |
| | Boarding/Rooming | Maybe inspected upon Request/Complaint Or Annually | High |
| | Overnight Lodging, i.e., camps, campground, and | Every 2 years | Moderate |
| | short-term accommodations | Annually | Moderate |
| | Hotels | Every 2 years | Moderate |
| Class D & E- Business and Personal Services | Office, small restaurants, shopping/plazas | Every 3 years | Low |
| Class F – Industrial | All (<i>includes individual units</i>) | Every 2 years | Moderate |

To assist fire departments in evaluating their current and future staffing requirements, the NFPA 1730 Standard on Organization and Deployment of Fire Prevention Inspection and Code Enforcement, Plan Review, Investigation, and Public Education Operations outlines a process in Annex 'C' of the standard.

Ultimately, the Council assesses the level of Fire Prevention based on the community's local needs and circumstances.

| Inspections and Public Education | | |
|----------------------------------|-------------|------------|
| Probability | Consequence | Risk Value |
| Unlikely | Moderate | Moderate |

Summary

Note: Annex 'C' is included for informational purposes only and is not part of the requirements of NFPA 1730.

The five-step process includes reviewing the following items:

1. Define the scope of services, duties, and deliverables.
2. Review the Fire Prevention Division's overall time commitments in its efforts to provide services.
3. Study of hours currently documented, combined with the hours required to meet the branch's annual goals.
4. The actual availability of branch personnel, including vacation and other absences.
5. Estimating the total personnel required based on the previous four steps.

Completing this process will assist the WFES in identifying the services it aims to provide and what can be delivered with current staffing levels. Refer to NFPA 1730 for further information on this staffing calculation.

The following is the FUS recommended schedule for conducting fire inspections.

FUS Recommended Inspection Frequency

| Occupancy | FUS Benchmark |
|------------------------------------|---------------|
| Assembly - A | 6 Months |
| Detention - B | 6 Months |
| Care and Treatment - B | 6 Months |
| Residential - C | 6 Months |
| Business and Personal Services - D | 12 Months |
| Mercantile - E | 12 Months |
| Industrial – High Hazard – F1 | 3 Months |
| Industrial Medium Hazard – F2 | 6 Months |
| Industrial – Low Hazard _ F3 | 6 Months |

| Building Stock | | |
|--|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Possible | Moderate | Moderate |
| Summary | | |
| <p>There may be illegal residential dwellings that do not comply with the OBC and or OFC. While the Township currently licenses short-term accommodations, it should consider requiring each additional dwelling unit (ADU) to be registered and licensed with the Township, similar to the short-term rental (STR) by-law. WFES conducts an initial licensing inspection to ensure OFC compliance, but it does not mention an annual inspection as a follow-up. While permitted, additional dwelling units must comply with OBC and OFC requirements; therefore, the Building and Fire Departments should perform an initial inspection before granting a license to operate. Failing to inspect could expose the Township to liability if illegal construction is discovered after a license is acquired and a significant event occurs.</p> | | |

| Firefighters | | |
|---|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Likely | Moderate | Moderate |
| Summary | | |
| <p>There is ongoing concern about the shortage of firefighters available during the daytime, Monday to Friday, for various reasons. This shortage could increase the risks for those who do respond due to the lack of additional staff, potentially leading to injuries or worse.</p> <p>WFES had a roster of 63 paid-on-call firefighters in July 2025. Each year, four to five members leave the department, creating staffing gaps. Recruit classes are held annually, attracting many candidates, many of whom have no prior experience or training in firefighting. The department has done a commendable job in recruiting new firefighters, increasing from just 34 in 2018 to the current total, despite losing a few each year. To help ensure adequate staffing at the scene, the department has implemented measures to automatically dispatch multiple stations.</p> <p>Fortunately, when resources are limited, WFES can obtain help from nearby fire departments through the Mutual Aid Plan and Program for the Region of Niagara.</p> <p>The department does not have a retention program designed to lower the yearly turnover of firefighters. Training a recruit costs a considerable amount of money, estimated by some departments to be between \$15,000 and \$20,000. That results in a significant financial loss that impacts the municipality's ability to retain its workforce.</p> | | |

| Building Stock | | |
|---|--------------------|-------------------|
| Probability | Consequence | Risk Value |
| Rare | Moderate | Low |
| Summary | | |
| <p>The OFM has identified risks associated with occupancies that utilize lightweight construction methods. Municipalities are responsible for maintaining an inventory of all building stock, including those constructed with lightweight materials. WFES and the Building Department should work together to develop a complete list of all buildings, classified according to the OBC Occupancy Classifications.</p> | | |

| Demographics | | |
|---|----------------------|-------------------|
| Probability | Consequence | Risk Value |
| Rare | Insignificant | Low |
| Summary | | |
| <p>Demographic statistics are expected to increase by 30 to 35% in the region from 2024 to 2051. Wainfleet’s Official Plan projects a population of 8,200 residents by 2031.</p> <p>With this expected growth, call volume will increase, demands on fire prevention inspections will grow, and there will be a greater need for enhanced public education.</p> <p>To meet the community’s needs, the WFES must assess its current capacity to conduct the required number of inspections and public education events, considering the need for additional resources, including hiring a full-time FPO/PFLSE. The follow-up for rental licensing could be assigned to one FPO who works exclusively on rentals. Many occupancies are not inspected according to a regular schedule. There may be an unknown number with serious Fire Code violations. As an interim measure, the department could train some firefighters to NFPA 1031, Level I, to assist with inspecting non-complex occupancies such as small retail stores.</p> | | |

TO: Mayor Grant & Members of Council

FROM: Sarah Ivins, Planner

DATE OF MEETING: December 9, 2025

SUBJECT: Zoning By-law Amendment File No. Z06/2025W
43237 Pettit Road, Wainfleet

RECOMMENDATION(S):

THAT Planning Staff Report PSR-010/2025 be received; and

THAT Zoning By-law Amendment File No. Z06/2025W for the lands known municipally as 43237 Pettit 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 Township of Wainfleet Official Plan; and

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

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with a recommendation regarding a zoning by-law amendment application filed by TD Pieterse Inc. for lands known municipally as 43237 Pettit Road.

The proposed zoning by-law amendment is needed to comply with Provincial, Regional and Township planning policies regarding the disposal of a surplus farm dwelling application, where the retained lands are to be rezoned to “Agricultural Purposes Only” to prohibit the construction of a dwelling in perpetuity. The application also seeks to permit a minimum lot area of 6.544 hectares and a minimum lot frontage of 15.18 metres.

The Committee of Adjustment conditionally granted the surplus farm dwelling consent application on November 19, 2025, and a public meeting for the zoning by-law amendment was held on November 18, 2025.

BACKGROUND:

The subject lands are located on the east side of Pettit Road, between Highway #3 and Bell Road, and are known municipally as 43237 Pettit Road. The subject lands contain a single detached dwelling and a greenhouse operation, as presented in Figure 1.

Figure 1 – Subject Lands

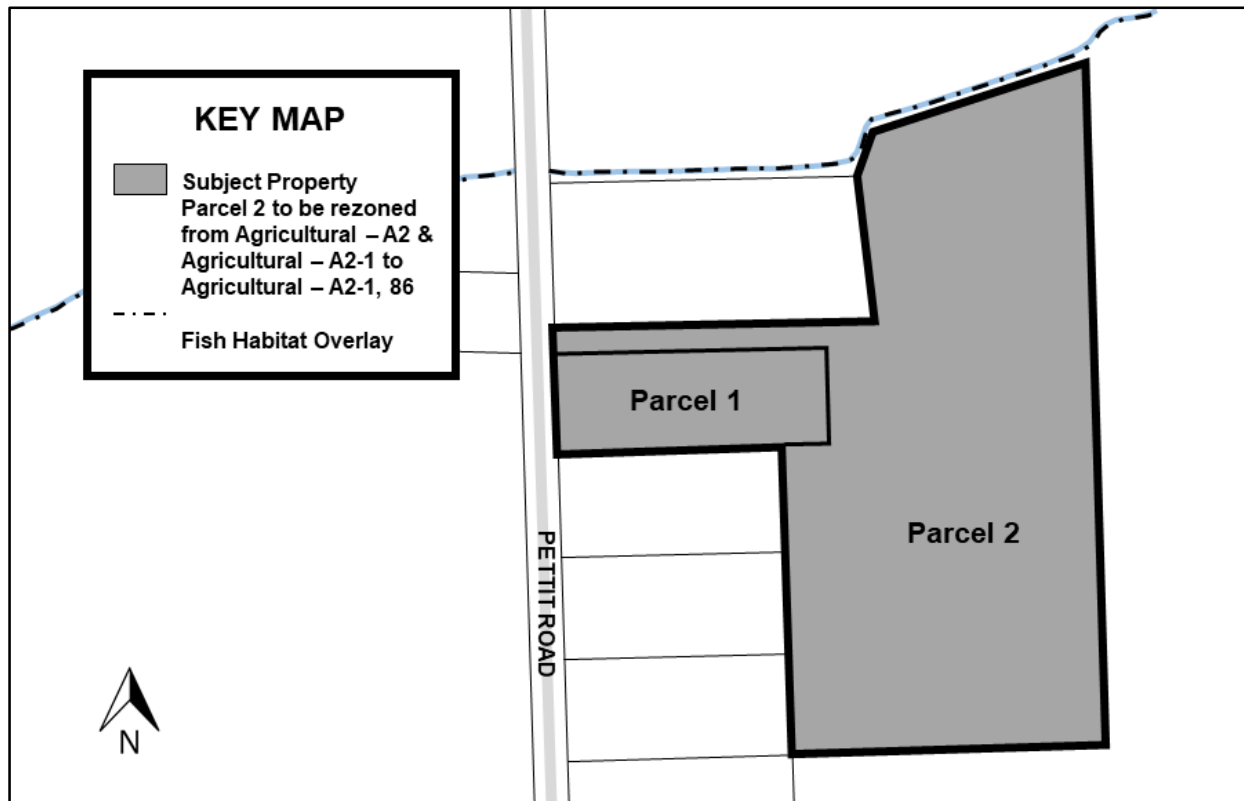


The subject lands are 7.544 hectares in size and are currently being used for residential and agricultural purposes. The surrounding land uses include residential and agricultural.

The subject lands were the subject of a consent (severance) application, File No. B07/2025W & B08/2025W, which were provisionally approved by the Committee of Adjustment at their November 19, 2025 hearing. Application was made for the consent to sever Parcel 1 (1 hectare) as a surplus farm dwelling and to retain Parcel 2 (6.544 hectares) for continued agricultural use. Application was also made to establish an easement over a portion of Parcel 2 (2,421m²) for a shared driveway to provide access from Pettit Road to Parcel 1. The consent sketch is attached as Appendix “A”. One of the conditions of approval for the consent application is the approval of this zoning by-law amendment application.

The subject lands are currently zoned Agricultural – A2 and Agricultural – A2-1 under Zoning By-law 034-2014. With reference to the zoning by-law amendment map provided below in Figure 2, Parcel 2 of the subject lands is proposed to be rezoned to an Agricultural – A2-1,86 zone to prohibit dwellings and to recognize a minimum lot area of 6.544 hectares and a minimum lot frontage of 15.18m.

Figure 2 – Zoning By-law Amendment Map



A pre-consultation meeting was held on March 28, 2024 with representatives from Niagara Region, Niagara Peninsula Conservation Authority and Township staff. The pre-consultation meeting identified a number of requirements for a complete application and the following documents were submitted in support of the consent and zoning by-law amendment applications:

- Consent Justification Letter prepared by Troy Pieterse (undated);
- Consent Sketch prepared by Rasch & Hyde Ltd. (dated October 21, 2025);
- Hydrogeological Report prepared by Terra-Dynamics Inc. (dated September 22, 2025);
- Septic Inspection Form prepared by Egger Excavating (dated October 8, 2025);
- Surplus Farm Dwelling Bona Fide Farmer Information Sheet prepared by TD Pieterse Inc. (dated October 23, 2025).

A public meeting regarding this application was held on November 18, 2025 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. 1994, c. 23, s. 5; 1996, c. 4, s. 2; 2001, c. 32, s. 31 (1); 2006, c. 23, s. 3; 2011, c. 6, Sched. 2, s. 1; 2015, c. 26, s. 12; 2017, c. 10, Sched. 4, s. 11 (1); 2017, c. 23, Sched. 5, s. 80.

The proposed zoning by-law amendment would allow for the severance of a surplus farm dwelling and ensure that the remnant agricultural parcel will be used for agricultural purposes only.

Considering the requested zoning provisions and the surrounding lands 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*.

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 PPS designates the subject lands as being within a Prime Agricultural Area and as such lands shall be protected for agricultural uses. Policy 4.3.3.1 c) permits lot creation for a residence surplus to an agricultural operation provided the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance. The proposed zoning by-law amendment will prohibit dwellings on the retained lands (Parcel 2 – farm parcel) fulfilling the requirements of this policy.

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. The subject lands are impacted by natural heritage features, such as a watercourse containing fish habitat and other wetlands. The proposed zoning by-law amendment has no impact to these features and as such there are no concerns.

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 potential for the discovery of archaeological resources and would typically require the completion of a Stage 1 & 2 Archaeological Assessment. However, since there are no proposed ground disturbances and the change in zoning would not impact any archaeological resources, an archaeological assessment was not required for the zoning by-law amendment application. Staff note that should any future Planning Act applications be required, that an archaeological assessment may be required.

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

Niagara Official Plan, 2022

As of March 31, 2025, Niagara Region became an upper-tier municipality without planning authority. This means that Niagara Region is no longer 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 part of the Township's Official Plan and development proposals must conform to the policies of the NOP. Through a Planning Service Agreement with the Township, Niagara Region will continue to provide planning support to the Township for matters such as land use compatibility, archaeological potential, site condition, gas and petroleum resources, natural heritage, urban design and water protection screening matters. Niagara Region will also continue to comment on Planning Act applications as it relates to Regional infrastructure and waste collection.

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. Lot creation is prohibited however, the

disposal of a surplus farm dwelling as a result of a farm consolidation is permitted subject to a number of criteria. One criterion is that the retained farm parcel shall be zoned to preclude its use for residential purposes. The proposed zoning by-law amendment will prohibit dwellings on the retained lands (Parcel 2 – farm parcel) fulfilling the requirements of this policy.

The subject lands are impacted by the NOP's Natural Environment System (NES) consisting of Other Wetland and a Permanent or Intermittent Watercourse. NOP policy 3.1.5.7.1 requires the completion of an Environmental Impact Study (EIS) when development or site alteration is proposed within 120m of these features. However, the proposed zoning by-law amendment does not impact these features and as such an EIS was not required.

Similar to the policies of the PPS, Section 6.4 of the NOP typically requires the completion of a Stage 1 & 2 Archaeological Assessment on lands containing archaeological resources or areas of archaeological potential. The subject lands are mapped as an area of archaeological potential in Schedule K of the NOP. However, since there are no proposed ground disturbances and the change in zoning would not impact any archaeological resources, an archaeological assessment was not required for the zoning by-law amendment application.

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 environmental 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 regulated floodplain for a tributary to the Big Forks watercourse located to the immediate north, as well as possible unevaluated wetlands. The proposed zoning by-law amendment has no impact on these features, and as such, NPCA staff had no concerns and did not require formal circulation of the application.

The proposed zoning by-law amendment is consistent with the NPCA's policies for the Administration of Ontario Regulation 155/06 and the Planning Act.

Township of Wainfleet Official Plan, 2016

The subject lands are designated as Agricultural Area and Fish Habitat 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.

Policy 3.1.3.4 d) i) states that lot creation and consents in the Agricultural Area are permitted for a surplus farm residence as a result of a farm consolidation provided that the zoning prohibits in perpetuity any new residential use on the retained parcel of farmland created by severance. The proposed zoning by-law amendment would prohibit dwellings on the remnant farm parcel (Parcel 2) fulfilling the requirements of Policy 3.1.3.4 d) i).

The Fish Habitat designation is due to the presence of Important Fish Habitat within the watercourse immediately north of the subject lands. Development and site alteration within Fish Habitat is generally prohibited unless it can be demonstrated that it will result in no net loss of the productive capacity of Fish Habitat. Policies also require a minimum 15 metre naturally vegetated buffer for a watercourse with Important Fish Habitat. The proposed zoning by-law amendment does not impact the watercourse and as such there are no concerns with respect to this feature.

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 and Agricultural – A2-1 in the Township Zoning By-law. Permitted uses within the Agricultural – A2 zone include agricultural uses, intensive animal operations, single detached dwelling, kennel, conservation uses, greenhouse, group home, garden suite, one farm help-house and cannabis production facility. 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 lots for a single detached dwelling and a greenhouse in the Agricultural – A2 zone:

Single Detached Dwelling as a principal use on a lot

| | Required | Parcel 1 | Comments |
|-------------------------|-----------------|--------------------------|-----------------|
| Min. Lot Area | 1 ha | 1 ha | Complies |
| Min. Lot Frontage | 46m | 60.96m | Complies |
| Max. Lot Coverage | 10% | 2.68% | Complies |
| Min. Front Yard | 15m | 105.35m | Complies |
| Min. Exterior Side Yard | 15m | N/a | |
| Min. Interior Side Yard | 3m | 19.87m (N) 21.32m (S) | Complies |
| Min. Rear Yard | 15m | 46.31m | Complies |
| Max. Height | 12m | As Existing | Complies |

Greenhouses

| | Required | Parcel 2 | Comments |
|-------------------------|-----------------|---|-----------------|
| Min. Lot Area | 40 ha | 6.544 ha | Does not comply |
| Min. Lot Frontage | 180m | 15.18m | Does not comply |
| Max. Lot Coverage | 50% | 18.26% | Complies |
| Min. Front Yard | 15m | 205.24m | Complies |
| Min. Exterior Side Yard | 15m | N/a | |
| Min. Interior Side Yard | 15m | 34.29m (N) 41.12m (W) 126.12m (S) | Complies |
| Min. Rear Yard | 15m | 15.49m | Complies |
| Max. Height | N/R | N/a | |

The remnant agricultural parcel (Parcel 2) has less lot frontage and lot area than the minimums required in the Zoning By-law. In addition to prohibiting dwellings on Parcel 2 to address the policy requirements for a surplus farm dwelling severance, the zoning by-law amendment application proposes a site specific A2-86 zone to permit a minimum lot frontage of 15.18 metres and a minimum lot area of 6.544 hectares. Staff are of the opinion that the reduced lot frontage and lot area are appropriate, given the context of the subject lands, and will allow for the greenhouse operation to continue.

FINANCIAL CONSIDERATIONS:

None.

OTHERS CONSULTED:**Public Meeting**

A statutory public meeting was held on November 18, 2025. Notice of the public meeting was hand-delivered to landowners within 120m of the subject lands on October 27, 2025 and a public notice sign was posted on the subject lands. The notice, along with the application materials, was also posted on the Township's website.

There were no written public comments received for this application.

A copy of the draft public meeting minutes is attached as Appendix "B".

Township Department & Agency Comments

On October 27, 2025, a request for comments was circulated to Township Departments and external agencies requiring review of the proposed application.

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

Niagara Region noted no objection but did note that since the Other Wetland feature on Parcel 2 is not mapped within the existing Zoning By-law, it was recommended that the

extent of the Other Wetland be included in the zoning by-law amendment with an appropriately restrictive environmental zone.

Planning Staff Response:

Zoning By-law 034-2014 currently does not map Other Wetlands within the Environmental Protection Zone, as this is a newly mapped feature through the Niagara Official Plan. A comprehensive update to mapping for environmental features will be completed through the Township's update to the official plan and subsequent update to the zoning by-law. Planning staff are of the opinion that updated environmental mapping is best done comprehensively rather than on an application-by-application basis, and as such, mapping for the Other Wetlands has not been included in the zoning by-law amendment attached as Appendix "C".

The Township Building Department noted no objection.

The Township By-law Department noted no concerns.

The Township Drainage Department had no comments or concerns.

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 zoning by-law amendment, File No. Z06/2025W, for the lands known municipally as 43237 Pettit Road. It is the opinion of staff that the application is consistent with the Provincial Planning Statement and conforms with the Niagara Official Plan and the Township Official Plan. As such, staff recommend that the application be approved.

ATTACHMENTS:

- 1) Appendix "A" – Consent Sketch for File No. B07/2025W & B08/2025W
- 2) Appendix "B" – Draft Minutes of the Public Meeting held on November 18, 2025
- 3) Appendix "C" – Zoning By-law Amendment

Respectfully submitted by,

Approved by,

Sarah Ivins
Planner

Mallory Luey
Chief Administrative Officer

APPENDIX "A"

Consent Sketch for File No. B07/2025W & B08/2025W

SURVEYOR'S SEAL

SKETCH

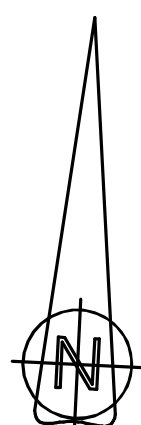
THIS IS AN ORIGINAL COPY IF EMBOSSED BY THE SURVEYOR'S SEAL, OR PDF CERTIFIED

SKETCH FOR PLANNING ACT APPLICATION

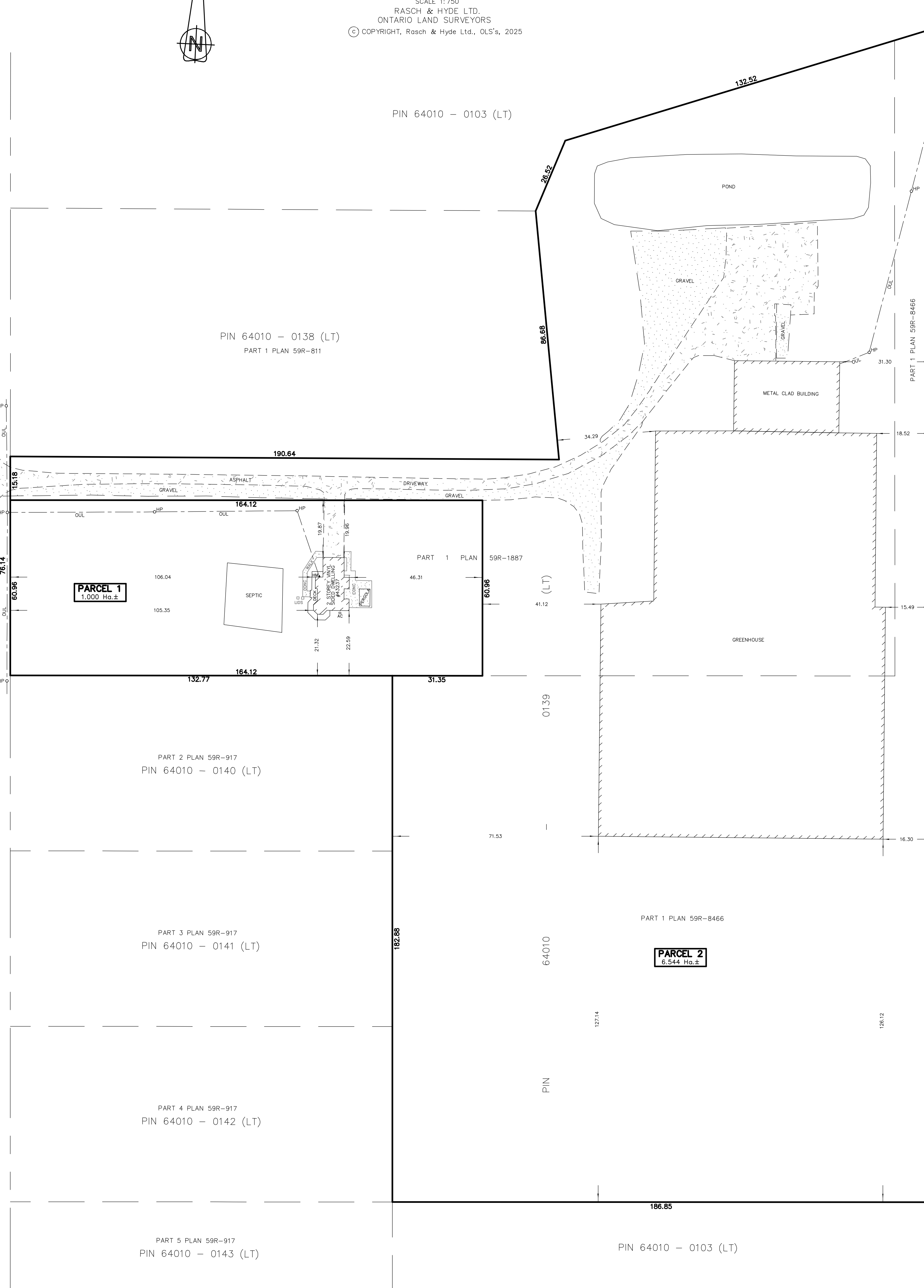
43237 PETTIT ROAD
TOWNSHIP OF WAINFLEET
REGIONAL MUNICIPALITY OF NIAGARA

SCALE 1:750
RASCHE & HYDE LTD.
ONTARIO LAND SURVEYORS

© COPYRIGHT, Rasch & Hyde Ltd., OLS's, 2025



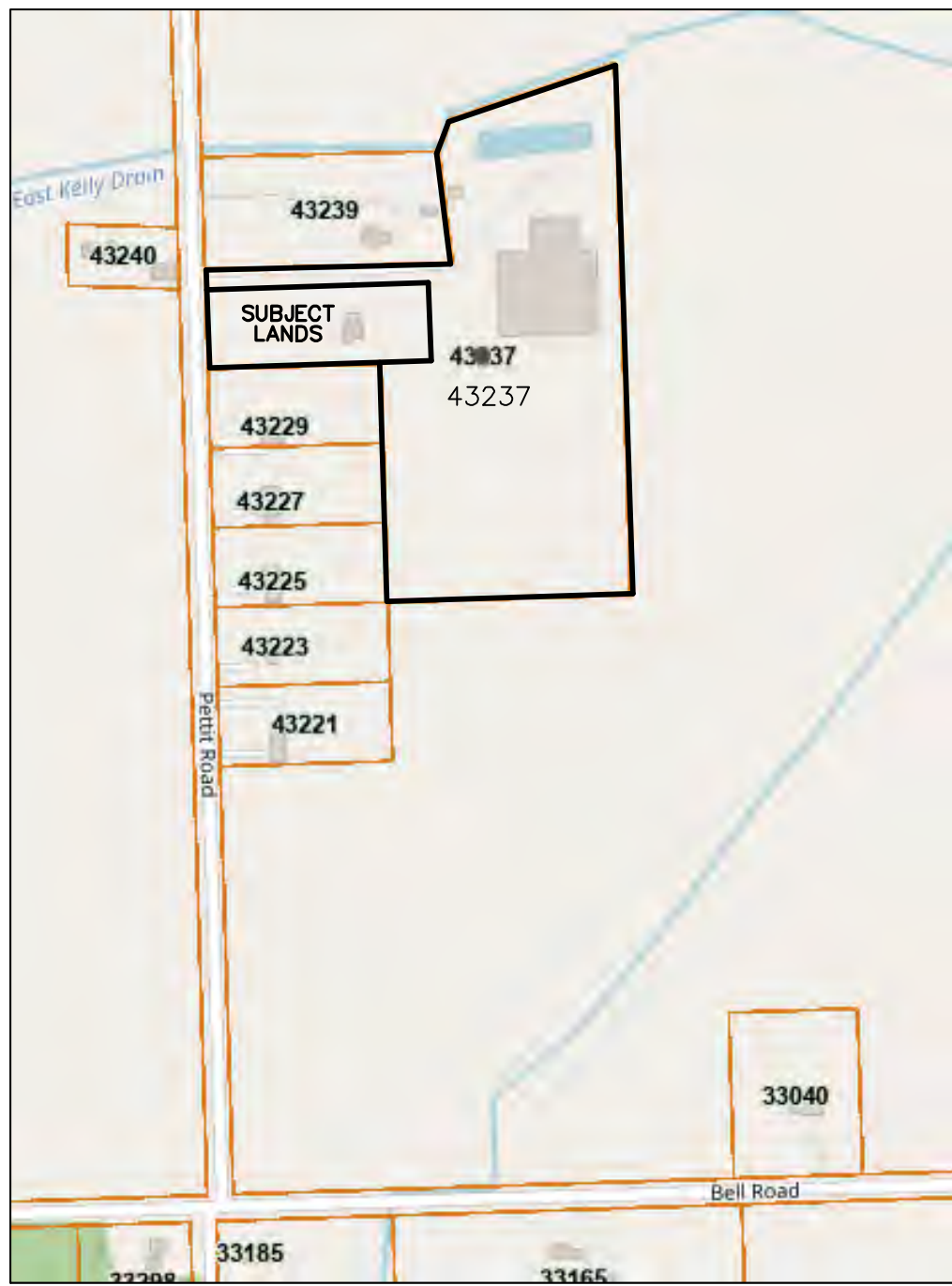
ROAD ALLOWANCE BETWEEN LOTS 31 AND 32, CONCESSION 4, WAINFLEET
KNOWN AS PETTIT ROAD



PARCEL 1
1,000 Hg.±

PARCEL 2
6,544 Hg.±

KEY PLAN NOT TO SCALE



BOUNDARY NOTE

BOUNDARIES HAVE BEEN DERIVED FROM REGISTRY OFFICE RECORDS AND ACTUAL FIELD WORK.

LEGEND

PIN DENOTES PROPERTY IDENTIFIER NUMBER
HM DENOTES HYDRO METER
HP DENOTES HYDRO/UTILITY POLE
OUL DENOTES OVERHEAD HYDRO/UTILITY POLE LINE
N=NORTH, S=SOUTH, E=EAST, W=WEST

PROPERTY DESCRIPTION

PART OF LOT 31, CONCESSION 4
TOWNSHIP OF WAINFLEET
REGIONAL MUNICIPALITY OF NIAGARA
ALL OF PIN 64010-0139 (LT)

CAUTION

- 1. THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSES INDICATED IN THE TITLE BLOCK.
- 2. THIS SKETCH IS PROTECTED BY COPYRIGHT ©
- 3. THIS IS NOT AN ORIGINAL COPY UNLESS EMBOSSED WITH THE SURVEYOR'S SEAL, OR PDF CERTIFIED.

METRIC NOTE

DISTANCES SHOWN ON THIS SKETCH ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

OCTOBER 7, 2025
DATE

Harold D. Hyde
HAROLD D. HYDE
ONTARIO LAND SURVEYOR

RASCH + HYDE LTD.
Ontario Land Surveyors

P.O. Box 6, 1333 Highway #3 East, Unit B
DUNNVILLE, ONT. N1A 2X1
DUNNVILLE: 905-774-7188 FORT ERIE: 905-871-9757
(FAX 905-774-4000)
HAROLD D. HYDE O.L.S.
SCALE 1 : 750 SURVEY : 25-273 DRWN BY : T. Matheson

APPENDIX "B"

November 18, 2025 Draft Public Meeting Minutes

8. Public Meeting

a) Zoning By-law Amendment Z06/2025W

Councillor Van Vliet left the dais.

Mayor Grant called the Public Meeting to order at 6:35 p.m. and advised that the purpose of the Public Meeting is to provide information about the proposed amendment and provide opportunity for public input.

The Manager of Community & Development Services provided an information report outlining application details, progress and comments received.

The applicant was not present and did not provide any comments regarding the application.

There were no comments or questions received from members of Council.

There were no public comments received.

The Manager of Community & Development Services provided information regarding next steps and appeal rights.

The Public Meeting was adjourned at 6:40 p.m.

Councillor Van Vliet returned to the dais.

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 31 in the Township of Wainfleet and known municipally as 43237 Pettit 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 7 of Zoning By-law No. 034-2014, as amended, is hereby further amended by changing the zoning of Parcel 2 of the subject property from Agricultural – A2 and Agricultural – A2-1 to Agricultural – A2-1, 86, 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 A2-1:

| Zone | # | By-law # | Address | Additional Permitted Uses | Sole Permitted Uses | Excluded Uses |
|------|---|----------|-----------------------|---------------------------|---------------------|---------------|
| A2 | 1 | 0XX-2025 | Con. 4, Pt. Lot 31 | | | Dwellings |

THAT Table 8 of Section 6.4 entitled “Lot and Building and Structure Exceptions” is hereby further amended by adding the following text under the A2 section:

| Zone | # | By-Law # | Address | Description of Special Provision |
|------|----|----------|-----------------------|--|
| A2 | 86 | 0XX-2025 | Con. 4, Pt. Lot 31 | Minimum Lot Area: 6.544 ha Minimum Lot Frontage: 15.18m |

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

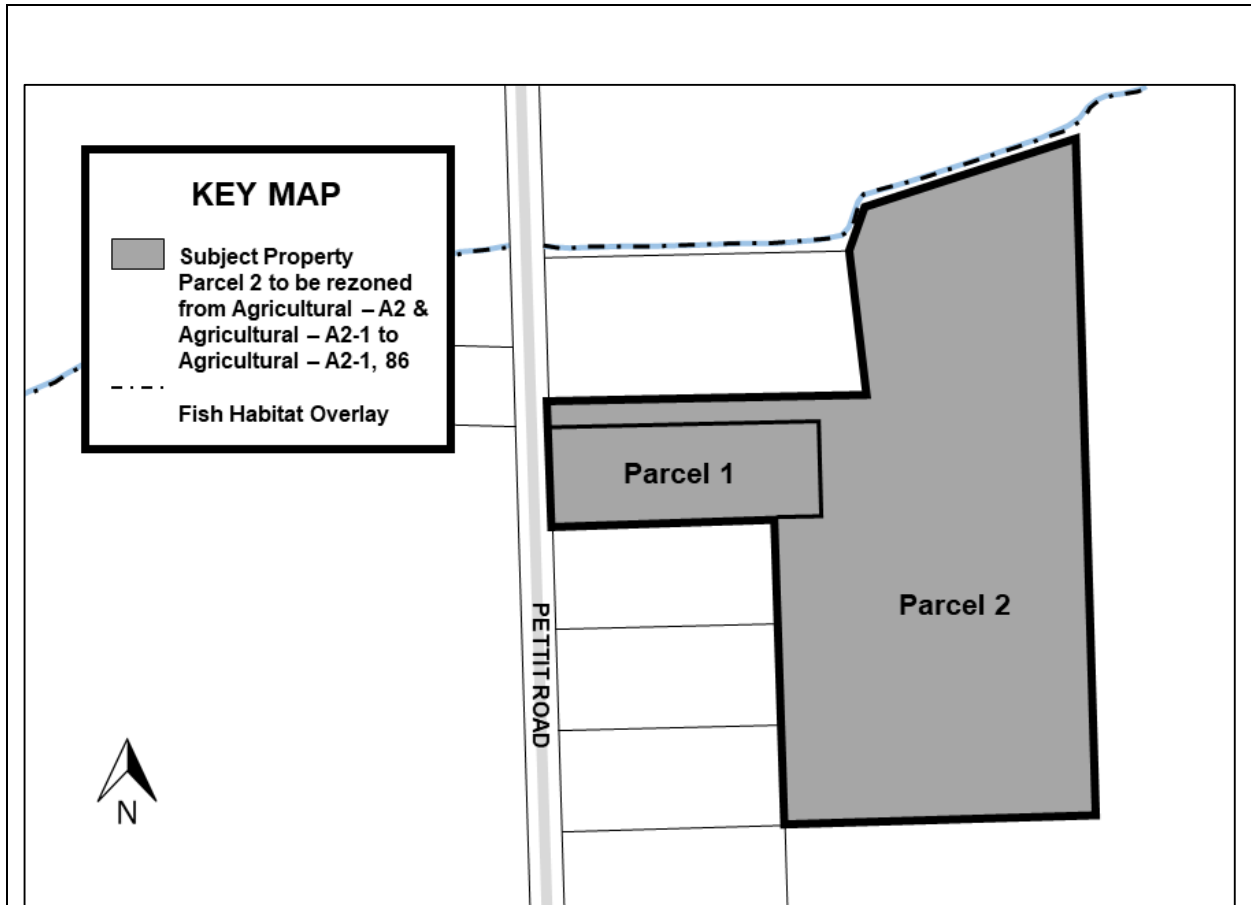
THAT this By-law shall come into force, take effect and be passed on the final reading hereof subject to the provisions of Section 34 of the Planning Act.

BY-LAW READ AND PASSED THIS 9TH DAY OF DECEMBER, 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 31 in the Township of Wainfleet and known municipally as 43237 Pettit Road. This by-law has been enacted to rezone Parcel 2 of the lands to an Agricultural – A2-1,86 zone. Exception 1 prohibits dwellings and Exception 86 permits a minimum lot area of 6.544ha and a minimum lot frontage of 15.18m.

File No. Z06/2025W (TD Pieterse Inc.)

THIS IS SCHEDULE “A” TO BY-LAW NO. 0XX-2025.
PASSED THIS 9TH DAY OF DECEMBER, 2025.

MAYOR

CLERK

TO: Mayor Grant & Members of Council
FROM: Richard Nan, Manager of Operations
DATE OF MEETING: December 9, 2025
SUBJECT: **Non-Eligible Sources Recycling Collection**

RECOMMENDATION(S):

THAT PWSR 024/2025 be received; and

THAT Council direct the Manager of Operations to begin an internal recycling program and have staff deliver the recycled material to the Niagara Region’s drop-off depots as long as they are made available, or a specified recycling facility if the Niagara Region depots cease to operate.

EXECUTIVE SUMMARY:

In June 2021, the Ontario Ministry of the Environment, Conservation and Parks (MECP) introduced a new Blue Box Regulation (O. Reg. 391/21: Blue Box) that makes producers fully responsible for collecting and recycling the packaging and paper products they supply to consumers.

The regulation requires producers to:

- Operate the residential recycling system
- Fund all residential recycling costs
- Meet material recovery targets
- Provide consistent service across Ontario

Niagara Region has been providing the Non-eligible recycling program, and as of December 31st of 2025, will no longer be providing this service.

BACKGROUND:

In June 2021, the Ontario Ministry of the Environment, Conservation and Parks (MECP) introduced a new Blue Box Regulation (O. Reg. 391/21: Blue Box) that makes producers fully responsible for collecting and recycling the packaging and paper products they supply to consumers.

Eligible properties include:

- Low-density residential homes
- Multi-residential buildings
- Residential components of mixed-use buildings

- Public and private schools
- Certain long-term care and retirement homes

Industrial, Commercial & Institutional (IC&I) properties (e.g., businesses, places of worship, community organizations), also commonly referred to as Non-Eligible Sources (NES), are not eligible under the new Blue Box system.

What is happening on January 1, 2026?

- Recycling service continues for eligible residential properties under Circular Materials.
- Niagara Region will stop recycling collection for non-eligible sources (NES) such as businesses, institutions, and places of worship.
- Collection contractors will consolidate under a single provider, Miller Waste Systems, for all residential recycling.
- A province-wide standardized material list will apply across Ontario. Expanded recycling list: new items like coffee cups, black plastics, flexible packaging, straws, and multi-laminate pouches will be accepted.
- Circular Materials has not indicated any changes to collection schedules or recycling containers at this time.
- The Region will continue providing garbage, green bin, yard waste and large-item collection.

On November 20, 2025, Niagara Region approved the discontinuation of curbside recycling collection for Non-Eligible Sources (Industrial, Commercial, and Institutional properties), effective January 1, 2026.

Currently, approximately 4,375 NES properties across the Region receive recycling collection through Niagara Region. Continuing this service independently would require a separate collection fleet, with an estimated annual cost of up to \$3.5 million, a level that is not financially sustainable under the Region's current budget.

Non-residential properties, also referred to as Non-Eligible Sources (NES), include:

- Commercial properties (e.g., retail stores, offices)
- Institutional properties (e.g., hospitals, schools not classified as residential)
- Places of worship
- Non-profit organizations
- Community facilities (e.g., libraries, arenas)
- Industrial properties

The Township of Wainfleet facilities will be included in the non-eligible sources as well as all our businesses within the municipality.

Non-eligible sources facilities will be required to either stop recycling or they would be required to engage a contractor to provide the service at their expense.

Staff have reached out to recycling operators for costing for both township-wide or strictly our own facilities, but were unable to receive estimates prior to this report.

OPTIONS/DISCUSSION:

- 1) Council may choose to provide recycling services to all non-eligible sources across the municipality.
- 2) Council may establish an internal recycling program by contracting a recycling collector specifically for municipal facilities.
- 3) Council may direct the Manager of Operations to implement an internal recycling program for Township recycling only, with staff responsible for transporting recyclable materials to the Niagara Region drop-off depots if they remain available, or to an approved recycling facility should the Regional depots cease operation.
- 4) Council may choose not to participate in any recycling program.

FINANCIAL CONSIDERATIONS:

There is currently no allocation of funds to proceed with a municipal-wide program at this time. The internal recycling program will be subsidized using existing operational budget allocations.

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) None

Respectfully submitted by,

Approved by,

Richard Nan
 Manager of Operations

Mallory Luey
 Chief Administrative Officer



Marshville Heritage Society Inc. operating the

MARSHVILLE HERITAGE FESTIVAL

Art / Craft Show and Sale

P.O. Box 54, Wainfleet, Ontario L0S 1V0 Canada

November 22, 2025

Township of Wainfleet
31940 Highway 3
P.O. Box 40
Wainfleet, ON L0S 1V0

Dear Township of Wainfleet,

We are writing to you today with some exciting news. The Marshville Heritage Society is now in a position, through donations, to be able to rebuild the Minor House that was destroyed in a fire seven years ago. This will be a great addition to our Heritage Village that is on the Township of Wainfleet land.

We are a Nonprofit Organization that will be working at replacing a completely restored historic Wainfleet family home that once stood on the existing foundation. The project will also have many community volunteers working towards this reconstruction.

We are writing to you today regarding the cost of the Building Permit from the Township of Wainfleet. We would like to apply for a Grant to have this cost reduced due to this project being done through donations and community volunteers. We understand that this will go before Council for review and that there is a potential of reducing this cost by half. We look forward to hearing from you on the results.

Sincerely,

Lori Heemskerk

Treasurer, Marshville Heritage Society Inc.

Lori.heemskerk@outlook.com

THE CORPORATION OF THE TOWNSHIP OF WAINFLEET

BY-LAW NO. 036-2025

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 Ellsworth Drain;

AND WHEREAS the report dated August 8, 2025, has been authored by Edward M. DeLay, M.Eng., P.Eng., R.J. Burnside & Associates Limited and the attached report forms part of this by-law;

AND WHEREAS the estimated total cost of the drainage works is \$1,100,000.00;

AND WHEREAS \$394,860.00 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 \$1,100,000.00, 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 "Ellsworth Drain Improvement By-law".

BY-LAW READ A FIRST TIME THIS 2ND DAY OF OCTOBER, 2025.

BY-LAW READ A SECOND TIME THIS 2ND DAY OF OCTOBER, 2025.

PROVISIONALLY ADOPTED THIS 2ND DAY OF OCTOBER, 2025.

B. Grant, MAYOR

A. Chrastina, CLERK

BY-LAW READ A THIRD TIME AND FINALLY ENACTED THIS 9TH DAY OF
DECEMBER, 2025.

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. 046-2025**

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 31 in the Township of Wainfleet and known municipally as 43237 Pettit 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 7 of Zoning By-law No. 034-2014, as amended, is hereby further amended by changing the zoning of Parcel 2 of the subject property from Agricultural – A2 and Agricultural – A2-1 to Agricultural – A2-1, 86, 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 A2-1:

| Zone | # | By-law # | Address | Additional Permitted Uses | Sole Permitted Uses | Excluded Uses |
|------|---|----------|-----------------------|---------------------------|---------------------|---------------|
| A2 | 1 | 046-2025 | Con. 4, Pt. Lot 31 | | | Dwellings |

THAT Table 8 of Section 6.4 entitled “Lot and Building and Structure Exceptions” is hereby further amended by adding the following text under the A2 section:

| Zone | # | By-Law # | Address | Description of Special Provision |
|------|----|----------|-----------------------|--|
| A2 | 86 | 046-2025 | Con. 4, Pt. Lot 31 | Minimum Lot Area: 6.544 ha Minimum Lot Frontage: 15.18m |

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

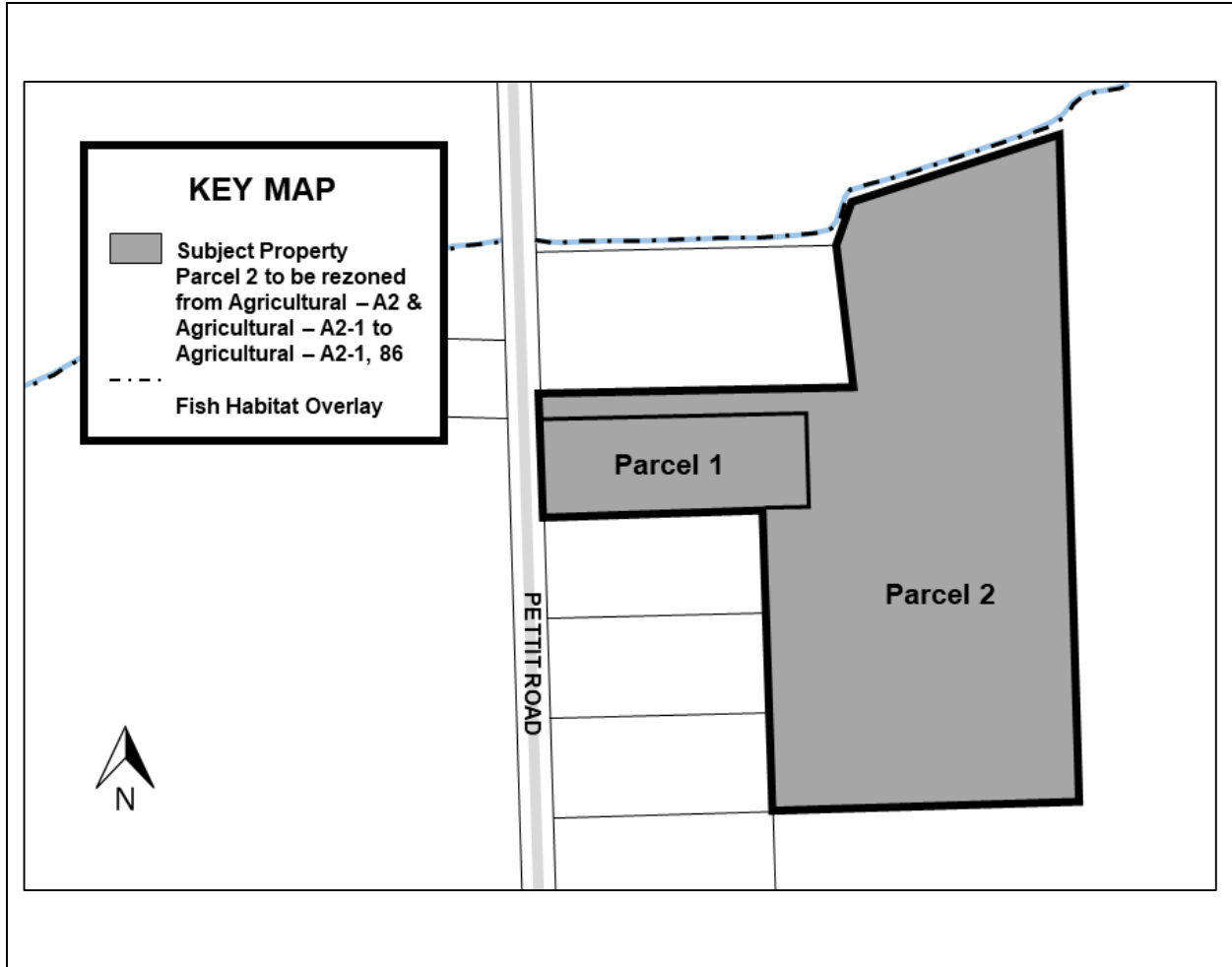
THAT this By-law shall come into force, take effect and be passed on the final reading hereof subject to the provisions of Section 34 of the Planning Act.

BY-LAW READ AND PASSED THIS 9TH DAY OF DECEMBER, 2025.

B. Grant, MAYOR

A. Chrastina, CLERK

SCHEDULE A TO BY-LAW 046-2025



TOWNSHIP OF WAINFLEET

Purpose & Effect of By-law No. 046-2025:
This by-law affects lands described as Concession 4, Part Lot 31 in the Township of Wainfleet and known municipally as 43237 Pettit Road. This by-law has been enacted to rezone Parcel 2 of the lands to an Agricultural – A2-1,86 zone. Exception 1 prohibits dwellings and Exception 86 permits a minimum lot area of 6.544ha and a minimum lot frontage of 15.18m.

File No. Z06/2025W (TD Pieterse Inc.)

THIS IS SCHEDULE "A" TO BY-LAW NO. 046-2025.
PASSED THIS 9TH DAY OF DECEMBER, 2025.

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF WAINFLEET

BY-LAW NO. 047-2025

Being a by-law to adopt, ratify and confirm the proceedings of the Council of the Corporation of the Township of Wainfleet at its Special Meetings of Council held November 24, 2025 and November 26, 2025 and its Regular Meeting of Council held December 9, 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 Special Meetings of Council held November 24, 2025 and November 26, 2025 and its Regular Meeting of Council held December 9, 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 9TH DAY OF DECEMBER, 2025

B. Grant, MAYOR

A. Chrastina, CLERK