



THE COROPORATION OF THE TOWNSHIP OF WAINFLEET

REGULAR MEETING OF COUNCIL MINUTES

OCTOBER 26, 2021 – 7:00 P.M.

COUNCIL CHAMBERS

PRESENT:	K. Gibson	Mayor
	D. Cridland	Councillor
	T. Gilmore	Councillor
	J. MacLellan	Councillor
	S. Van Vliet	Councillor
STAFF PRESENT:	W. Kolasa	Chief Administrative Officer
	M. Ciuffetelli	Deputy Clerk
	M. Alcock	Fire Chief
	L. Earl	Manager of Community & Development
	S. Ivins	Planner
	M. Jemison	Drainage Superintendent
	D. Methot	Chief Building Inspector
	R. Nan	Manager of Operations
OTHER:	J. Stirton	Township Solicitor

C22/21

1. Call to Order

Mayor Gibson called the meeting to order at 7:00 p.m.

2. National Anthem

3. Land Acknowledgement Statement

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

4. Disclosures of Interest and the General Nature Thereof

None.

5. Mayor's Announcements & Remarks

Mayor Gibson provided the following remarks:

- I attended The Penner Home Hardware Spotlight Gala on October 20 in support of the Kristen French Child Advocacy Center.
- The Port Colborne/Wainfleet Chamber of Commerce graciously donated a tree to the Township to recognize our community resilience throughout the Covid-19 pandemic. A tree planting ceremony took place on October 22 in front of the library.

- We have an upcoming vaccine clinic scheduled in Wainfleet tomorrow, October 27th. We have also received information of future clinic dates for November 13th and November 24th. Please check Niagara Region website for further information on vaccination clinics.
- We will be hosting our annual Remembrance Day ceremony this year on November 11 at the Wainfleet cenotaph. The event this year will be significantly modified to ensure health and safety within the Community and COVID-19 protocols will be in place.
- Port Cares is doing a Pop Up Employment event in Wainfleet in the main village area on October 27 and November 3 between 1-4 p.m. A tent and table will be set up promoting their services including resume and job search help, interview preparations and academic and computer upgrading.
- Regional Council will meet virtually on Thursday November 18 at 6:30 p.m.
- Our next regular meeting of Council will be held Tuesday November 16 at 7:00 p.m.

6. Councillor's Announcements & Remarks

None.

7. Adoption of Previous Council Minutes

- a) Minutes of the Regular Meeting of Council held October 5, 2021
- b) Minutes of the Special Meeting of Council held October 19, 2021

Resolution No. C-2021-228

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

“THAT the minutes of the regular meeting of Council held October 5, 2021 and the minutes of the special meeting of Council minutes held October 19, 2021 be adopted as circulated.”

CARRIED

8. Public Meeting

A public meeting was held for Application for Zoning By-law Amendment Z07/2021 – Victor Samuel, 52149 Wilford Road (Part Lot 21, Concession 5)

The Planner indicated the Zoning By-law Amendment proposes to rezone Part 2 of the subject property from Agricultural – A2 to an Agricultural – A2-1 zone to prohibit dwellings and to an Agricultural – A2-71 zone to recognize a reduced lot area of 19.2 hectares where 40 hectares is required, while maintaining the Environmental Conservation Overlay.

The Planner reviewed comments received from different internal departments and outside agencies and provided details on next steps respecting the application.

Councillor Cridland commented that there is typically a minimum of 1 hectare requirement and asked the Planner to comment if there was any discussion to reduce the lot size. The Planner indicated that yes this was topic of discussion at the Committee of Adjustment hearing and also discussed at the pre-consultation meeting. The minimum lot size is 1 hectare and may be allowed to go above that provided there is justification to do so.

There being no further discussion, the Public Meeting was adjourned.

9. Delegations

- a) Niagara Peninsula Conservation Authority – Steve Miller
NPCA's Big Forks Creek and Beaver Creek, Floodplain Mapping Study Project Overview

Resolution No. C-2021-229

Moved by Councillor Gilmore

Seconded by Councillor MacLellan

“**THAT** the delegation presentation from Steve Miller from the Niagara Peninsula Conservation Authority respecting Floodplain Mapping Project Overview (Big Forks & Beaver Creek) be received for information.”

CARRIED

10. Staff Reports & Recommendations

Resolution No. C-2021-230

Moved by Councillor Gilmore

Seconded by Councillor Van Vliet

“**THAT** the order of business be amended to consider agenda item d) i. being the Memorandum respecting Township of Wainfleet Central Fire Station Project first under Staff Reports & Recommendations.”

CARRIED

a) Deferred Reportsi. Memorandum Re: Township of Wainfleet Central Fire Station Project**Resolution No. C-2021-231**

Moved by Councillor Gilmore

Seconded by Councillor Van Vliet

“THAT the memorandum submitted by the Chief Administrative Officer respecting Township of Wainfleet Central Fire Station Project be received; and

THAT Council direct staff to proceed with the preparation and issuance of a Request for Proposals for project management services for the Fire Station Construction Project.”

CARRIED**Resolution No. C-2021-232**

Moved by Councillor Van Vliet

Seconded by Councillor Gilmore

THAT Fire Staff Report FSR-011/2021 respecting the Central Station Fire Station Pre-Tender Design and Updated Cost Report be received;

AND THAT Council direct staff to proceed with the preparation and issuance of a Construction Tender for the Fire Station based on the Construction Drawings as attached to this report;

AND THAT staff be directed to return to Council upon completion of the Tender process, to award the Tender to the successful bidder.

After discussion, the motion was amended to read as follows:

Resolution No. C-2021-233

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

“THAT Fire Staff Report FSR-011/2021 respecting the Central Station Fire Station Pre-Tender Design and Updated Cost Report be received;

AND THAT Council direct Raimando & Associates to proceed with the preparation of Construction Tender for the Fire Station based on the amended report;

AND THAT the Project Manager review the final Tender documents prior to issuance;

AND THAT staff be directed to return to Council upon completion of the Tender process to award the Tender.”

Councillor Gilmore requested a recorded vote

Councillor Cridland	Yes
Councillor Gilmore	Yes
Councillor MacLellan	Yes
Councillor Van Vliet	Yes
Mayor Gibson	Yes

CARRIED AS AMENDED

Resolution No. C-2021-234

Moved by Councillor Gilmore

Seconded by Councillor Van Vliet

“THAT Report FSR-012/2020: Central Fire Station Project Charter be received; and

THAT the Project Charter, attached to this report as Appendix “A”, **BE AMENDED** to include a Project Manager role.”

CARRIED

Resolution No. C-2021-235

Moved by Councillor Van Vliet

Seconded by Councillor Gilmore

“THAT the Central Station Fire Hall Design be sent out to tender and further discussion on the matter take place once tenders are received.”

Councillor Van Vliet withdrew her deferred motion from October 19, 2022

b) Administrative Staff Reports

i. ASR-027/2021 Re: COVID-19 Impact Report

Resolution No. C-2021-236

Moved by Councillor Gilmore

Seconded by Councillor Cridland

“THAT Administrative Staff Report ASR-027/2021 respecting COVID-19 Impact Report be received as information.”

CARRIED

- ii. ASR-028/2021 Re: Closed Meeting Investigator Contract Renewal

Resolution No. C-2021-237

Moved by Councillor Gilmore

Seconded by Councillor Cridland

“THAT Administrative Staff Report ASR-028/2021 respecting Closed Meeting Investigator Contract Renewal with Local Authority Services Limited be received; and

THAT the current contract between the Township of Wainfleet and Local Authority Services Limited for Closed Meeting Investigator Services be renewed for a two year term, ending on December 31, 2023.”

CARRIED

- iii. ASR-029/2021 Re: 2022 Council Meeting Schedule

Resolution No. C-2021-238

Moved by Councillor Cridland

Seconded by Councillor Gilmore

“THAT Administrative Staff Report ASR-029/2021 respecting 2022 Council Meeting Schedule be received;

AND THAT the 2022 Council Meeting Schedule outlined in the report be confirmed and adopted.”

CARRIED

- iv. ASR-030/2021 Re: 2021 Third Quarter Capital Project Update

Resolution No. C-2021-239

Moved by Councillor Cridland

Seconded by Councillor MacLellan

“THAT Administrative Staff Report 030/2021 regarding Capital expenditures to date be received for information.”

CARRIED

- v. Memorandum Re: Election Sign By-law

Resolution No. C-2021-240

Moved by Councillor Gilmore

Seconded by Councillor Van Vliet

“THAT the Memorandum submitted by the Deputy Clerk respecting Election Sign By-law be received as information.”

CARRIED

c) Planning Staff Reports

- i. Memorandum Re: By-law No. 032-2021 to Dedicate Certain Lands as Part of Marshville Drive

Resolution No. C-2021-241

Moved by Councillor Cridland

Seconded by Councillor Gilmore

“THAT the Memorandum submitted by the Planner respecting By-law to dedicate lands as part of Marshville drive be received as information.”

CARRIED

- ii. PSR-011/2021 Re: Draft Short Term Rental By-law

Resolution No. C-2021-242

Moved by Councillor Cridland

Seconded by Councillor Van Vliet

“THAT Planning Staff Report PSR-011/2021 respecting a Short-Term Rental By-law be received; and

THAT staff be directed to commence a public consultation process regarding the draft By-law for licensing of short-term rentals prior to final Council consideration.”

CARRIED

d) Public Works Staff Reports

- i. PWSR-022/2021 Re: Capital Project Update - Gents Road Bridge Replacement

Resolution No. C-2021-243

Moved by Councillor Gilmore

Seconded by Councillor MacLellan

“THAT Report PWSR-022/2021 respecting the Gents Road Bridge Replacement Update be received; and

THAT Council authorize the Manager of Operations to proceed with the tendering of the Gents Road bridge replacement utilizing the use of HDPE; and

THAT any project overages be funded utilizing reserves.”

CARRIED

11. Review of Correspondence

None.

12. By-laws

Resolution No. C-2021-244

Moved by Councillor Gilmore

Seconded by Councillor MacLellan

“**THAT** By-law No. 032-2021 being a by-law to dedicate certain lands as part of Marshville Drive in the Township of Wainfleet.”

CARRIED

13. Notices of Motion

None.

14. Closed Meeting

Resolution No. C-2021-245

Moved by Councillor Gilmore

Seconded by Councillor MacLellan

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

- a) Pursuant to Section 239(2)(f) of the Municipal Act, 2001, advice that is subject to solicitor-client privilege 1 item – (A legal opinion respecting a governance matter)
- b) Pursuant to Section 239(2)(c) of the Municipal Act, 2001, a proposed or pending acquisition or disposition of land – 2 items (1 acquisition of land matter and 1 disposition of land matter)
- c) Pursuant to Section 239 (2)(b) of the Municipal Act, 2001, personal matters about an identifiable individual – 1 item (a staffing matter).”

CARRIED

15. Rise & Report

Council met in closed session to receive a legal opinion respecting a governance matter.

Council provided direction to staff respecting a disposition of land matter and received information respecting an acquisition of land matter and staffing matters.

16. By-law to Confirm the Proceedings of Council

Resolution No. C-2021-246

Moved by Councillor Gilmore

Seconded by Councillor MacLellan

“**THAT** By-law No. 033-2021 being a by-law to adopt, ratify and confirm the actions of the Council at its special meeting held October 19, 2021 and its regular meeting held October 26, 2021 be read and passed this 26th day of October, 2021.”

CARRIED

17. Adjournment

There being no further business, the meeting was adjourned at 10:43 p.m.

K. Gibson, MAYOR

M. Ciuffetelli, DEPUTY CLERK

Approved by Council November 16, 2021