



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

C04/23  
FEBRUARY 21, 2023  
7:00 P.M.  
COUNCIL CHAMBERS

PRESENT: B. Grant Mayor  
J. Anderson Councillor  
T. Gilmore Councillor  
J. MacLellan Councillor (Electronic Participation)  
S. Van Vliet Councillor

STAFF PRESENT: W. Kolasa Chief Administrative Officer  
M. Kirkham Deputy Clerk  
M. Alcock Fire Chief  
L. Earl Manager of Community & Development Services  
A. Chrastina Administrative Assistant

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C04/23

**1. Call to Order**

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

**2. National Anthem**

**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.

**3. Disclosures of Interest and the General Nature Thereof**

None.

**4. Mayor's Announcements & Remarks**

- Please note that our live broadcast will not be available this evening due to technical issues. These meeting proceedings are being recorded and will be made available through the Township website and youtube.com tomorrow.
- We'd like to extend our sincere condolences to the family on Perry Road recently impacted by a fire in the home.
- Niagara Region council's budget committee of the whole settled on a 2023 levy budget at 7.58% for the Region's portion of property tax bills. This will go before the full Regional Council Thursday February 23 for approval.

- There will be a special meeting of Council held February 28 at 7:00 p.m. where we will be considering the Operating Budget. Special meetings are not typically live-streamed however, they are open to the public to attend.
- Our next regular meeting of Council will be held Tuesday March 21 at 7:00 p.m.

**5. Councillor's Announcements & Remarks**

None.

**6. Adoption of Previous Council Minutes**

**Resolution No. C-2023-33**

Moved by Councillor Van Vliet

Seconded by Councillor Gilmore

“**THAT** the minutes of the regular meeting of Council held February 7, 2023 be adopted as circulated.”

CARRIED

**7. Public Meeting**

None.

**8. Delegations**

None.

**9. Staff Reports & Recommendations**

a) Community & Development Services Staff Reports

- i. CDS-001/2023 Re: Short-Term Rental Licensing By-law

**Resolution No. C-2023-34**

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

“**THAT** the draft Short-Term Rental By-law require establishments to provide emergency exit lighting.”

CARRIED

**Resolution No. C-2023-35**

Moved by Councillor Gilmore

Seconded by Councillor Van Vliet

“**THAT** the Fire Chief be directed to prepare a recommendation report on fire extinguishers in Short-Term Rental establishments.”

CARRIED

**Resolution No. C-2023-36**

Moved by Councillor Gilmore

Seconded by Councillor Van Vliet

**“THAT** the draft Short-Term Rental By-law provide that no person shall operate a Short-Term Rental that contains more than three (3) bedrooms; and

**THAT** no person shall operate a Short-Term Rental with an occupancy that exceeds the maximum occupancy limits of 2 (two) people per bedroom, excluding children.”

CARRIED

**Resolution No. C-2023-37**

Moved by Councillor MacLellan

Seconded by Councillor Gilmore

**“THAT** the draft Short-Term Rental By-law provide for provisions no person shall permit guests, other than occupants listed in the rental agreement to remain at the Short-Term Rental Premises beyond 9:00 p.m. each day, subject to available parking.”

CARRIED

**Resolution No. C-2023-38**

Moved by Councillor Gilmore

Seconded by Councillor Anderson

**“THAT** Community & Development Services Staff Report CDS-001/2023 be received; and

**THAT** the draft Short-Term Rental Licensing By-law appended to this report as amended be presented to Council for adoption at the next available meeting.”

CARRIED

- ii. PSR-004/2023 Re: Draft Plan of Subdivision – File No. P02/2021W  
Zoning By-law Amendment – File No. Z06/2021W  
2709998 Ontario Inc. (LandPro Planning Solutions Inc.)

**Resolution No. C-2023-39**

Moved by Councillor Gilmore

Seconded by Councillor Van Vliet

**“THAT** Planning Staff Report PSR-004/2023 be received; and

**THAT** draft plan of subdivision application P02/2021W for the lands described as Concession 4, Part Lot 32, RP 59R-4745 Part 1, Township of Wainfleet, be approved for the reasons outlined this report and subject to the conditions of draft approval in Appendix “C”; and

**THAT** zoning by-law amendment application Z06/2021W for the lands described as Concession 4, Part Lot 32, RP 59R-4745 Part 1, Township of Wainfleet, be approved for the reasons outlined in this report; and

**THAT** the zoning by-law amendment attached as Appendix “D” be adopted; and

**THAT** the applications be deemed to be consistent with the Provincial Policy Statement 2020 and other matters of Provincial interest.”

CARRIED

b) Fire Staff Reports

- i. FSR-002/2023 Re: 2022 Annual Report

**Resolution No. C-2023-40**

Moved by Councillor Anderson

Seconded by Councillor Van Vliet

“**THAT** Fire Staff Report FSR-002/2023 regarding the 2022 Annual Report be received for information.”

CARRIED

c) Public Works Staff Reports

- i. PWSR-001/2023 Re: Award of Tender for Pearson Bridge Rehabilitation

**Resolution No. C-2023-41**

Moved by Councillor Gilmore

Seconded by Councillor Van Vliet

“**THAT** Public Works Staff Report PWSR-001/2023 respecting Award of Tender for the Pearson Bridge Rehabilitation be received; and

**THAT** Council awards the tender submission of Anthony’s Excavating Central Inc. in the amount of \$1,034,502.12 (excluding HST) and

**THAT** Council approve the Township of West Lincoln enter into an agreement with Anthony's Excavating Central Inc. for this shared ownership bridge and

**THAT** Council approve the expenditure of the allotted \$635,000 approved in the 2023 capital budget for the Pearson Road Bridge Rehabilitation project."

CARRIED

**10. Review of Correspondence**

None.

**11. By-laws**

**Resolution No. C-2023-42**

Moved by Councillor Gilmore

Seconded by Councillor MacLellan

**THAT** By-law No. 010-2023 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. 581-78 of the Corporation of the Township of Wainfleet with respect to those lands forming Part Lot 32, Concession 4 RP 59R4745 Part 1 in the Township of Wainfleet.

CARRIED

**12. Notices of Motion**

Mayor Grant provided notice that he would be bringing forward a motion at the next available meeting providing direction to staff to review the accessory building zoning requirements and to provide recommendations for changes.

**13. Closed Meeting**

**Resolution No. C-2023-43**

Moved by Councillor Gilmore

Seconded by Councillor Anderson

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

- a) Item under Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – 1 matter (a litigation matter)

CARRIED

**14. Rise & Report**

The Deputy Clerk reported that Council met in closed session and received information respecting an ongoing litigation matter.

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

**Resolution No. C-2023-44**

Moved by Councillor Gilmore

Seconded by Councillor Anderson

**“THAT By-law No. 011-2023 being a by-law to adopt, ratify and confirm the actions of the Council at its meeting held on the 21<sup>st</sup> day February, 2023.”**

CARRIED

**16. Adjournment**

There being no further business, the meeting adjourned at 9:45 p.m.

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B. Grant, MAYOR

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M. Kirkham, DEPUTY CLERK

**Approved by Council March 21, 2023**