



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

C27/23
NOVEMBER 21, 2023
7:00 P.M.
COUNCIL CHAMBERS

PRESENT: J. Anderson Councillor
T. Gilmore Councillor (Chair)
J. MacLellan Councillor
S. Van Vliet Councillor

REGRETS: B. Grant Mayor

STAFF PRESENT: W. Kolasa Chief Administrative Officer
M. Kirkham Deputy Clerk
M. Alcock Fire Chief
L. Earl Mgr. of Community & Development Services
L. Gudgeon Manager of Human Resources (Zoom)
C. Hart Manager of Financial Planning/Deputy Treasurer
S. Ivins Planner
M. Luey Manager of Corporate Services/Treasurer
R. Nan Manager of Operations
A. Chrastina Administrative Assistant

1. Call to Order

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

2. National Anthem

3. Land Acknowledgement Statement

Deputy Mayor Gilmore 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 and the General Nature Thereof

None.

5. Mayor's Announcements & Remarks

Deputy Mayor Gilmore 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.
- I would like to extend my deepest gratitude to each and every one of you who joined us for our Remembrance Day ceremony this year. Your

presence and participation made the occasion truly meaningful and impactful.

- The Newhouse Drain Court of Revision is scheduled for tomorrow at 4:00 p.m. here in Council Chambers.
- We are raising the flag for AIDS Awareness on Monday November 27th at 11:00 a.m.
- Our next regular meeting of Council is Monday December 11 at 7:00pm. This will be the last regular meeting of 2023 and is also Mr. Kolasa's last meeting with us.

6. Councillor's Announcements & Remarks

None.

7. Adoption of Previous Council Minutes

Resolution No. C-2023-209

Moved by Councillor MacLellan

Seconded by Councillor Anderson

"**THAT** the minutes of the Regular Meeting of Council held November 1, 2023 and the Special Meetings of Council held November 14, 2023 and November 14, 2023 be adopted as circulated."

CARRIED

8. Public Meeting

a) Z03/2023W – Zoning By-law Amendment – Vacant Lot Beach Road East

Deputy Mayor Gilmore advised that the purpose of the Public Meeting is to provide information about Zoning By-law Amendment application Z03/2023W and provide opportunity for public input.

The Planner provided an information report outlining application details and written comments received.

Steven Rivers, representing the applicant provided comments indicating a tree preservation plan has been prepared, archaeological assessment completed with no concerns and noted this is a reasonable request in keeping with good planning.

There were no questions or comments from Members of Council and there were no members of public present wishing to speak to the application.

The Public Meeting was adjourned.

b) Z04/2023W – Zoning By-law Amendment – 73982 Regional Road 45

Deputy Mayor Gilmore advised that the purpose of the Public Meeting is to provide information about Zoning By-law Amendment application Z04/2023W and provide opportunity for public input.

The Planner provided an information report outlining application details and written comments received.

There were no questions or comments from Members of Council and there were no members of public present wishing to speak to the application.

The Public Meeting was adjourned.

c) Z05/2023W – Zoning By-law Amendment – 52253 Misener Road

Deputy Mayor Gilmore advised that the purpose of the Public Meeting is to provide information about Zoning By-law Amendment application Z05/2023W and provide opportunity for public input.

The Planner provided an information report outlining application details and written comments received.

There were no questions or comments from Members of Council and there were no members of public present wishing to speak to the application.

The Public Meeting was adjourned.

d) Proposed Amendment to the Fees & Charges By-law

Deputy Mayor Gilmore advised that the purpose of the Public Meeting is to provide information and gather public comments regarding the 2024 User Fees and Charges By-law for various municipal services and activities and for the use of Township property and for proposed changes to 2024 Building Permit Fees.

The Manager of Financial Planning provided an overview of the proposed changes to the 2024 User Fees and Charges and Building Permit Fees.

There were no questions or comments from Members of Council and there were no members of public present wishing to speak to the proposed amendments.

The Public Meeting was adjourned.

9. Delegations

None.

10. Consent Agenda

None.

11. Staff Reports & Recommendations**a) Administrative Staff Reports****i. ASR-015/2023 Re: Proposed User Fees and Charges****Resolution No. C-2023-210**

Moved by Councillor Van Vliet

Seconded by Councillor MacLellan

“THAT Report ASR-015/2023 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

ii. ASR-016/2023 Re: 2022 Auditor’s Report and Draft Financial Report**Resolution No. C-2023-211**

Moved by Councillor Anderson

Seconded by Councillor MacLellan

“THAT Report ASR-016/2023, 2022 Auditor’s Report Council – Communication of Audit Strategy and Results, be received; and

THAT Council approve the 2022 Draft Financial Report;

THAT Council approve the recommended allocation of operating surplus into the reserve funds outlined in this report.”

CARRIED

iii. ASR-017/2023 Re: 2022 Auditor’s Report and Draft Financial Report**Resolution No. C-2023-212**

Moved by Councillor Anderson

Seconded by Councillor MacLellan

“THAT Report ASR-017/2023 be received; and

THAT the 2024 operating levy budget, as outlined in Appendix A, with a net levy budget of \$6,481,664 (an increase of \$266,466) be approved; and

THAT the 2024 infrastructure levy budget, as outlined in Appendix A, with a levy budget of \$1,441,131 (an increase of \$167,244) be approved; and

THAT the 2024 capital levy budget, as outlined in Appendix A, with a levy budget of \$1,119,900 (an increase of \$247,245) be approved; and

THAT the 2024 capital budget, as outlined in Appendix B, with a total capital commitment and recommended funding of \$5,726,127 be approved; and

THAT the 2024 consolidated budget, with an overall levy increase of 5.9% net of assessment growth of 2.2%, be approved.”

CARRIED

- iv. ASR-018/2023 Re: Closed Meeting Investigator Contract Renewal with Local Authority Services Limited

Resolution No. C-2023-213

Moved by Councillor Van Vliet

Seconded by Councillor MacLellan

“**THAT** Administrative Staff Report ASR-018/2023 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, 2025.”

CARRIED

- v. ASR-019/2023 Re: Indemnification By-law

Resolution No. C-2023-214

Moved by Councillor MacLellan

Seconded by Councillor Anderson

“**THAT** Report ASR-019/2023 regarding an Indemnification By-law be received; and

THAT a by-law to provide for the indemnification and defense of Members of Council and Employees of the Corporation of the Township of Wainfleet against liability incurred while acting on behalf of the Corporation be presented to Council for consideration and approval.”

CARRIED

b) Public Works Staff Reports**i. PWSR-017/2023 Re: Community Safety Zone Request****Resolution No. C-2023-215**

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

“THAT Report PWSR-017/2023 respecting Community Safety Zone Request be received; and

THAT a By-law to amend Schedule “H” of Traffic By-law No. 010-2018 to include Park Street from Sugarloaf Street to Side Road 20 with a maximum speed of 40km/h be presented to Council for ratification at the next available meeting.”

CARRIED

ii. PWSR-018/2023 Re: Roads Needs Study Results**Resolution No. C-2023-216**

Moved by Councillor Anderson

Seconded by Councillor MacLellan

“THAT Public Works Staff Report PWSR-018/2023 respecting the results of the Road Needs Study be received; and

THAT Council direct staff to utilize the Road Needs Study and implement recommendations contained within, to establish and prioritize future road rehabilitation projects.”

CARRIED

12. Review of Correspondence

None.

13. By-laws**Resolution No. C-2023-217**

Moved by Councillor Van Vliet

Seconded by Councillor MacLellan

“THAT the following by-laws be read and passed this 21st day of November, 2023:

a) By-law No. 047-2023 being a by-law to establish and regulate payment of various fees and charges within the Township of Wainfleet

- b) By-law No. 048-2023 being a by-law to provide for the indemnification and defence of members of council and employees of the Corporation of the Township of Wainfleet against liability incurred while acting on behalf of the corporation of the municipality.”

CARRIED

14. Notices of Motion

None.

15. Closed Meeting

Resolution No. C-2023-218

Moved by Councillor Van Vliet

Seconded by Councillor MacLellan

“**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 (Application Review for Niagara Transit Commission Public Advisory Committee)

- c) Minutes of the Closed Meeting of Council held November 1, 2023”

CARRIED

16. Rise & Report

The Deputy Clerk noted that Council met in closed session to review citizen applications for representation on the Niagara Transit Commission Public Advisory Committee. Direction to rise with the following motion for consideration was provided:

Resolution No. C-2023-219

Moved by Councillor Van Vliet

Seconded by Councillor MacLellan

“**THAT** Gavin Maguire Hillhouse be nominated to the Niagara Transit Commission Public Advisory Committee to coincide with the current term of Council.”

CARRIED

17. By-law to Confirm the Proceedings of Council

Resolution No. C-2023-220

Moved by Councillor MacLellan

Seconded by Councillor Van Vliet

“THAT By-law No. 049-2023 being a by-law to adopt, ratify and confirm the actions of the Council held at its meetings held on the 14th, 15th and 21st day of November, 2023 be read and passed this 21st day of November, 2023.”

CARRIED

18. Adjournment

There being no further business, the meeting was adjourned at 8:12 p.m.

T. Gilmore, DEPUTY MAYOR

M. Kirkham, DEPUTY CLERK

Approved by Council December 11, 2023