



**Haldimand**  
County

**THE CORPORATION OF HALDIMAND COUNTY  
COUNCIL IN COMMITTEE MINUTES**

**Date:** August 29, 2023  
**Time:** 9:30 A.M.  
**Location:** Haldimand County Administration Building

**COUNCIL PRESENT** S. Bentley, Mayor  
S. Patterson, Councillor  
J. Metcalfe, Councillor  
D. Lawrence, Councillor  
M. Trainer, Councillor  
R. Shirton, Councillor  
P. O'Neill, Councillor

**STAFF PRESENT** C. Case, Interim Chief Administrative Officer  
M. Evers, General Manager, Community & Development Services  
T. Haedrich, General Manager, Engineering & Capital Works  
M. Jamieson, General Manager, Corporate & Social Services  
M. Merritt, General Manager, Financial & Data Services  
P. Mete, General Manager, Public Works Operations  
R. Charlton, Manager, Building & Municipal Enforcement Services  
E. Eichenbaum, Manager, Clerks Division / Municipal Clerk  
J. Easson, Senior Economic Development Officer  
L. Romanuk, Manager, Economic Development & Tourism  
T. Cassidy, Council Services Coordinator / Deputy Clerk

**A. CALL TO ORDER**

Mayor Bentley called the Council in Committee meeting to order at 9:31 a.m.

**B. LAND ACKNOWLEDGEMENT**

Councillor Shirton read the Land Acknowledgement statement.

**C. ROLL CALL**

The Mayor and all Members of Council were in attendance.

**D. DISCLOSURES OF PECUNIARY INTEREST**

None.

**E. PUBLIC MEETING FOR PLANNING APPLICATIONS**

None.

## **F. MOTIONS OF CONSENT**

None.

## **G. DEPARTMENTAL STAFF REPORTS**

### **1 COMMUNITY & DEVELOPMENT SERVICES**

Councillor Lawrence, Chair of Community & Development Services, assumed the Chair for this portion of the meeting.

#### **1.1 EDT-09-2023 Rural Business and Tourism Community Improvement Plan Application – 834 North Shore Drive, Dunnville**

##### **Recommendation 1**

Moved By: Councillor Metcalfe

Seconded By: Councillor O'Neill

1. THAT Report EDT-09-2023 Rural Business and Tourism Community Improvement Plan Application – 834 North Shore Drive, Dunnville be received;
2. AND THAT the project as outlined in Report EDT-09-2023 be approved for a grant to be funded from the Community Improvement Plan Reserve, to a maximum of \$10,000;
3. AND THAT the Mayor and Clerk be authorized to execute the Rural Business and Tourism Community Improvement Plan Financial Incentive Program Agreement with the respective property owner.

**CARRIED**

#### **1.2 Other Business**

Update Re: Housing Pledge and Target – It was noted that a report was initially slated for this meeting; however, due to a recent announcement from the province, the County is now assigned a housing target and required to produce a letter of commitment. A revised report will be coming forward to the September 19, 2023 Council in Committee meeting.

Update Re: Approval of Official Plan – The province has gone through the last step in its approval process; further update to be expected in September.

### **2 PUBLIC WORKS OPERATIONS**

Councillor O'Neill, Chair of Public Works Operations, assumed the Chair for this portion of the meeting.

2.1 Other Business

None.

3 ENGINEERING & CAPITAL WORKS

Councillor Metcalfe, Chair of Engineering & Capital Works, assumed the Chair for this portion of the meeting.

3.1 ENG-14-2023 Turning Lane Improvements and Parking Restrictions for Caithness Street East - Caledonia

**Recommendation 2**

Moved By: Councillor Lawrence

Seconded By: Councillor Patterson

1. THAT Report ENG-14-2023 Turning Lane Improvements and Parking Restrictions for Caithness Street East – Caledonia be received;
2. AND THAT Schedule “B” No Stopping – Caledonia, Schedule “C” No Parking – Caledonia and Schedule “D” Restricted Parking – Caledonia of By-law 307/02 be amended as outlined in Report ENG-14-2023.

**CARRIED**

3.2 ENG-16-2023 Budget Reallocation – 2023 Pedestrian Crossover Program

**Recommendation 3**

Moved By: Councillor O'Neill

Seconded By: Councillor Shirton

1. THAT Report ENG-16-2023 Budget Reallocation – 2023 Pedestrian Crossover Program be received;
2. AND THAT the Tax Supported Capital Budget be amended as outlined in Report ENG-16-2023.

**CARRIED**

3.3 ENG-17-2023 Haldimand Road 66 Speed Limit Reduction - Caledonia

**Recommendation 4**

Moved By: Mayor Bentley

Seconded By: Councillor Lawrence

1. THAT Report ENG-17-2023 Haldimand Road 66 Speed Limit Reduction - Caledonia be received;

2. AND THAT the Rate of Speed By-law be amended on Haldimand Road 66 as outlined in Report ENG-17-2023.

**CARRIED**

3.4 ENG-18-2023 Morgan Drive Pedestrian Crossover By-law and Parking Control By-law Update, Caledonia

**Recommendation 5**

Moved By: Councillor Lawrence

Seconded By: Councillor Shirton

1. THAT Report ENG-18-2023 Morgan Drive Pedestrian Crossover By-law and Parking Control Bylaw Update, Caledonia be received;
2. AND THAT By-law 2374/22 be amended as outlined in Report ENG-18-2023;
3. AND THAT By-law 307/02 be amended as outlined in Report ENG-18-2023.

**CARRIED**

3.5 Other Business

None.

4 FINANCIAL & DATA SERVICES

Councillor Shirton, Vice-Chair of Financial & Data Services, assumed the Chair for this portion of the meeting.

4.1 Other Business

None.

5 CORPORATE & SOCIAL SERVICES

Councillor Shirton, Chair of Corporate & Social Services, resumed the Chair for this portion of the meeting.

5.1 LSS-18-2023 County Owned Property on Highway 54, Caledonia

**Recommendation 6**

Moved By: Councillor Lawrence

Seconded By: Councillor Metcalfe

1. THAT Report LSS-18-2023 County Owned Property on Highway 54, Caledonia be received;

2. AND THAT staff proceed with Option 1 as outlined within Report LSS-18-2023, for the property legally described as PIN# 38153-0102 LT, One Chain Reserve Along the Grand River Seneca (AKA Tow Path) abutting Lot 30 Front Concession on Grand River Seneca; Haldimand County.

**CARRIED**

## 5.2 Other Business

None.

## 6 CORPORATE AFFAIRS

Mayor Bentley, Chair of Corporate Affairs, resumed the Chair for the remainder of the meeting.

### 6.1 CLE-07-2023 Accessibility Advisory Committee and Youth Advisory Committee Appointments

#### **Recommendation 7**

Moved By: Councillor Metcalfe

Seconded By: Councillor O'Neill

1. THAT Report CLE-07-2023 Accessibility Advisory Committee and Youth Advisory Committee Appointments be received;
2. AND THAT Memorandum CLE-M05-2023 Addendum to Report CLE-07-2023 Accessibility Advisory Committee and Youth Advisory Committee Appointments be received and remain confidential;
3. AND THAT **Audrey Doxtdator** and **Marianne Kidd** be appointed to the Haldimand County Accessibility Advisory Committee for the term ending November 14, 2026;
4. AND THAT **Andrew Poirier** and **Mya Baxter** be appointed to the Haldimand County Youth Advisory Committee for the term ending November 14, 2026.

**CARRIED**

### 6.2 CLE-08-2023 Council Meeting Schedule - 2024

#### **Recommendation 8**

Moved By: Councillor Shirton

Seconded By: Councillor Patterson

1. THAT Report CLE-08-2023 Council Meeting Schedule – 2024 be received;

2. AND THAT the Council Meeting Schedule attached to Report CLE-08-2023 be adopted for the 2024 calendar year.

**CARRIED**

### 6.3 CLE-09-2023 Council Appointments

#### **Recommendation 9**

Moved By: Councillor Metcalfe

Seconded By: Councillor O'Neill

1. THAT Report CLE-09-2023 Council Appointments be received;
2. AND THAT Councillor Metcalfe be appointed as Deputy Mayor for the period from November 15, 2023 to November 14, 2024;
3. AND THAT, notwithstanding the appointments adopted on December 12, 2022, the following appointments for Chairs and Vice Chairs for the Business Divisions of Council in Committee for Haldimand County be made for the period from September 7, 2023 to November 14, 2024:

Public Meeting for Planning Applications	Chair	Councillor Patterson
	Vice Chair	Mayor Bentley
Community & Development Services	Chair	Councillor Lawrence
	Vice Chair	Councillor Shirton
Public Works Operations	Chair	Councillor Trainer
	Vice Chair	Councillor Patterson
Engineering & Capital Works	Chair	Councillor Metcalfe
	Vice Chair	Councillor Lawrence
Financial & Data Services	Chair	Councillor O'Neill
	Vice Chair	Councillor Trainer
Corporate & Social Services	Chair	Councillor Shirton
	Vice Chair	Councillor O'Neill
Corporate Affairs	Chair	Mayor Bentley
	Vice-Chair	Councillor Metcalfe

4. AND THAT Councillor Trainer be appointed to the Agricultural Advisory Committee for the term ending November 14, 2026;
5. AND THAT Councillor Trainer be appointed to the Hagersville Business Improvement Area Board of Management for the term ending November 14, 2026, or until a successor is appointed;
6. AND THAT Councillor Trainer be appointed to the Court of Revision for the term ending November 14, 2026;

7. AND THAT Councillor O'Neill be appointed to the Health and Social Services Advisory Committee for the term ending November 14, 2026;
8. AND THAT Councillor Trainer be appointed to Heritage Haldimand, in place of Councillor O'Neill, for the term ending November 14, 2026;
9. AND THAT Councillor Trainer be appointed to the Museums Advisory Board, in place of Councillor O'Neill, for the term ending November 14, 2026;
10. AND THAT Councillor Trainer be appointed to the Police Services Board for the term ending November 14, 2026, or until a successor is appointed.

**CARRIED**

6.4 CLE-10-2023 Ward Boundary Review Project – Scope and Budget

**Recommendation 10**

Moved By: Councillor Shirton

Seconded By: Councillor Lawrence

1. THAT Report CLE-10-2023 Ward Boundary Review Project – Scope and Budget be received;
2. AND THAT the scope of the Ward Boundary Review project, as outlined in Report CLE-10-2023 be approved;
3. AND THAT the revised budget as outlined in Report CLE-10-2023 be approved.

**CARRIED**

6.5 Other Business

Update Re: AMO Conference – An overview will be provided at the September 5<sup>th</sup> Council meeting.

**L. UNFINISHED BUSINESS**

None.

**H. NEW BUSINESS**

- 1 Motion Re: Funding of Road Shoulder Stabilization Work on North Shore Drive

**Recommendation 11**

Moved By: Councillor Trainer

Seconded By: Councillor Metcalfe

THAT the notice provisions of the Procedure By-law be waived in order to consider a motion on funding road shoulder stabilization work on North Shore Drive.

**CARRIED**

**Recommendation 12**

Moved By: Councillor Shirton

Seconded By: Councillor Metcalfe

THAT the 2023 Capital Budget be revised to include up to \$42,000 as a one-time expenditure to fund road shoulder stabilization work on North Shore Drive (across from 2871 North Shore Drive), funded by the Community Vibrancy Fund - Ward 5 allocation.

**CARRIED**

**I. REPORTS, INQUIRIES, ANNOUNCEMENTS AND CONCERNS OF COUNCILLORS**

The following items were highlighted:

- Inquiry re: requirements for a mobile food truck in Dunnville;
- Safety concern re: excessive deer in Port Maitland;
- Update on council priority re: hiring of officer(s) strictly allocated to Highway Traffic Act offences – it was noted that this is a 2024 initiative where options will be explored in collaboration with the OPP;
- Inquiry re: Council Code of Conduct related to Committee of Adjustment;
- Update re: construction of Selkirk Waterfront Park project.

**J. CLOSED SESSION**

None.

**K. MOTIONS ARISING FROM CLOSED SESSION**

None.



**M PRESENTATIONS AND CONSIDERATION OF RELATED REPORTS (11:00 A.M.)**

- 1 FIN-14-2023 Audited Financial Statements for 2022
- 2 FIN-M02-2023 Financial Audit Findings Letter for 2022
- 2.1 Jeff O'Donnell, Partner, Millard, Rouse & Rosebrugh LLP Chartered Professional Accountants

M. Merritt provided an overview of the report and introduced the auditor.

J. O'Donnell provided an overview of the financial statements for 2022.

**Recommendation 13**

Moved By: Councillor Metcalfe

Seconded By: Councillor Patterson

1. THAT Report FIN-14-2023 Audited Financial Statements for 2022 be received;
2. AND THAT the consolidated financial statements, including the Trust Fund Statements, for Haldimand County for 2022, as audited by Millard, Rouse and Rosebrugh LLP, be approved.

**CARRIED**

**Recommendation 14**

Moved By: Councillor Shirton

Seconded By: Councillor Lawrence

THAT Memorandum FIN-M02-2023 Financial Audit Findings Letter for 2022 be received.

**CARRIED**

**N. DELEGATIONS AND CONSIDERATION OF RELATED REPORTS (1:00 P.M.)**

- 1 Richard Pellerin, Sco-Terra Consulting Group Ltd. Re: Northwest Quadrant Wastewater Pumping Station Implementation - Dunnville
- 1.1 Correspondence from Jennifer Meader, Turkstra Mazza Re: Cost Sharing Agreement

R. Pellerin, Consultant for Meritage Landing Phase 3, provided an overview of the project. The project team is seeking support for the implementation of a cost sharing agreement for the northwest quadrant wastewater pumping station and related infrastructure works.

J. Meader, Counsel to proponents, added that the group is requesting that the County enter into a cost sharing agreement in order to ensure the equitable sharing of costs for the construction of the pumping station and related works, noting the benefits to land parcels within the northwest quadrant of Dunnville.

**Recommendation 15**

Moved By: Councillor Shirton

Seconded By: Councillor Metcalfe

THAT Section 19.3.4 of the Procedure By-law be waived to allow the delegation an additional 5 minutes to speak.

**CARRIED**

J. Meader spoke to the Planning Act, Development Charges Act and local service policy, and provided an overview of the proposed principles for the cost sharing agreement.

**Recommendation 16**

Moved By: Councillor Patterson

Seconded By: Councillor O'Neill

1. THAT the correspondence from Richard Pellerin, Sco-Terra Consulting Group Ltd. and Jennifer Meader, Turkstra Mazza Re: Cost Sharing Agreement for Northwest Quadrant Wastewater Pumping Station Implementation - Dunnville, dated August 1, 2023 and August 23, 2023, respectively, be received;
2. **AND THAT staff be directed to seek legal advice on the cost sharing request and report back to the September 19, 2023 Council in Committee meeting.**

**CARRIED**

**O. ADJOURNMENT**

**Recommendation 17**

Moved By: Councillor Shirton

Seconded By: Councillor Lawrence

THAT this meeting is now adjourned at 1:42 p.m.

**CARRIED**

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MAYOR

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DEPUTY CLERK