



**TOWNSHIP OF WILMOT  
COUNCIL MINUTES  
May 31, 2010**

**CLOSED SESSION OF COUNCIL  
WILMOT COMMUNITY ROOM  
6:30 P.M.  
REGULAR COUNCIL MEETING  
COUNCIL CHAMBERS  
7:00 P.M.**

**Members Present:** Mayor W. Roth, Councillors E. Fung, P. Roe, T. Broda, L. Armstrong

**Staff Present:** Chief Administrative Officer G. Whittington, Director of Clerk's Services B. McLeod, Deputy Clerk D. Mittelholtz, Director of Public Works G. Charbonneau, Director of Facilities and Recreation Services S. Nancekivell, Director of Development Services H. O'Krafka, Fire Chief J. Ritz, Director of Finance R. Tse, Manager of Revenue T. Wendland

**Also Present:** Peter Graham and Mike Arndt, Graham Mathew Professional Corporation

**1. MOTION TO GO INTO CLOSED SESSION**

**Resolution No. 2010-120**

**Moved by: P. Roe**

**Seconded by: T. Broda**

That a Closed Meeting of Council be held on Monday , May 31, 2010 at 6:30 pm in accordance with Section 239 of the Municipal Act, 2001, for the purposes of considering the following subject matters:

- b) personal matters about an identifiable individual, including municipal or local board employees.

**CARRIED.**

**2. MOTION TO RECONVENE IN OPEN SESSION**

**Resolution No. 2010-121**

**Moved by: L. Armstrong**

**Seconded by: T. Broda**

That we reconvene into Open Session of Council at 7:00 p.m. in the Council Chambers.

**CARRIED.**

**3. MOMENT OF SILENCE**

**4. ADDITIONS TO THE AGENDA**

5. **DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT**

6. **MINUTES OF PREVIOUS MEETINGS**

6.1 Council Meeting May 10, 2010

**Resolution No. 2010-122**

Moved by: L. Armstrong

Seconded by: P. Roe

That the minutes of the following meetings be adopted as presented:

Council Meeting May 10, 2010

CARRIED.

7. **PUBLIC MEETINGS**

7.1 REPORT NO. 2010-11  
ZCA-05/10  
Jadwiga Nowakowski  
Part of Lot 12, Concession 1, Block A  
1941 Sandhills Road

**Resolution No. 2010-123**

Moved by: E. Fung

Seconded by: L. Armstrong

That zone change application 05/10 made by Jadwiga Nowakowski affecting Part of Lot 12, Concession 1, Block A, to pass a temporary use by-law to permit a second dwelling for a period of two years be approved.

CARRIED.

Mayor W. Roth declared the public meeting open and stated that Council would hear all interested parties who wished to speak. He indicated that if the decision of Council is appealed to the Ontario Municipal Board, the Board has the power to dismiss an appeal if individuals do not speak at the public meeting or make written submissions before the by-law is passed.

Mayor W. Roth stated that persons attending as delegations at this meeting are required to leave their names and addresses which will become part of the public record and advised that this information may be posted on the Township's official website.

The Director of Development Services highlighted the report.

Mayor W. Roth asked if there were questions of a technical nature from Council.

Mayor W. Roth asked if the applicant wished to address Council.

Mayor W. Roth asked twice if anyone else wished to address Council, and in the absence of any further comments, declared the public meeting to be closed.

**8. PRESENTATIONS/DELEGATIONS****9. REPORTS**

9.1 CAO – no reports

9.2 CLERKS

9.2.1 REPORT NO. CL 2010-13  
Court of Revision Appointment  
Sippel Drain Branch 2  
Part Lot ½ Lot 5, Concession 14, Township of Blandford-Blenheim  
Part Lots 29 and 30, Concession 4A, Township of Wilmot  
Part Oxford-Waterloo Road

**Resolution No. 2010-124**

Moved by: L. Armstrong

Seconded by: T. Broda

That Councillor E. Fung be appointed to the Court of Revision for the Sippel Drain Branch 2 at the date and time established by The Township of Blandford Blenheim being Wednesday, July 7, 2010 at 11:30 am; and further,

That Councillor P. Roe be appointed as an alternate representative.

CARRIED.

9.2.2 REPORT NO CL 2010-14  
Appointment of Engineer  
Petition for Municipal Drainage Works  
Lot 8, Concession 1, Block 'B'  
1942 Wilby Line  
Township of Wilmot, Regional Municipality of Waterloo

**Resolution No. 2010-125**

Moved by: E. Fung

Seconded by: P. Roe

That Dietrich Engineering of 155 Frobisher Drive, Waterloo be appointed as the engineer relative to the Petition from the landowner of Lot 8, Concession 1, Block 'B' – 1942 Wilby Road, Township of Wilmot and be authorized to prepare a report under Section 8 (1) of the Drainage Act, R.S.O. 1990, Chapter D. 17.

CARRIED.

**9.3 FINANCE****9.3.1 REPORT NO. FIN 2010-26  
2009 Annual Financial Report****Resolution No. 2010-126****Moved by: L. Armstrong****Seconded by: P. Roe**

**That Report Fin 2010-26 regarding the 2009 Annual Financial Report be received for information purposes.**

**CARRIED UNANIMOUSLY.**

Mr. Peter Graham provided Council with a presentation (see attached Appendix A) highlighting the 2009 Financial Statements.

In response to inquiries from Council, Mr. P. Graham advised that it is difficult to compare like sized municipalities using the ratio of Tangible Capital Assets to debt due to other variables such as services provided.

**9.3.2 REPORT NO. FIN 2010-24  
Drinking Water Quality Management System Financial Plan****Resolution No. 2010-127****Moved by: E. Fung****Seconded by: L. Armstrong**

**That the report FIN 2010-24 outlining the Drinking Water Quality Management System Financial Plan be approved.**

**CARRIED.**

The Manager of Revenue highlighted the report.

**9.4 PUBLIC WORKS****9.4.1 REPORT NO. PW-10-12  
Hot Mix Paving – Award of Tender****Resolution No. 2010-128****Moved by: L. Armstrong****Seconded by: E. Fung**

**That the tender submitted by Coco Paving Inc. for the paving of Township roads with hot mix asphalt, in the amount of \$703,115.46 be accepted.**

**CARRIED.**

The Director of Public Works highlighted the report.

The Director of Public Works affirmed that Council can be provided with a schedule for the 2010 hard surfacing program when it is available.

**9.4.2 REPORT NO. PW-10-13  
Surface Treatment – Award of Tender**

**Resolution No. 2010-129**

Moved by: E. Fung

Seconded by: P. Roe

That the tender submitted by Cornell Construction Limited for the application of surface treatment to Township roads in the amount of \$311,852.25 be accepted.

**CARRIED.**

The Director of Public Works highlighted the report.

**9.5 DEVELOPMENT SERVICES – no additional reports**

**9.6 FACILITIES AND RECREATION SERVICES**

**9.6.1 REPORT NO. PRD-2010-08  
RFP 2010-02  
Supply & Installation of a 96 Niche Columbarium Wall and  
Foundation at Riverside Cemetery, New Hamburg**

**Resolution No. 2010-130**

Moved by: L. Armstrong

Seconded by: E. Fung

That the proposal from Rock of Ages Canada Inc. for the Supply and Installation of One 96 Niche Columbarium Wall and Foundation for Riverside Cemetery in New Hamburg be accepted for a total bid price of \$38,274.00 plus applicable taxes.

**CARRIED.**

The Director of Facilities and Recreation Services highlighted the report.

The Director of Facilities and Recreation Services confirmed for Council that installation would be in August 2010 and the landscaping work would be in the fall 2010. He further clarified that the foundation work would be sub-contracted and the total budget for the project is \$80,000.00.

**9.6.2 REPORT NO. PRD-2010-09  
Driveway Installation & Landscape Works - St. Agatha Community  
Centre**

**Resolution No. 2010-131**

Moved by: P. Roe

Seconded by: L. Armstrong

That the tender from Moser Landscape Group for the Driveway Installation and Landscaping Works at St. Agatha Community Centre be accepted for a total bid price of \$41,995.53 plus applicable taxes.

**CARRIED.**

The Director of Facilities and Recreation services highlighted the report.

Council expressed concern with the width of the laneway and users driving on the landscaped property. The Facilities and Recreation Services Director and Development Services Director both confirmed that it is a standard width for laneways. The Facilities and Recreation Services Director further confirmed that the meander in the laneway is the speed mitigation measure.

**9.7 FIRE – no reports**

**9.8 CASTLE KILBRIDE – no reports**

**10. CORRESPONDENCE**

**10.1 Region of Waterloo – Council Info, May 26, 2010**

**Resolution No. 2010-132**

**Moved by: L. Armstrong**

**Seconded by: E. Fung**

**THAT Correspondence item 10.1 be received for information.**

**CARRIED.**

**11. BY-LAWS**

**11.1 By-law 2010-23 – Zone Change Application 05/10, Jadwiga Nowakowski, Part Lot 12, Concession 1, Block A, 1941 Sandhills Road**

**Resolution No. 2010-133**

**Moved by: P. Roe**

**Seconded by: E. Fung**

**THAT By-law No. 2010-23 be read a first, second and third time and finally passed in Open Council.**

**CARRIED.**

**12. NOTICE OF MOTIONS**

**13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS**

**13.1 In response to Councillor T. Broda, the CAO affirmed that the Wilmot Recreation Complex Phase II tenders will be brought to Council at the June 14<sup>th</sup> meeting.**

13.2 Councillor P. Roe advised that he will be away during the scheduled Council meeting on July 19<sup>th</sup> and asked if Council would consider an alternate date.

**Resolution No. 2010-134**

Moved by: P. Roe

Seconded by: T. Broda

That the Council Meeting schedule be amended to remove July 19, 2010 and include July 12, 2010.

CARRIED.

14. **BUSINESS ARISING FROM CLOSED SESSION**

15. **CONFIRMATORY BY-LAW**

15.1 By-law No. 2010-24

**Resolution No. 2010-135**

Moved by: E. Fung

Seconded by: P. Roe

THAT By-law No. 2010-24 to Confirm the Proceedings of Council at its Meeting Held on May 31, 2010 be introduced, read a first, second and third time and finally passed in Open Council.

CARRIED.

16. **ADJOURNMENT (7:39 p.m.)**

**Resolution No. 2010-136**

Moved by: E. Fung

Seconded by: P. Roe

THAT we do now adjourn to meet again at the call of the Mayor

CARRIED.

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Mayor

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Clerk