



**TOWNSHIP OF WILMOT  
COUNCIL MINUTES  
MONDAY, APRIL 28, 2014**

**REGULAR COUNCIL MEETING  
COUNCIL CHAMBERS  
7:00 P.M.**

**Members Present: Mayor L. Armstrong, Councillors A. Junker, P. Roe, B. Fisher, J. Gerber,  
M. Murray**

**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, Director of Finance R. Tse, Curator/Director of  
Castle Kilbride T. Loch, Senior Municipal Law Enforcement Officer D. Wallace**

- 1. MOTION TO CONVENE INTO CLOSED SESSION (IF NECESSARY)**
- 2. MOTION TO RECONVENE IN OPEN SESSION**
- 3. MOMENT OF SILENCE**

During the moment of silence Mayor L. Armstrong asked those present to remember former Councillor Joe Mosburger who passed away on April 23, 2014. Mr. Mosburger served for fifteen years on Wilmot Township Council.

**4. ADDITIONS TO THE AGENDA**

- 4.1 Correspondence 10.4 – The Beer Store – The Selling of Alcohol at Convenience Stores and Gas Station Chains**

**Resolution No. 2014-78**

**Moved by: P. Roe**

**Seconded by: A. Junker**

**THAT Correspondence 10.4 – The Beer Store – The Selling of Alcohol at Convenience Stores and Gas Station Chains be added to the Agenda.**

**CARRIED.**

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

None disclosed.

## 6. MINUTES OF PREVIOUS MEETINGS

### 6.1 Council Meeting Minutes April 7, 2014

#### Resolution No. 2014-79

Moved by: B. Fisher

Seconded by: M. Murray

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

Regular Council Meeting April 7, 2014.

CARRIED.

## 7. PUBLIC MEETINGS

## 8. PRESENTATIONS/DELEGATIONS

8.1 Peter Graham, CPA, CA  
Mike Arndt, CPA, CA  
Graham Mathew Professional Corporation LLP  
Annual Financial Statements

8.1.1 REPORT NO. FIN 2014-16  
2013 Annual Financial Report

#### Resolution No. 2014-80

Moved by: M. Murray

Seconded by: P. Roe

THAT Report FIN 2014-16 regarding the 2013 Annual Financial Report be received for information purposes.

CARRIED.

Mr. Graham introduced himself and Mr. Arndt to Council and provided some highlights from the Annual Financial Report. He stated that the audit went well and that the outcome shows Wilmot continuing to be in an excellent financial situation. He noted that the per capita taxes receivable are the lowest they have been in six years, that the long term debt will be ending this fall and that the reserves, surplus and net financial assets have all increased from 2012. He provided Council with an indicator of the Townships financial position by stating that the assets to liabilities for the Township are 6:1, which is strong. He concluded his presentation by advising Council that the working relationship with Township staff was positive.

In response to Councillor B. Fisher, the Director of Finance advised that the amount of grants received is dependent on what is available and what the Township is awarded.

## 9. REPORTS

9.1 CAO – no reports

**9.2 CLERKS****9.2.1 REPORT NO. CL 2014-13  
Willow Creek Bernedoodles  
Kennel Application  
3532 Erb's Rd. Baden  
Township of Wilmot****Resolution No. 2014-81****Moved by: B. Fisher****Seconded by: P. Roe**

**THAT the proposed variance to Township By-law 2008-01 to permit the licensing of a kennel for 20 Bernedoodle dogs at 3532 Erb's Rd. Baden be approved, subject to the applicant's (Ron and Janelle Kuepfer) completion of the following requirements prior to occupancy:**

- 3) That a double hedgerow of austrees be planted between the kennel and the closest property owner's residential building at 3554 Erb's Rd, to act as a visibility screen and noise barrier;**
- 2) That a fenced outdoor exercise yard for the dogs be located on the south side of the kennel building;**
- 3) That the existing floor drains within the proposed kennel building be removed or sealed as per the direction of the Township's C.B.O.**

**CARRIED.**

The Director of Clerk's Services highlighted the report.

**9.2.2 REPORT NO. CL 2014-14  
By-law Enforcement  
Quarterly Activity Report  
January to March, 2014****Resolution No. 2014-82****Moved by: A. Junker****Seconded by: B. Fisher**

**THAT the Enforcement Activity Report for January 1<sup>st</sup> to March 31<sup>st</sup>, 2014 be received for information purposes.**

**CARRIED.**

Councillor J. Gerber inquired as to the number of snow and ice complaints being half of those received in the previous year. The Senior Municipal Law Enforcement Officer (MLEO) advised that staff increased the amount of advertising regarding snow and ice removal and that additional information was added to the notice given to property owners which he feels attributed to the decrease in complaints.

Responding to Councillor J. Gerber, the Senior MLEO noted that the majority of parking tickets issued were for overnight parking which is down from last year. He further commented that warnings were issued on the first night which helped with education.

In response to Councillor P. Roe, the Senior MLEO confirmed that illegal open air burns are generally not an issue in the first quarter of the year as it is a seasonal occurrence. Councillor A. Junker advised the Council and the Senior MLEO that he was informed of certain sidewalks that had not been maintained for snow and ice in the winter but that residents were not aware that enforcement was complaint driven.

**9.2.3 REPORT NO. CL 2014-15  
Noise By-law Exemption Request  
Kathann Stalkie, Propertyguys.com  
23 Snyder's Road East, Baden**

**Resolution No. 2014-83**

**Moved by: M. Murray**

**Seconded by: B. Fisher**

**THAT an exemption to the Noise By-law as requested by Kathann Stalkie of Propertyguys.com at 23 Snyder's Road East in Baden for the purpose of their Grand Opening event commencing Saturday, May 3, 2014 at approximately 12:00 noon to 3:00 p.m. be granted.**

**CARRIED.**

The Deputy Clerk highlighted the report.

**9.2.4 REPORT NO. CL 2014-08  
Kitchener-Waterloo Humane Society  
Pound Facility Services Agreement**

**Resolution No. 2014-84**

**Moved by: A. Junker**

**Seconded by: J. Gerber**

**THAT the Mayor and Clerk be authorized to enter into an agreement with Kitchener-Waterloo Humane Society (attached as Schedule "A" to Report CL2014-08) for the provision of pound facility services for the Township of Wilmot, and further;**

**THAT the term of the contract be for a five (5) year period, effective January 1, 2014 through to December 31, 2018.**

**CARRIED.**

The Director of Clerk's Services highlighted the report and noted that the Kitchener Waterloo Humane Society Operations Manager, Jamie LaFlamme, was in attendance to answer questions.

**9.3 FINANCE**

**9.3.1 REPORT NO. FIN 2014-17  
2014 Final Tax Levy By-Law**

**Resolution No. 2014-85**

**Moved by: M. Murray**

**Seconded by: P. Roe**

**THAT report FIN 2014-17, prepared by the Director of Finance, regarding the 2014 Final Tax Levy By-law be received.**

**CARRIED.**

**9.4 PUBLIC WORKS**

**9.4.1 REPORT NO. PW-2014-08  
Main Street Reconstruction, New Dundee  
Consulting Engineering Services**

**Resolution No. 2014-86**

**Moved by: A. Junker**

**Seconded by: P. Roe**

**THAT AECOM Canada Inc. be retained to provide consulting engineering services for the reconstruction of Main Street from Alderview Drive to Bridge Street in New Dundee as per their proposal dated April 10, 2014 for the fee of \$92,212.88, net of the HST rebate.**

**CARRIED.**

**The Director of Public Works highlighted the report.**

Councillor A. Junker noted his appreciation for this project being undertaken as it has been previously requested by residents.

**9.4.2 REPORT NO. PW 2014-07  
Roads Stake Truck**

**Resolution No. 2014-87**

**Moved by: M. Murray**

**Seconded by: A. Junker**

**THAT the tender submitted by Expressway Ford for a Ford F450 XL Stake Truck c/w Removable Aluminum Box in the amount of \$53,895.15, net of the HST rebate, be accepted.**

**CARRIED.**

**9.4.3 REPORT NO. PW-2014-06  
Public Works Activity Report  
January - March**

**Resolution No. 2014-88**

**Moved by: M. Murray**

**Seconded by: B. Fisher**

**THAT the Public Works Department Activity Reports for the months of January, February and March 2014 be received for information.**

**CARRIED.**

**9.5 DEVELOPMENT SERVICES**

**9.5.1 REPORT NO. DS 2014-11  
March Building Statistics**

**Resolution No. 2014-89**

**Moved by: B. Fisher**

**Seconded by: M. Murray**

**THAT the March 2014 Building Statistics be received for information.**

**CARRIED.**

**9.5.2 REPORT NO. DS 2014-10  
Annual Bill 124 Fee Report – 2013 Operations**

**Resolution No. 2014-90**

**Moved by: J. Gerber**

**Seconded by: P. Roe**

**THAT Report DS 2014-10 be received for information.**

**CARRIED.**

The Director of Development Services highlighted the report.

The Director of Development Services clarified for Councillor J. Gerber that the Bill 124 structure is based on a cycle of highs and lows in the issuance of building permits and that during the low periods there is a draw on the reserve. He noted that when new sewage capacity becomes available, an increase in building permits is expected. He further noted that the Development Services department is continuously looking at efficiencies to become self-sustaining.

**9.6 FACILITIES AND RECREATION SERVICES**

**9.6.1 REPORT NO. PRD-2014-05  
Facilities & Recreation Services Quarterly Activity Reports**

**Resolution No. 2014-91**

**Moved by: M. Murray**

**Seconded by: A. Junker**

**THAT the Facilities & Recreation Services Activity Reports for the first quarter of 2014 be received for information.**

**CARRIED.**

**9.7 FIRE – no reports**

**9.8 CASTLE KILBRIDE****9.8.1 REPORT NO. CK 2014-03  
Tender 2014-07. Exterior Repairs, Castle Kilbride****Resolution No. 2014-92**

Moved by: P. Roe

Seconded by: B. Fisher

**THAT Nith Valley Construction be awarded Tender 2014-07 to repair the front porch and upper east balcony at Castle Kilbride for the bid price of \$72,790.**

**CARRIED.**

The Curator/Director of Castle Kilbride highlighted the report.

**10. CORRESPONDENCE**

- 10.1 Wilmot Family Resource Centre – Letter of Thanks Regarding 2014 Municipal Grant**
- 10.2 Grand River Conservations Authority – GRCA Current, April 2014**
- 10.3 Association of Municipalities of Ontario – Premier Announces \$29 Billion for Transit and Transportation Infrastructure**
- 10.4 The Beer Store – The Selling of Alcohol at Convenience Stores and Gas Station Chains**

**Resolution No. 2014-93**

Moved by: M. Murray

Seconded by: J. Gerber

**THAT Correspondence Items 10.1 to 10.4 be received for information.**

**CARRIED.****11. BY-LAWS**

- 11.1 By-law No. 2014-17 – By-law to Establish the 2014 Final Tax Levy, 2014 Rates and Payment of Final Bills by Instalment**
- 11.2 By-law No. 2014-18 – By-law to Authorize the Execution of an Agreement with the Kitchener-Waterloo Humane Society for Pound Facility Services**

**Resolution No. 2014-94**

Moved by: J. Gerber

Seconded by: M. Murray

**THAT By-law Nos. 2014-17 and 2014-18 be read a first, second and third time and finally passed in Open Council.**

**CARRIED.**

## 12. NOTICE OF MOTIONS

12.1 Councillor A. Junker introduced the following motion to be discussed at the Council Meeting occurring on May 12, 2014.

**WHEREAS** the Regional Municipality of Waterloo is responsible for establishing speed limits on roads within its jurisdiction;

**AND WHEREAS** the following elementary, secondary schools and Regional Library branches are located on arterial regional roads;

- New Dundee Public School, Bridge Street, New Dundee
- Sir Adam Beck Public School, Snyder's Road, Baden
- Waterloo Oxford District Secondary School, Snyder's Road, Baden
- Holy Family Catholic School, Huron Street, New Hamburg
- Grandview Public School, Huron Street, New Hamburg
- Forest Glen Public School, Waterloo Street, New Hamburg
- St. Agatha Catholic School, Notre Dame Drive, St. Agatha
- New Dundee Regional Library, Queen Street, New Dundee
- Baden Regional Library, Snyder's Rd., Baden

**AND WHEREAS** it has been observed that school zones and the roads within the vicinities of libraries across the Township of Wilmot are venues of escalating congestion and activity for students and the public, thereby creating safety concerns;

**AND WHEREAS** as a community, we all share responsibility to reduce the risk and enhance the safety of our children, youth, crossing guards and the general public;

**THEREFORE BE IT RESOLVED** that in light of the safety concerns, the Township of Wilmot requests that the Region of Waterloo consider the feasibility of lowering the existing speed limit within the school zones and in the areas of the Regional Library Branches at the above locations from 50 km/hr to 40 km/hr.

## 13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS

13.1 Councillor B. Fisher advised Council that the roller skating portion of the Live Well Festival was very successful but was surprised to find out that there is no local place for roller skating.

Mayor L. Armstrong noted that roller skating had been introduced in the past but at that time it did not generate enough interest.

Councillor J. Gerber commented that the Facilities and Recreation Services Department is looking into roller skating events for the future.

13.2 Mayor L. Armstrong responded to Councillor J. Gerber's inquiry regarding the removal of background check services being removed from the local police station by stating that he is speaking with Staff Sergeant Black to discuss the matter. He added that the service is being removed from the Elmira station as well.

13.3 Councillor A. Junker expressed his sympathy for the family of former Councillor Joe Mosburger. He had previously served with Mr. Mosburger and noted that he was very dedicated to the community.



- 13.4 Councillor A. Junker shared with Council an email received from Tom Cruickshank who recently gave a presentation at Castle Kilbride for the Architectural Conservancy of Ontario. The email praised Township staff and the members of the Castle Kilbride Advisory Committee and the Heritage Wilmot Advisory Committee.
- 13.5 Councillor P. Roe noted inconsistencies with the population signage in the Township depending on whether you are on a Regional versus Provincial road. Mayor L. Armstrong confirmed that the signs are maintained by either the Province or the Region but that staff can inquire further.
- 13.6 Councillor A. Junker advised Council of The Community Players upcoming production of the musical Ragtime.

#### **14. BUSINESS ARISING FROM CLOSED SESSION**

#### **15. CONFIRMATORY BY-LAW**

##### **15.1 By-law No. 2014-19**

##### **Resolution No. 2014-95**

**Moved by: J. Gerber**

**Seconded by: B. Fisher**

**THAT By-law No. 2014-19 to Confirm the Proceedings of Council at its Meeting held on April 28, 2014 be introduced, read a first, second, and third time and finally passed in Open Council.**

**CARRIED.**

#### **16. ADJOURNMENT (7:50 P.M.)**

##### **Resolution No. 2014-96**

**Moved by: A. Junker**

**Seconded by: P. Roe**

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

**CARRIED.**

---

**Mayor**

---

**Clerk**