



**TOWNSHIP OF WILMOT
COUNCIL MEETING MINUTES
MONDAY, MARCH 9, 2015**

**TELEVISED
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: 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 M. Raine,
Director of Finance R. Tse, Curator/Director of Castle Kilbride T. Loch, Manager of
Accounting P. Kelly, Planner/EDO A. Martin, Programming Assistant L. Smith**

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

Mayor L. Armstrong welcomed everyone in attendance and thanked Rogers Cable for broadcasting the Council Meeting.

4. ADDITIONS TO THE AGENDA

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

None disclosed.

6. MINUTES OF PREVIOUS MEETINGS

6.1 Council Meeting Minutes February 9, 2015

Resolution No. 2015-028

Moved by: P. Roe

Seconded by: J. Gerber

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

Council Meeting February 9, 2015.

CARRIED.

7. PUBLIC MEETINGS

- 7.1 REPORT NO. DS 2015-08
Zone Change Application 03/15
Tim and Cheryl Wagler
Part of lot 14, Concession North of Bleam's Road
Being Parts 1 and 6, Plan 58R-5602
1591 Wilmot Centre Road, Wilmot Centre**

Resolution No. 2015-029**Moved by: A. Junker****Seconded by: M. Murray**

THAT Zone Change Application 03/15 made by Tim and Cheryl Wagler, affecting Part of Lot 14, Concession North of Bleam's Road, to permit a dwelling unit within an accessory building, be approved.

CARRIED.

Mayor Armstrong 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 Armstrong 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 Planner/EDO highlighted the report.

Mayor L. Armstrong asked if there were questions of a technical nature from Council. There were none.

Mayor Armstrong asked if the applicant wished to address Council. Mr. Wagler did not wish to address Council but was available to respond to questions.

Mayor L. Armstrong asked if there were any questions from Council. There were none.

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

- 7.2 REPORT NO. DS 2015-09
Zone Change Application 04/15
Jason Droppert
Part of Lots 5 and 6, Concession South of Erb's Road
1601 Erb's Road**

Resolution No. 2015-030**Moved by: M. Murray****Seconded by: J. Gerber**

THAT Zone Change Application 04/15 made by Jason Droppert, affecting Part of Lots 5 and 6, Concession South of Erb's Road, to pass a temporary use by-law to permit a second dwelling for a period of two years be approved, subject to the following:

1. **THAT the implementing by-law specifically limit occupancy to only one dwelling at any time.**

CARRIED.

Mayor Armstrong 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 Armstrong 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 Planner/EDO highlighted the report.

Mayor L. Armstrong asked if there were questions of a technical nature from Council. There were none.

Mayor Armstrong asked if the applicant wished to address Council. Mr. Droppert was not in attendance.

Mayor L. Armstrong asked if there were any questions from Council. There were none.

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

8. PRESENTATIONS/DELEGATIONS

8.1 Grants to Groups Cheque Presentations

Mayor L. Armstrong presented the Grants to Groups cheques to the recipients. He noted that grants provided enhance the neighbourhoods in the community and the Township as a whole.

8.2 Jeff Stager, Waterloo Federation of Agriculture

Mr. Stager thanked Council for the opportunity to present at the meeting and congratulated the Members on their re-election. He began his presentation by providing highlights from the Regional Census Bulletin on agriculture which is an annual publication of information and statistics for Waterloo Region including the Township of Wilmot. From the publication he noted that the Region has relatively young farmers compared to the national average and that there is an increase in the Region for organic farming. He also distributed the publication "Real Dirt on Farming" which contains farming information and some interesting bits of trivia such as the myth of cow tipping.

Mr. Stager also advised Council on a new program known as Six by Sixteen where Ontarians are being encouraged to know how to make six nutritious meals by the age of sixteen. This program has been initiated to thwart the decline in food literacy that is prevalent in Ontario. The program is part of the National Food Strategy for the Ontario Federation of Agriculture.

Mayor L. Armstrong thanked Mr. Stager for his presentation and for the work done by the Waterloo Federation of Agriculture. He noted the importance of agri-business to the Region of Waterloo and the Township.

In response to Councillor B. Fisher, Mr. Stager confirmed that the statistics for numbers of farms in Wilmot compared to other local Townships may seem questionable given the geographical size of the

townships but that factors such as size and amount of settlement areas, acreage of individual farms and the location of the headquarters for a farming operation would impact the statistics.

8.3 Youth Action Council Update

The Programming Assistant thanked Council for providing the Youth Action Council the opportunity to provide an update. The members of the Youth Action Council introduced themselves and took turns in presenting to Council highlights from the past year and future direction.

The Members of the Youth Action Council in attendance were Sophia Kinch, Lindsay Dietrich, Jordan Pauls, Rachel Steffler, Sarah Ruth-Bye, Colleen Danner, Garner Matthews, Steffie Olheiser, Jake Ziegler and Josh Desjardins. Members who could not attend were Lis Humphrey, Craig Humphrey and Jessica Frank.

They began the presentation by showing Council how they have grown and evolved since inception. The new logo was unveiled and they announced that ten new members have joined. They advised Council on their purpose, the recent structural change and who comprises the Executive Committee. A new sub-group has been formed called the Jr. Youth Action Council for the youth not yet in high school to begin developing their leadership skills and encourage community involvement. The goals of the Youth Action Council, the financial information and next steps were highlighted. The presentation concluded with the introduction of a new initiative called Volunity which connects youth to the organization, agencies, clubs and individuals who are in need of volunteers.

The Youth Action Council presenters were Miss. Kinch, Miss. Dietrich, Mr. Pauls, Miss. Steffler, Miss. Ruth-Bye, Miss Danner and Mr. Matthews

Councillor A. Junker commended the Youth Action Council for getting involved in their community and for providing leadership. He expressed his support of the Volunity initiative.

Councillor J. Gerber echoed the sentiments of Councillor A. Junker and expressed his appreciation for the group's direction. He made note of TCP which is a local success story for what a youth group can ultimately become.

Mayor L. Armstrong thanked the Youth Action Council for the good work they have been doing.

9. REPORTS

9.1 CAO

9.1.1 REPORT NO. CAO 2015-02 2015 Municipal Work Program

Resolution No. 2015-031

Moved by: A. Junker

Seconded by: M. Murray

THAT the 2015 Municipal Work Program, as per the report dated March 9, 2015, prepared by the Chief Administrative Officer, be endorsed.

CARRIED.

The Curator/Director of Castle Kilbride confirmed for Councillor P. Roe that the Cultural Strategic Plan is identified within the Castle Kilbride Work Program as item #10 in 2015.

Councillor J. Gerber added to the comments regarding the Cultural Strategic Plan by stating that at the end of 2015 the Cultural Strategic Plans for other comparable municipalities can be evaluated and the results of the Recreation Master Plan would be a starting point for the Township's Cultural Strategic Plan.

In response to Councillor A. Junker, the Director of Public Works advised that staff will be monitoring the matter concerning steel beam guardrails. He noted that when the Township tenders for roadwork that a supplier for guardrails is generally not specified.

Councillor J. Gerber inquired as to the status of a "Service Club Fair" which was an item in the Strategic Plan with a short or medium timeframe. Mayor L. Armstrong requested staff to look into the matter.

9.2 CLERKS

9.2.1 REPORT NO. CL 2015-04 Appointment of Engineer Petition for Municipal Drainage Works Concession South of Snyder's Road Part Lot 19 RP58R13951 Parts 2 to 4, 7 and 8 Nafziger Road, Baden Township of Wilmot

Resolution No. 2015-032

Moved by: A. Junker

Seconded by: P. Roe

THAT R.J. Burnside & Associates Limited of 332 Lorne Avenue East, Stratford be appointed as the Engineer relative to the Petition from Dietmar Walch / Nachurs Alpine Solutions Inc. for drainage works at Concession South of Snyder's Road Part Lot 19, RP58R13951 Parts 2 to 4, 7 and 8, Nafziger Road, Baden, Township of Wilmot and that the Clerk be authorized to proceed accordingly under The Drainage Act.

CARRIED.

The Deputy Clerk highlighted the report.

9.2.2 REPORT NO. CL 2015-05 Acknowledgment of Engineer's Report For the Zehr Municipal Drain 2015 Part of lots 26 and 27, Concession North of Bleams Road Township of Wilmot, Region of Waterloo, and Lot 1, Concession 1 Township of Perth East, County of Perth Huron Street, New Hamburg

Resolution No. 2015-033

Moved by: M. Murray

Seconded by: B. Fisher

THAT the Drainage Engineer's Report dated February 5, 2015 for the Zehr Municipal Drain, for improved drainage in Part of lots 26 and 27, Concession North of Bleam's Road, Township of Wilmot, Region of Waterloo, and Lot 1, Concession 1, Township of Perth East, County of Perth be acknowledged; and further,

THAT the Provisional By-law be given first and second reading; and further,

THAT the date for the Court of Revision be scheduled for Monday, March 30th, 2015 at 7:00 pm and that Mayor L. Armstrong, Councillor J. Gerber, Councillor M. Murray (as an alternate) and a representative from the Council of the Township of Perth East be appointed to the Court of Revision.

CARRIED.

The Deputy Clerk highlighted the report and advised Council that the Engineer, Bill Dietrich, was available to highlight his report.

Mr. Dietrich highlighted the report and summarized the works to be completed.

Mr. Dietrich confirmed for Councillor B. Fisher that the Township portion of the assessment would be for the boundary which is shared with the Township of Perth East.

**9.2.3 REPORT NO. CL 2015-06
By-law Enforcement
Quarterly Activity Report
October to December 2014**

Resolution No. 2015-034

Moved by: A. Junker

Seconded by: B. Fisher

THAT the Enforcement Activity Report for October 1st to December 31st, 2014 be received for information purposes.

CARRIED.

9.3 FINANCE

**9.3.1 REPORT NO. FIN 2015-13
Honorariums and Expenditures of Council Members and
Council Appointees for the Year Ended December 31, 2014**

Resolution No. 2015-035

Moved by: M. Murray

Seconded by: P. Roe

THAT Report FIN 2015-13, prepared by the Director of Finance, outlining honorariums and expenditures of Council and Council appointees for the 2014 fiscal year, be adopted.

CARRIED.

The Director of Finance highlighted the report.

**9.3.2 REPORT NO. FIN 2015-14
Treasurer's Statement – Development Charges Reserve Fund**

Resolution No. 2015-036

Moved by: A. Junker

Seconded by: P. Roe

THAT the Development Charges Statement for the year ended December 31, 2014, prepared by the Director of Finance, be received for information purposes.

CARRIED.

The Director of Finance highlighted the report.

**9.3.3 REPORT NO. FIN 2015-15
Asset Management Software**

Resolution No. 2015-037

Moved by: J. Gerber

Seconded by: P. Roe

THAT Public Sector Digest be awarded the contract to supply, install and maintain Enterprise Asset Management Software, in the amount of \$86,485.86 (net of HST Rebate).

CARRIED.

The Manager of Accounting highlighted the report.

In response to Councillor B. Fisher, the Manager of Accounting confirmed that the RFP process does not disclose the quotes from the bidders but that Public Sector Digest was at the lower end of the spectrum.

**9.3.4 REPORT NO. FIN 2015-16
Ice Storm Assistance Program Grant Agreement**

Resolution No. 2015-038

Moved by: M. Murray

Seconded by: B. Fisher

THAT Finance Report FIN 2015-16, prepared by the Director of Finance, regarding the Ice Storm Assistance Program Grant Agreement be received for information purposes;

AND FURTHER, THAT the Mayor and Director of Clerk's Services be authorized to sign the agreement.

CARRIED.

The Director of Finance highlighted the report.

9.4 PUBLIC WORKS**9.4.1 REPORT NO. PW-2015-03
Grant Street and Williams Street Reconstruction****Resolution No. 2015-039****Moved by: M. Murray****Seconded by: A. Junker**

THAT the tender submitted by Euro-Ex Construction Ltd. for the reconstruction of Grant Street and Williams Street in New Hamburg in the amount of \$518,595.82, net of the HST rebate, be accepted.

CARRIED.

The Director of Public Works highlighted the report.

Councillor J. Gerber expressed his thanks in proceeding with this project as he knows the residents in the area are wanting this work completed.

**9.4.2 REPORT NO. PW-2015-04
Single Axle Truck Cab and Chassis
c/w Dump Box, Snowplow, Wing and Attachments****Resolution No. 2015-040****Moved by: B. Fisher****Seconded by: M. Murray**

THAT the tender submitted by Team Truck Centre for a Freightliner Model 114SD Single Axle Truck Cab and Chassis c/w Dump Box, Snowplow, Wing and Attachments in the amount of \$205,555.20, net of the HST rebate, be accepted.

CARRIED.**9.5 DEVELOPMENT SERVICES****9.5.1 REPORT NO. DS 2015-07
Modification to Draft Approval – Removal of Holding Zone Provisions
Stonecroft Corporation Condominium Plan 30 CDM-01601****Resolution No. 2015-041****Moved by: B. Fisher****Seconded by: M. Murray**

- 1. THAT the Council of the Corporation of the Township of Wilmot advise the Regional Municipality of Waterloo that they have no objections to the following modifications to the Draft Plan of Condominium 30 CDM-01601**
 - i) THAT phasing restrictions (comprised of phasing numbers and phasing lines) be removed from the Conditions of Draft Approval.**

2. **THAT the remaining holding zone provisions imposed by By-law 2000-10 as they apply to the Stonecroft Development, Plan of Condominium 30 CDM-01601, be removed.**

CARRIED.

The Director of Development Services highlighted the report.

The Director of Development Services clarified for Councillor B. Fisher that sewage allocation for this development has been completed previously.

**9.5.2 REPORT NO. DS 2015-10
Sign By-law Variance
Werner Kuehlenborg
Trussler Road / Bleams Road, Mannheim**

Resolution No. 2015-042

Moved by: B. Fisher

Seconded by: M. Murray

THAT a minor variance to Township Sign By-law 2002-35 be approved for the subject property to increase the percentage of non-Wilmot based content from 25% to 38% of the billboard, subject to the following:

- a) **THAT, any future advertisement for a business not located in the Township of Wilmot shall require approval from Township of Wilmot Council prior to installation; and,**
- b) **In support of their request, the billboard owner shall provide evidence to the Township of Wilmot that the sign face has first been offered to Wilmot based businesses and that in considering non Wilmot based businesses, advertising space has been offered to comparable Wilmot based businesses.**

CARRIED.

The Planner/EDO highlighted the report.

The Planner/EDO, in response to questions from Councillor J. Gerber, advised that staff continues to recommend the requirement for billboard approval that it must advertise Wilmot businesses as a test to see if the sign is warranted and in the best interest of the Township.

**9.5.3 REPORT NO. DS2015-11
February Building Statistics Summary**

Resolution No. 2015-043

Moved by: P. Roe

Seconded by: M. Murray

THAT the February 2015 Building Statistics Summary be received for information.

CARRIED.

9.6 FACILITIES AND RECREATION SERVICES**9.6.1 REPORT NO. PRD 2015-02
Tender 2015-03, Four Wheel Drive Stake Truck c/w Aluminum Box
For Wood Chipping****Resolution No. 2015-044****Moved by: A. Junker****Seconded by: J. Gerber**

THAT Expressway Motors Ltd. Be awarded Tender 2015-03 to supply a new Four Wheel Drive Stake Truck c/w Aluminum Box For Wood Chipping, for the bid price of \$59,258.00 +HST.

CARRIED.**9.7 FIRE****9.7.1 REPORT NO. FI 2015-02
Fire Service Boundary Agreements****Resolution No. 2015-045****Moved by: M. Murray****Seconded by: A. Junker**

THAT report FI 2015-02, prepared by the Fire Chief and Manager of Accounting, regarding Boundary Service Agreements with the Township of Wellesley and the Township of Blandford-Blenheim be received for information purposes;

AND FURTHER, THAT the Mayor and Director of Clerk's Services be authorized to sign the Boundary Fire Service Agreement with each municipality.

CARRIED.

Councillor P. Roe voiced concerns with the coverage area and fee for service aspects of the agreement with the Township of Wellesley. He suggested that the coverage area should be expanded to be uniform across the northern portion of the Township, that the cost associated with the agreement be covered by the general levy and that an agreement with the City of Waterloo be discussed for coverage of the northeastern portion of the Township.

A lengthy discussion occurred discussing the particulars of how the agreement first came to be, which Wellesley station responds to which section covered by the agreement, if other municipalities such as Blandford-Blenheim charge a fee for service to their residents for similar agreements, potential future amendments to the agreement such as offering the coverage to additional areas and financial impacts for covering the cost through the general levy.

The discussion concluded with the direction to staff to report back during the 2016 Budget process on the feasibility and process of expanding the coverage area with the Township of Wellesley, the financial implications for both fee for service and for funding through the general levy, the method of funding with other municipalities and the potential for having a similar agreement with the City of Waterloo for the northeastern portion of the Township.

9.8 CASTLE KILBRIDE – no reports**10. CORRESPONDENCE****10.1 Grand River Conservation Authority – GRCA Actions, January 2015****10.2 Grand River Conservation Authority – General Membership Meeting, Friday, January 23, 2015****Resolution No. 2015-046****Moved by: M. Murray****Seconded by: P. Roe****THAT Correspondence Items 10.1 and 10.2 be received for information.****CARRIED.****11. BY-LAWS****11.1 By-law No. 2015-08 By-law to Authorize the Execution of a Boundary Fire Agreement with the Township of Blandford-Blenheim****11.2 By-law No. 2015-09 By-law to Authorize the Execution of a Boundary Fire Agreement with the Township of Wellesley****11.3 By-law No. 2015-12 Zone Change Application 03/15, Tim and Cheryl Wagler, Part of lot 14, Concession North of Blead's Road, Being Parts 1 and 6, Plan 58R-5602, 1591 Wilmot Centre Road, Wilmot Centre****11.4 By-law No. 2015-13 Zone Change Application 04/15, Jason Droppert, Part of Lots 5 and 6, Concession South of Erb's Road, 1601 Erb's Road****11.5 By-law No. 2015-14 By-law for the Modification to Draft Approval – Removal of Holding Zone Provisions, Stonecroft Corporation Condominium Plan 30 CDM-01601****11.6 By-law No. 2015-16 By-law to Authorize the Execution of an Agreement for Ice Storm Funding with the Province of Ontario****Resolution No. 2015-047****Moved by: J. Gerber****Seconded by: M. Murray****THAT By-law Nos. 2015-08, 2015-09, 2015-12, 2015-13, 2015-14 and 2015-16 be read a first, second and third time and finally passed in Open Council.****CARRIED.****11.6 By-law No. 2015-15 Don Zehr Municipal Drain Provisional By-law****Resolution No. 2015-048****Moved by: M. Murray****Seconded by: P. Roe****THAT By-law No. 2015-15 be read a first and second time in Open Council.****CARRIED.**

12. NOTICE OF MOTIONS

13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS

- 13.1 Councillor A. Junker advised Council of the New Dundee Board of Trade pancake breakfast on Sunday, March 15 from 11:00 am to 2:00 pm at the New Dundee Community Centre.
- 13.2 Councillor J. Gerber advised Council that the New Hamburg Huskies Bantam AE are in the OMHA Finals and there will be a game on Tuesday, March 10 at the Wilmot Recreation Complex.

14. BUSINESS ARISING FROM CLOSED SESSION

15. CONFIRMATORY BY-LAW

15.1 By-law No. 2015-017

Resolution No. 2015-049

Moved by: A. Junker

Seconded by: B. Fisher

THAT By-law No. 2015-017 to Confirm the Proceedings of Council at its Meeting held on March 9, 2015 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

16. ADJOURNMENT (8:51 P.M.)

Resolution No. 2015-050

Moved by: P. Roe

Seconded by: A. Junker

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

CARRIED.

Mayor

Clerk