



**TOWNSHIP OF WILMOT  
COUNCIL MEETING MINUTES  
MONDAY, OCTOBER 5, 2015**

**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 Administration Officer G. Whittington, Director of Clerk's Services  
B. McLeod, Deputy Clerk D. Mittelholtz, 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,  
Planner/EDO A. Martin**

- 1. MOTION TO CONVENE INTO CLOSED SESSION**
- 2. MOTION TO RECONVENE IN OPEN SESSION**
- 3. MOMENT OF SILENCE**
- 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 September 28, 2015**

**Resolution No. 2015-210**

**Moved by: A. Junker**

**Seconded by: M. Murray**

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

**Council Meeting September 28, 2015.**

**CARRIED.**

## 7. PUBLIC MEETINGS

- 7.1 **REPORT NO. DS 2015-36**  
**Zone Change Application 15/15**  
**Jerry Hofmeister**  
**Lot 9, Plan 628**  
**1191 Queen Street and 12 Main Street, New Dundee**

### Resolution No. 2015-211

Moved by: A. Junker

Seconded by: P. Roe

**THAT Zone Change Application 15/15 made by Jerry Hofmeister, affecting Lot 9, Plan 628, be approved to change the zoning of the subject property from Zone 5 (Commercial) to Zone 2a (Residential) limiting the residential use to two single detached dwellings.**

**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 along with email addresses if provided.

The Planner/EDO highlighted the report.

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

Mayor L. Armstrong asked if the applicant wished to address Council. The applicant had no additional comments.

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

## 8. PRESENTATIONS/DELEGATIONS

- 8.1 **Website Refresh Group**  
**Photo Draw Results**

The Planner/EDO spoke on behalf of the group and highlighted the photo draw that began on July 31, 2015 allowing people to submit photos for communication purposes by the Township, specifically to aid in the website refresh. He reported that eighty-four images were received ultimately and many are of quality that can be used on the website.

Mayor L. Armstrong drew the following names as winners; Bernard Goward, Helen Lammers-Helps, Rolf Boehler, and Robert Hanson.

## 9. REPORTS

- 9.1 **CAO – no reports**

**9.2 CLERKS**

- 9.2.1 REPORT NO. CL2015-28  
Petition from Lyle Cressman  
for Municipal Drainage Works  
North Part of Lot 23 and 24, Concession 3, Block A  
Township of Wilmot**

**Resolution No. 2015-212**

**Moved by: M. Murray**

**Seconded by: B. Fisher**

**THAT the Township of Wilmot accept the Petition for Municipal Drainage Works received from Lyle Cressman for North Part of Lot 23 and 24, Concession 3, Block A, Township of Wilmot and**

**THAT the Clerk be authorized to proceed accordingly under The Drainage Act.**

**CARRIED.**

**9.3 FINANCE**

- 9.3.1 REPORT NO. FIN 2015-29  
Statement of Operations as of September 30, 2015 (un-audited)**

**Resolution No. 2015-213**

**Moved by: P. Roe**

**Seconded by: B. Fisher**

**THAT the Statement of Operations as of September 30, 2015, as prepared by the Manager of Accounting, be received for information purposes.**

**CARRIED.**

The Manager of Accounting highlighted the report.

- 9.3.2 REPORT NO. FIN 2015-30  
Capital Program Review as of September 30, 2015 (un-audited)**

**Resolution No. 2015-214**

**Moved by: M. Murray**

**Seconded by: A. Junker**

**THAT the Capital Program Review as of September 30, 2015, as prepared by the Manager of Accounting, be received for information purposes.**

**CARRIED.**

The Manager of Accounting highlighted the report.

Councillor M. Murray commended the Director of Development Services for keeping the purchase price of the new department vehicle well below the budgeted amount.

Mayor L. Armstrong agreed and added that all Township staff are mindful of spending and their duty to be fiscally responsible.

**9.4 PUBLIC WORKS****9.4.1 REPORT NO. PW-2015-17  
Public Works Activity Report  
July - September****Resolution No. 2015-215****Moved by: P. Roe****Seconded by: A. Junker**

**THAT the Public Works Department Activity Reports for the months of July, August and September 2015 be received for information.**

**CARRIED.****9.5 DEVELOPMENT SERVICES****9.5.1 REPORT NO. DS 2015-35  
Quarterly Building Statistics Summary****Resolution No. 2015-216****Moved by: M. Murray****Seconded by: J. Gerber**

**THAT the 3<sup>rd</sup> Quarter 2015 Building Statistics Summary be received for information.**

**CARRIED.**

The Director of Development Services highlighted the report and a septic inspection incentive program that is expected from the Region.

**9.6 FACILITIES AND RECREATION SERVICES****9.6.1 REPORT NO. PRD 2015-08  
Facility & Recreation Services Quarterly Activity Reports****Resolution No. 2015-217****Moved by: M. Murray****Seconded by: A. Junker**

**THAT the Facilities & Recreation Services Activity Reports for the third quarter of 2015 be received for information.**

**CARRIED.**

In response to Councillor A. Junker's request for Splash Pad attendance numbers, the Director of Facilities and Recreation Services concurred that it is difficult to obtain accurate counts due to the nature of the facility but that he will inquire with staff for a daily estimate.

Mayor L. Armstrong noted that regardless of the actual numbers it was obviously well used and was a successful first year.

**9.7 FIRE – no reports**

**9.8 CASTLE KILBRIDE****9.8.1 REPORT NO. CK2015-06  
Quarterly Activity Report – July, August & September 2015****Resolution No. 2015-218****Moved by: P. Roe****Seconded by: A. Junker****THAT the Castle Kilbride Activity Report for the months of July, August and September be accepted for information purposes.****CARRIED.**

The Curator/Director of Castle Kilbride highlighted the report.

Councillor P. Roe stated that he is impressed with the attendance at the Castle Summer Concert Series and at the Castle attendance overall which has been very high this year so far which speaks highly of the efforts of staff and the Castle Kilbride Advisory Committee.

**10. CORRESPONDENCE****10.1 Ministry of Municipal Affairs and Housing – Financial Information Return Award****Resolution No. 2015-219****Moved by: B. Fisher****Seconded by: A. Junker****THAT Correspondence Item 10.1 be received for information.****CARRIED.**

The Director of Finance clarified for Councillor P. Roe that the Financial Information Return (FIR) Award from last year was received as a certificate but that she has not received anything yet for this year.

Councillor J. Gerber noted that to be in the top fifteen for filing the FIR promptly and accurately out of the 444 municipalities in Ontario is a good achievement and requested that Council's appreciation be passed along to staff.

**11. BY-LAWS****11.1 By-law No. 2015-58 – Zone Change Application 15/15, Jerry Hofmeister, Lot 9, Plan 628, 1191 Queen Street and 12 Main Street, New Dundee****Resolution No. 2015-220****Moved by: M. Murray****Seconded by: J. Gerber****THAT By-law No. 2015-58 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 Mayor L. Armstrong assured Councillor P. Roe that the settlement signs for Punkydoodles Corner and the Pavement Ends sign on Wilmot Line will be reported to the Roads Foreman for replacement.
- 13.2 Mayor L. Armstrong concurred with Councillor J. Gerber that during the 2016 Budget process that staff could review a potential grant program for green initiatives in the community, targeted specifically at environmental education initiatives.

**14. BUSINESS ARISING FROM CLOSED SESSION**

**15. CONFIRMATORY BY-LAW**

15.1 By-law No. 2015-59

**Resolution No. 2015-221**

Moved by: B. Fisher

Seconded by: A. Junker

**THAT By-law No. 2015-59 to Confirm the Proceedings of Council at its Meeting held on October 5, 2015 be introduced, read a first, second, and third time and finally passed in Open Council.**

**CARRIED.**

**16. ADJOURNMENT (7:34 P.M.)**

**Resolution No. 2015-222**

Moved by: P. Roe

Seconded by: A. Junker

**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**