



# TOWNSHIP OF WILMOT

## **Council Meeting Minutes**

**Monday, April 10, 2017**

**Closed Council Meeting**

**Wilmot Community Room**

**6:30 P.M.**

**Regular Council Meeting**

**Council Chambers**

**7:00 P.M.**

Members Present: Mayor L. Armstrong, Councillors A. Junker, P. Roe, B. Fisher, J. Gerber and 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 P. Kelly, Curator/Director of Castle Kilbride T. Loch, Manager of Accounting A. Romany

### **1. MOTION TO CONVENE INTO CLOSED SESSION**

**Resolution No. 2017-63**

**Moved by: P. Roe**

**Seconded by: M. Murray**

THAT a Closed Meeting of Council be held on Monday, April 10, 2017 at 6:30 P.M. in accordance with Section 239 (2) (b) and (c) of the Municipal Act, 2001, for the purposes of considering the following matters:

- 2 (b) personal matter about an identifiable individual; and
- (c) a proposed or pending acquisition or disposition of land by the municipality.

**CARRIED.**

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

**Resolution No. 2017-64**

**Moved by: A. Junker**

**Seconded by: J. Gerber**

That we convene into Open Session of Council at 7:00 pm.

CARRIED.

**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 March 27, 2017.**

**Resolution No. 2017-65**

**Moved by: B. Fisher**

**Seconded by: A. Junker**

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

Council Meeting March 27, 2017.

CARRIED.

**7. PUBLIC MEETINGS**

**8. PRESENTATIONS/DELEGATIONS**

**8.1 Nick Bogaert, Chairperson**

**Marg Rowell, Committee Member**

**Heritage Wilmot Advisory Committee**

**Register of Non-Designated Properties in Wilmot Township**

Mr. Bogaert thanked Council for the opportunity to present the Register of Non-Designated properties. He provided Council with an overview of the recent work completed by the Committee, the reason for having the Register and why properties would be listed. He also summarized for Council the process for adding properties to the Register.

Ms. Rowell highlighted the five properties being added to the Register, providing details on the historical and architectural significance of the properties.

Mr. Bogaert advised Council of the Committee's next steps with regards to the Register and continued work with designated heritage properties.

Mayor L. Armstrong thanked Mr. Bogaert, Ms. Rowell and the entire Heritage Wilmot Committee for their efforts.

#### **8.1.1 REPORT NO.**

#### **Updated Heritage Register of Non-Designated Properties within the Township of Wilmot**

#### **Resolution No. 2017-66**

**Moved by: P. Roe**

**Seconded by: A. Junker**

THAT the updated Register of Non-Designated Properties for the Township of Wilmot dated April 10, 2017 as submitted on behalf of the Heritage Wilmot Advisory Committee, be adopted.

CARRIED.

The Curator/Director of Castle Kilbride highlighted the report.

### **9. REPORTS**

#### **9.1 CAO – no reports**

**9.2 CLERK'S SERVICES****9.2.1 REPORT NO. CL 2017-13**

**Consideration of Drainage Engineer's Report  
For the Cressman and Don Myers Municipal Drains 2017  
Parts of Lots 25 and 26, Concession 1 Block A  
Parts of Lots 23 to 26, Concession 2 Block A  
Parts of Lots 23 to 26, Concession 3 Block A  
Township of Wilmot, Regional Municipality of Waterloo**

**Resolution No. 2017-67****Moved by: A. Junker****Seconded by: M. Murray**

THAT the Drainage Engineer's Report dated March 22, 2017 for the Cressman and Don Myers Municipal Drains 2017, to construct a drainage system to safely convey surface flows on the Lyle Cressman property, and to improve the subsurface outlet for tile drainage waters within the watershed for Part of Lots 25 and 26, Concession 1 Block A; Parts of Lots 23 to 26, Concession 2 Block A; Parts of Lots 23 to 26, Concession 3 Block A, Township of Wilmot, Region of Waterloo, be adopted, 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, May 8<sup>th</sup>, 2017 at 7:00 pm and that: Mayor L. Armstrong, Councillors A. Junker, M. Murray and J. Gerber (as alternate member), be appointed to the Court of Revision.

CARRIED, AS AMENDED.

The Deputy Clerk highlighted the report and requested that the date for the Court of Revision be moved to May 8, 2017.

Bill Dietrich provided a brief overview of the drain and introduced Steve Brickman to discuss the proposed drainage work.

Mr. Brickman provided an overview of the Engineer's Report including the history of the petition and drainage works in the watershed area and the Engineer's findings. He described the area affected and the works that are being proposed in the Engineer's Report.

In response to Councillor B. Fisher, Mr. Brickman provided details on how Bean Road is being affected by the proposed works including culvert installations and road mediation following construction.

Mayor L. Armstrong asked if any petitioners wished to withdraw their names from the petition or if any other land owners wished to have their names added.

### **9.3 FINANCE**

#### **9.3.1 REPORT NO. FIN 2017-21**

##### **Statement of Operations as of March 31, 2017 (un-audited)**

#### **Resolution No. 2017-68**

**Moved by: P. Roe**

**Seconded by: J. Gerber**

That the Statement of Operations as of March 31, 2017, as prepared by the Manager of Accounting, be received for information purposes.

CARRIED.

The Manager of Accounting highlighted the report.

The Director of Public Works clarified for Councillor A. Junker that the first quarter winter expenses were higher than the three year average due to the freeze/thaw cycle which required continued salting/sanding despite the milder weather.

### **9.4 PUBLIC WORKS**

#### **9.4.1 REPORT NO. PW-2017-05**

##### **Surface Treatment – Award of Tender**

#### **Resolution No. 2017-69**

**Moved by: A. Junker**

**Seconded by: M. Murray**

THAT the tender submitted by Cornell Construction Limited for the application of surface treatment to Township roads in the amount of \$454,812.99, plus HST, be accepted.

CARRIED.

**9.4.2 REPORT NO. PW-2017-06**

**Hot Mix Asphalt Paving – Award of Tender**

**Resolution No. 2017-70**

**Moved by: P. Roe**

**Seconded by: A. Junker**

THAT the tender submitted by Coco Paving Inc., for the paving of Township roads with hot mix asphalt, in the amount of \$239,100.00, plus HST, be accepted.

CARRIED.

**9.5 DEVELOPMENT SERVICES**

**9.5.1 REPORT NO. DS 2017-07**

**2017 First Quarter Building Statistics Summary**

**Resolution No. 2017-71**

**Moved by: M. Murray**

**Seconded by: P. Roe**

THAT the 1<sup>st</sup> Quarter 2017 Building Statistics Summary be received for information.

CARRIED.

The Director of Development Services identified the Region of Waterloo building at Foxboro Green as the cause for the substantial increase in the amount collected for Institutional building permits.

In response to Councillor J. Gerber, the Director of Development Services confirmed that rebates are not guaranteed for properties who are not in compliance with the Septic System Mandatory Maintenance Inspection Program and that staff or court costs may be incurred if non-compliance continues. He further advised that staff have sent communications to residents annually since the program began and that follow-up communications will be circulated in early summer prior to the deadline.

**9.6 FACILITIES AND RECREATION SERVICES – no reports**

**9.7 FIRE**

**9.7.1 REPORT NO. FD 2017-03**

**Automatic Aid Agreement – City of Waterloo**

**Resolution No. 2017-72**

**Moved by: M. Murray**

**Seconded by: P. Roe**

THAT Report FD 2017 – 03 prepared by the Acting Fire Chief regarding the automatic aid agreement with the City of Waterloo be endorsed.

CARRIED.

The Acting Fire Chief clarified for Councillor B. Fisher that the City of Waterloo Fire Services would be in command until Wilmot Fire Services arrives and command is transitioned in accordance with the individual situation.

In response to Councillor A. Junker, the Acting Fire Chief advised that Automatic Aid will include alarms ringing and confirmed structural fires.

**9.8 CASTLE KILBRIDE**

**9.8.1 REPORT NO. CK 2017-02**

**Quarterly Activity Report – January, February & March 2017**

**Resolution No. 2017-73**

**Moved by: A. Junker**

**Seconded by: M. Murray**

THAT the Castle Kilbride Activity Report for the months of January, February and March be received for information purposes.

CARRIED.

The Curator/Director of Castle Kilbride highlighted the report.

**10. CORRESPONDENCE****11. BY-LAWS****11.1 By-law No. 2017-17 – Provisional By-law to Provide Drainage Works  
Resolution No. 2017-74****Moved by: A. Junker****Seconded by: B. Fisher**

THAT By-law No. 2017-17 be read a first and second time in Open Council.

CARRIED.

**12. NOTICE OF MOTIONS****13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS**

13.1 Mayor L. Armstrong announced the following Grade 5 students as the winners for the first Wilmot Council for a Day contest:

- Max Sicoli
- Sadee Zister
- Matthew Schaadt
- Chloe Makenna Bogaert
- Lauryn Porchak
- Olivia Burns
- Charolotte English
- Megan Peacock
- Kasey Bater

**14. BUSINESS ARISING FROM CLOSED SESSION****Resolution No. 2017-75****Moved by: B. Fisher****Seconded by: J. Gerber**

That the municipal lands known as 439 Waterloo Street, Part 3 on Reference Plan 58R-9275, Township of Wilmot, be declared surplus and the Chief Administrative Officer and the Clerk be authorized to proceed accordingly.

CARRIED.



**15. CONFIRMATORY BY-LAW**

**15.1 By-law No. 2017-18**

**Resolution No. 2017-76**

**Moved by: M. Murray**

**Seconded by: A. Junker**

THAT By-law No. 2017-18 to Confirm the Proceedings of Council at its Meeting held on April 10, 2017 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

**16. ADJOURNMENT**

**Resolution No. 2017-77**

**Moved by: P. Roe**

**Seconded by: B. Fisher**

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