



TOWNSHIP OF WILMOT

Council Meeting Minutes

Monday, September 25, 2017

Regular Council Meeting

Council Chambers

7:00 P.M.

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

Regrets: Councillor J. Gerber

Staff Present: Chief Administrative Officer G. Whittington, Director Clerk's Services B. McLeod, Deputy Clerk D. Mittelholtz, Director of Public Works J. Molenhuis, 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

- 1. MOTION TO CONVENE INTO CLOSED SESSION (IF NECESSARY)**
- 2. MOTION TO RECONVENE IN OPEN SESSION (IF NECESSARY)**
- 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 11, 2017.****Resolution No. 2017-155****Moved by: P. Roe****Seconded by: M. Murray**

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

Council Meeting September 11, 2017.

CARRIED.

7. PUBLIC MEETINGS**8. PRESENTATIONS/DELEGATIONS****8.1 Jon Linton, CMC, Director, TCI Management Consultants****Greg Young, CMC, Director, TCI Management Consultants****Township of Wilmot Arts and Culture Master Plan**

Mr. Linton introduced himself and Mr. Young to Council and provided them with an overview of what an Arts and Culture Master Plan is and how it can complement existing plans such as the Parks and Recreation Master Plan. He informed Council on the importance of Arts and Culture planning and how the Plan can be a valuable tool for guiding decision making and promoting the Township. He provided an update on the public consultation process and summarized the tools being used to engage the public. He summarized the phases for the creation of the Plan and what the key tasks will be moving forward. He concluded the presentation by providing a sampling of the responses received from the public to date.

Mr. Young provided Councillor B. Fisher with the names of several communities and individual organizations that TCI has completed Arts and Cultures Plan for in the past.

In response to Councillor B. Fisher, Mr. Linton advised that the Township of Wilmot appears to have ample arts and culture offerings for a municipality of its size. He noted that this was based on their observations, the content of the video that was created and the positive comments received on the survey to-date.

Mr. Linton confirmed for Councillor P. Roe that they have a strategy in place, including social media and high school visits, for increasing the number of respondents from under-represented demographics, such as those under thirty years of age. He noted that the survey started in the summer months which would affect the number of young respondents.

Mr. Linton confirmed for Councillor M. Murray that the timelines were specified in the terms of reference for the Plan but that they can be flexible to ensure the quality and value of the final product.

The Curator/Director of Castle Kilbride advised Mayor L. Armstrong that the New Hamburg Board of Trade has been contacted to advise members of the opportunity to provide feedback. She reiterated that visits will be made at the high school to garner input and that a prize basket is being assembled to encourage public input.

Mayor L. Armstrong noted that the timeline is tight but that it should be sufficient to accomplish the goal. He encouraged the consultants to visit many of the popular events in the community occurring in the fall.

Councillor A. Junker recommended that the consultants speak with Councillor J. Gerber upon his return, as he is a good resource for reaching students at the high school.

Mayor L. Armstrong expressed his appreciation for the fact that the responses received to-date have largely been positive. He encouraged all Members of Council and staff to promote the community engagement stage of the Plan.

9. REPORTS

9.1 CAO – no reports

9.2 CLERK'S SERVICES

9.2.1 REPORT NO. CL 2017-22

**Waterloo Area Municipal Ombuds Office
2016-17 Annual Report
Township of Wilmot**

Resolution No. 2017-156

Moved by: A. Junker

Seconded by: B. Fisher

THAT the Waterloo Area Municipal Ombuds Office Annual Report for 2016-2017, be received for information purposes.

CARRIED.

The Director of Clerk's Services highlighted the report.

9.3 FINANCE – no reports

9.4 PUBLIC WORKS

9.4.1 REPORT NO. PW-2017-18

**Holland Mills Road Bridge – Structure No. 17B/B-T13
Schedule “B” Class Environmental Assessment
and Preliminary Design – Project File Report**

Resolution No. 2017-157

Moved by: M. Murray

Seconded by: P. Roe

THAT the Township of Wilmot take the following actions with respect to the Class Environmental Assessment for the Holland Mills Road Bridge – Structure No. 17B/B-T13:

- i) Approve the preliminary design for construction of the preferred alternative – Concrete Box Girder as described in Report PW-2017-18, dated September 25, 2017;
- ii) Direct staff to file the Notice of Study Completion for this Class Environmental Assessment Schedule “B” Study by means of advertisements in the local newspapers, Township website and direct mailings, and place the Project File Report on the public record for a period of 45 days;

AND THAT, following the 45-day waiting period, that K. Smart & Associates be instructed to complete the detailed design and contract document preparation for the replacement structure.

CARRIED.

The Director of Public Works highlighted the report.

The consultant, Allan Garnham, Project Engineer for K. Smart and Associates Ltd., summarized the findings of the report, preferred alternative and the process undertaken.

Mr. Garnham clarified for Councillor B. Fisher that the existing structure had a load limit of three tons but the recommended structure will be designed to meet full Ontario standards.

Councillor A. Junker expressed his concerns that the analysis and documentation did not include a full review of the heritage aspects of the bridge, specifically with regards to the accuracy of how the members were dated given the technology and method used to construct them. He requested that the members be reviewed by a bridge specialist at the Ministry of Tourism, Culture and Sport, that implementation of the preferred alternative include a commemorative feature to highlight the history of the structure and that the railings be designed in a manner that is visually pleasing and allows its users to see the river and surrounding landscape.

The Director of Public Works noted that the report did include an extensive analysis of the full structure that met the requirements. He stated that Councillor A. Junker's comments concerning the railings will be considered during the design phase and that further consultation can be considered with regards to the accuracy of the date for the members while being mindful of budgetary restrictions.

The Director of Public Works confirmed for Mayor L. Armstrong that a textured finish similar to what was previously used by the Region can be considered during the design phase as well.

Mr. Garnham clarified for Councillor P. Roe that the recommended design neither improves nor worsens the flow of the watercourse during peak flows.

9.5 DEVELOPMENT SERVICES

9.5.1 REPORT NO. DS 2017-18

Agreement with respect to time of payment of Development Charges

300 Snyder's Road East, Baden

Westcap Development Inc.

Resolution No. 2017-158**Moved by: P. Roe****Seconded by: M. Murray**

THAT the Township enter into an agreement between the Township of Wilmot and Westcap Development Inc. pursuant to Section 3.14 of the Township Development Charge By-law 2014-34 to extend the time for which a redevelopment allowance is calculated as follows:

1. Prior to October 26, 2019 a redevelopment allowance shall be available calculated based on the development charge rates in place at the time of issuance of a building permit, and in consideration of the demolition of 16,374sq.ft of commercial floor area and 3 single detached dwellings.
2. Between October 27, 2019 and June 24, 2020 a redevelopment allowance shall be available if any allowance from Clause 1 remains, but not exceeding 1 single detached dwelling and calculated based on the development charge rates in place at the time of issuance of a building permit.
3. No extensions to the time frames set out in this agreement will be available.

CARRIED.

The Director of Development Services highlighted the report.

9.6 FACILITIES AND RECREATION SERVICES**9.6.1 REPORT NO. PRD-2017-11****RFP 2017-23**

**Consultant Services for the Engineered Design of the
Kirkpatrick Park Parking Lot and Wilmot Street Parking
Enhancements, New Hamburg**

Resolution No. 2017-159**Moved by: B. Fisher****Seconded by: A. Junker**

THAT GM Blueplan Engineering Limited be hired to complete an Engineered Design of the Kirkpatrick Park Parking Lot and Wilmot Street Parking Enhancements, as per their proposal received on August 31, 2017 for the bid price of \$42,590.00 plus applicable taxes.

CARRIED.

The Director of Facilities and Recreation Services highlighted the report.

9.7 FIRE – no reports

9.8 CASTLE KILBRIDE – no reports

10. CORRESPONDENCE

10.1 Wilmot Agricultural Society – Acknowledgement and Thank You Letter for Donation

Resolution No. 2017-160

Moved by: P. Roe

Seconded by: A. Junker

THAT Correspondence Item 10.1 be received for information.

CARRIED.

11. BY-LAWS

11.1 By-law No. 2017-45 – By-law to Appoint the Chief Building Official and Inspectors

Resolution No. 2017-161

Moved by: M. Murray

Seconded by: A. Junker

THAT By-law No.'s 2017-45 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 Councillor M. Murray expressed his concern over the sudden appearance of a turn restriction sign at the railway tracks for turning left onto Steinman Street from Waterloo Street. His concerns were for implications to residents and businesses in the immediate area and the fact that this occurred without notice or consultation. He further stated that he is not aware of any incidents occurring on the railway tracks created due to someone turning left on to Steinman Street, therefore the restriction appears to not be warranted.

Mayor L. Armstrong advised that he had spoken with staff at the Region concerning this. Mayor L. Armstrong noted his concern that Transport Canada made this restriction without notification, a full study or consultation. He suggested that it appears the decision was made by an individual who only made casual observations of the area.

Councillor A. Junker concurred with the comments made by Mayor L. Armstrong and Councillor M. Murray. He advised that he spoke with Former Mayor E. Ritz who could not recall any accidents occurring from a vehicle making a left turn at that intersection. Councillor A. Junker agreed that the lack of notification is concerning and that this may have a significant impact on residents and businesses. He noted that many drivers are continuing to make left turns at the intersection.

Mayor L. Armstrong advised that Mr. Henderson from the Region is continuing to investigate the matter.

Councillor A. Junker suggested that an additional railway crossing in New Hamburg could help remedy some of the traffic concerns on Waterloo Street.

The Director of Development Services clarified that an alternative crossing was considered in the past but it was considered cost prohibitive at the time and would involve the demolition of some homes in the area.

Councillor P. Roe noted that the Federal Government appears to have by-passed the Provincial, Regional and Township governments without any notice.

- 13.2 Councillor B. Fisher requested updated information on the ridership for the Grant River Transit route in Wilmot.

Mayor L. Armstrong confirmed that staff can obtain those figures.

- 13.3 Mayor L. Armstrong reminded Council of the Poor Boy's Luncheon fundraiser for the Wilmot Family Resource Centre will be taking place on Thursday, September 28, 2017.

14. BUSINESS ARISING FROM CLOSED SESSION

15. CONFIRMATORY BY-LAW

15.1 By-law No. 2017-46

Resolution No. 2017-162

Moved by: A. Junker

Seconded by: M. Murray

THAT By-law No. 2017-46 to Confirm the Proceedings of Council at its Meeting held on September 25, 2017 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

16. ADJOURNMENT (8:11 P.M.)

Resolution No. 2017-163

Moved by: B. Fisher

Seconded by: P. Roe

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

CARRIED.

Mayor

Clerk