



# TOWNSHIP OF WILMOT

## **Council Meeting Minutes**

**Monday, November 6, 2017**

**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 J. Molenhuis, Director of Facilities and Recreation Services S. Nancekivell, Director of Development Services H. O'Krafka, Fire Chief R. Leeson, Director of Finance P. Kelly, Manager of Planning/EDO A. Martin, Manager of Accounting A. Romany

- 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**

Councillor B. Fisher declared a pecuniary interest with regards to Item No. 7.1 as he leases property at the subject campground.

Councillor P. Roe declared a pecuniary interest with regards to Item No. 9.7.1 as he owns property identified in the Agreement.

## **6. MINUTES OF PREVIOUS MEETINGS**

### **6.1 Council Meeting Minutes October 23, 2017**

**Resolution No. 2017-177****Moved by: M. Murray****Seconded by: B. Fisher**

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

Council Meeting October 23, 2017.

CARRIED, AS AMENDED.

Councillor P. Roe noted the following grammatical corrections:

- an incomplete sentence on page three;
- an omitted word on page four;
- an incorrectly structured sentence on page six;
- a typo on page seven; and
- incorrect word usage on pages eight and twelve.

**7. PUBLIC MEETINGS****7.1 REPORT NO. DS 2017-21****Zone Change Application 07/17****Nith River Campground Ltd.****Part of Lot 22 and 23, Concession North of Snyder's Road****4417 Wilmot-Easthope Road****Resolution No. 2017-178****Moved by: M. Murray****Seconded by: A. Junker**

THAT Report DS 2017-21 be received for information.

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.

Councillor B. Fisher declared a pecuniary interest with regards to this matter and did not take part in the voting of the motion or in the discussion thereof.

The Manager of Planning/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 twice if anyone else wished to address Council on this matter, and in the absence of any comments, declared the public meeting to be closed.

**7.2 REPORT NO. DS 2017-22**  
**Zone Change Application 08/17**  
**Dean Pomerleau**  
**Lot 7, Plan 628**  
**46 Main Street, New Dundee**

**Resolution No. 2017-179**

**Moved by: A. Junker**

**Seconded by: P. Roe**

THAT Council approve Zone Change Application 08/17 made by Dean Pomerleau, affecting Lot 7, Plan 628, to change the zoning of the subject property from Zone 5 (Commercial) to Zone 2a (Residential).

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 Manager of Planning/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 anyone wished to address Council on this matter.

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

**7.3 REPORT NO. DS 2017-23**  
**Zone Change Application 09/17**  
**Tri-City Lands**  
**Part of Lot 2, Concession North of Snyder's Road**  
**2264 Snyder's Road East**

**Resolution No. 2017-180**

**Moved by: M. Murray**

**Seconded by: P. Roe**

THAT Report DS 2017-23 be received for information.

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 Manager of Planning/EDO highlighted the report.

On behalf of the applicant, Mr. David Sisco from IBI Group presented to Council an overview of the application submitted for Tri-City Lands including details on requirements under the Aggregate Act, background information on the Germet Pit and rehabilitation of the land when the pit reaches the end of its life cycle.

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

Mayor L. Armstrong asked if anyone wished to address Council on this matter.

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

## **8. PRESENTATIONS/DELEGATIONS**

### **8.1 REEP, Executive Director, Mary Jane Patterson**

Ms. Patterson provided Council with copies of the annual report for REEP which provides a summary of the efforts undertaken by REEP throughout the year. Ms. Patterson highlighted the strategic directions for REEP as an environmental charity that helps people live sustainably. She provided Council with details on the various programs REEP organizes throughout the year including Climate Action WR, waste reduction initiatives, RAIN Smart Neighbourhoods and community workshops. She invited members of Council and staff to tour the REEP House for Sustainable Living and asked for support in promoting the Home Renovation Rebates available through Union Gas in partnership with the Province of Ontario.

Councillor A. Junker thanked Ms. Patterson for her presentation and noted that he has participated in the community workshops previously. He requested that staff investigate RAIN Gardens for new developments within Wilmot Township.

### **8.2 Tarana Persaud, Member Engagement Coordinator**

**Matthew Day, Program Manager**

**Sustainable Waterloo Region**

**Green House Gas Reduction Target Report**

Mr. Day thanked Council for their time. He described Sustainable Waterloo Region as being like REEP but for corporations. He advised Council that Sustainable Waterloo

Region began in 2009 with the Regional Carbon Initiative but has since expanded to include other sustainability programs. He provided Council with details on the status of the Township in terms of their Greenhouse Gas (GHG) emission reductions and how the Township ranks as a member of the Regional Sustainability Initiative. He provided context for how the Township will be able to meet their GHG reduction target. He concluded his presentation by advising Council on the additional benefits for the Township by establishing a GHG reduction target.

Councillor B. Fisher thanked Mr. Day for his presentation and noted his appreciation for the efforts of the Township in setting targets and providing leadership in sustainability within the Township. He inquired if GHG reductions would also apply to vehicles. Mr. Day confirmed that vehicles would be included.

The Manager of Accounting responded to additional inquiries from Councillor B. Fisher by stating that the Township has no set policy that would create GHG reductions in vehicles, such as anti-idling.

#### **8.2.1 REPORT NO. FIN 2017-36**

##### **Green House Gas Reduction Target**

#### **Resolution No. 2017-181**

**Moved by: M. Murray**

**Seconded by: A. Junker**

THAT The Corporation of The Township of Wilmot establish a Green House Gas reduction target of 25% by the year 2027 with a 2012 base year.

CARRIED.

The Manager of Accounting highlighted the report.

Councillor A. Junker echoed the comments from Councillor B. Fisher with regards to the sustainability efforts of the Township and in setting an example for residents for reducing GHG emissions. He also noted the economic benefits that will be realized through the Township's sustainability efforts.

Councillor P. Roe concurred with Councillors B. Fisher and A. Junker. He suggested that Council might wish to set more ambitious targets in the future.

The Director of Finance advised that Council would receive annual reports of the Township's progress and that GHG reduction targets could be revisited.

## **9. REPORTS**

### **9.1 CAO – no reports**

### **9.2 CLERK'S SERVICES – no reports**

### **9.3 FINANCE**

#### **9.3.1 REPORT NO. FIN 2017-37**

#### **FCM – Municipal Asset Management Program (MAMP)**

### **Resolution No. 2017-182**

**Moved by: P. Roe**

**Seconded by: A. Junker**

THAT Council direct staff to apply for the grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for asset management capacity building; and further

THAT the Township of Wilmot commits to conducting the following activities in its 2018 Work Program submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Asset Management Data Gap Analysis,
- Establish Strategic Asset Management Policy,
- Create Condition Assessment Protocols, and
- Develop Data Collection Templates for Field staff; and further

THAT the Township of Wilmot commit \$10,800 from the 2018 Capital Budget toward the costs of these works.

**CARRIED.**

The Director of Finance highlighted the report.

### **9.4 PUBLIC WORKS – no reports**

**9.5 DEVELOPMENT SERVICES – no reports**

**9.6 FACILITIES AND RECREATION SERVICES**

**9.6.1 REPORT NO. PRD 2017-12**

**Facilities & Recreation Services Quarterly Activity Reports**

**Resolution No. 2017-183**

**Moved by: M. Murray**

**Seconded by: B. Fisher**

THAT the Facilities & Recreation Services Activity Reports for the third quarter of 2017 be received for information.

CARRIED.

In response to Councillor A. Junker, the Director of Facilities and Recreation Services confirmed that an Engineer has been retained for the works occurring on the New Dundee Band Shell and that he is coordinating the contracts for completing the works.

**9.7 FIRE**

**9.7.1 REPORT NO. FD 2017- 08**

**Automatic Aid Agreement – City of Waterloo**

**Resolution No. 2017-184**

**Moved by: M. Murray**

**Seconded by: B. Fisher**

THAT Wilmot Township enter into a 5 year Automatic Aid agreement with the City of Waterloo which will provide first response fire suppression services as noted in report FD 2017-03;

THAT the Wilmot Fire Department report to Council with a formal review and evaluation of the automatic aid agreement between Wilmot Township and the City of Waterloo, on or before July 1st, 2021.

CARRIED.

Councillor P. Roe declared a pecuniary interest with regards to this matter and did not take part in the discussion or subsequent voting thereof.

The Fire Chief highlighted the report and the process for rolling out this program.

The Fire Chief clarified for Councillor B. Fisher that two stations in the City of Waterloo would service the area noted in the Agreement and that both the City and the Township would be dispatched as per the Agreement. He further clarified that the City of Waterloo stations are located on Columbia Street and Northfield Drive, and that for the purposes of emergency response, time is not utilized in determining which station is dispatched since it is highly dependent on variable factors such as weather and traffic.

The Fire Chief confirmed for Councillor M. Murray that the Columbia Street station is equipped with aerial, tanker and pumper trucks that could be deployed. He noted that the City of Waterloo relocated the tanker truck to Columbia Street to accommodate the Automatic Aid Agreements with Wilmot and Woolwich.

Councillor A. Junker noted his appreciation for the City of Waterloo's commitment to this agreement as demonstrated through the relocation of resources and additional properties added to the Agreement.

Mayor L. Armstrong gave his compliments to the Mayor of the City of Waterloo for initiating this Agreement and thanked the Fire Chief in Waterloo for working with Township staff on this project.

**Kevin Thomason, 105 Cedar Grove Road**

Mr. Thomason stated that he has been working to improve emergency response in the Sunfish Lake of Wilmot Township. He recounted concerns he has had regarding wait times for response from emergency services. He thanked the City of Waterloo for entering into this Agreement for responding to house fires in the area which he hopes will improve response times. He suggested this Agreement is a starting point as not all types of emergencies are covered under the Agreement. He noted his concerns for lack of public engagement for this Agreement and barriers he experienced in trying to get his opinions voiced to Council and Township staff. He noted his appreciation at having more properties added to the Agreement. He advised that he has some additional questions that he hopes to see addressed such as:

- the methodology used in determining which properties were not to be included in the Agreement;

- which station will be dispatched when the subject property is named on more than one Agreement;
- what fees will residents be billed as a result of this Agreement; and
- what communication efforts will be undertaken to residents on both sides of the boundaries in the Agreement.

He stressed the importance for residents to understand what they can expect as a result of this Agreement. He noted his disappointment that residents were not engaged during the Fire Master Plan and that the area he lives in does not have the same level of emergency coverage as the rest of the Region.

In response to a request from Mrs. D. Swidrovich to address Council, the following recommendation was made:

**Resolution No. 2017-185**

**Moved by: B. Fisher**

**Seconded by: M. Murray**

THAT the delegation be heard.

CARRIED.

Mrs. Swidrovich thanked Council for the opportunity to address them on this topic. She thanked the Fire Chiefs for Wilmot and the City of Waterloo for their efforts on this Agreement. She voiced her concern for not having the efforts of herself and her associates noted in getting this Agreement in place. She gave an account of the series of events that occurred when Mr. and Mrs. Vogel died in a fire on their property.

Mayor L. Armstrong corrected Mrs. D. Swidrovich's account which he noted was misleading in the time it took for the Wilmot Fire Department to respond to the fire.

Mrs. D. Swidrovich continued by advising Council on the efforts she and other residents have undertaken to try to improve the emergency response they would receive in the northeastern boundary of the Township. She noted her efforts in trying to obtain the calculations used by the City of Waterloo in determining which properties would be included in the Agreement. She summarized her own calculations to determine which properties she believed they could provide coverage to using the furthest property proposed in the original report as a baseline. She reported barriers in being able to meet with Township staff and alleged that the Township did not attempt to add additional properties to the Agreement until she brought the matter forward. She expressed her

hope that future matters of a similar nature will involve all stakeholders, including residents on both sides of the Wilmot and Waterloo border.

**9.8 CASTLE KILBRIDE – no reports**

**10. CORRESPONDENCE**

**11. BY-LAWS**

**11.1 By-law No. 2017-48 – Zone Change Application 08/17, Dean Pomerleau, Lot 7, Plan 628, 46 Main Street, New Dundee**

**11.2 By-law No. 2017-49 – By-law to Execute the Automatic Aid Agreement with the City of Waterloo**

**Resolution No. 2017-186**

**Moved by: A. Junker**

**Seconded by: B. Fisher**

THAT By-law No. 2017-48 be read a first, second and third time and finally passed in open Council.

CARRIED.

**Resolution No. 2017-187**

**Moved by: B. Fisher**

**Seconded by: J. Gerber**

THAT By-law No. 2017-49 be read a first, second and third time and finally passed in open Council.

CARRIED

Councillor P. Roe declared a pecuniary interest with regards to this matter and did not take part in the discussion or subsequent voting thereof.

**12. NOTICE OF MOTIONS**

**13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS**

**13.1** Mayor L. Armstrong announced that the Remembrance Day services will be taking place on Saturday, November 11. He advised that those marching in the parade

can meet at the funeral home at 10:30 a.m. and those attending the Cenotaph services only should arrive prior to 11:00 a.m.

**14. BUSINESS ARISING FROM CLOSED SESSION**

**15. CONFIRMATORY BY-LAW**

**15.1 By-law No. 2017-50**

**Resolution No. 2017-188**

**Moved by: B. Fisher**

**Seconded by: A. Junker**

THAT By-law No. 2017-50 to Confirm the Proceedings of Council at its Meeting held on November 6, 2017 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

**16. ADJOURNMENT (8:26 P.M.)**

**Resolution No. 2017-189**

**Moved by: A. Junker**

**Seconded by: P. Roe**

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

CARRIED.

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Mayor

\_\_\_\_\_  
Clerk