



TOWNSHIP OF WILMOT

Council Meeting Minutes

Monday, April 9, 2018

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 of Clerk's Services 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, Curator/Director of Castle Kilbride T. Loch, 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**

Mayor L. Armstrong asked all those present to think of those affected by the Humboldt Broncos tragedy.

- 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 26, 2018

Resolution No. 2018-054

Moved by: A. Junker

Seconded by: M. Murray

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

Council Meeting March 26, 2018.

CARRIED.

7. PUBLIC MEETINGS

7.1 REPORT NO. DS 2018-08

Zone Change Application 03/18

Keith Hallman / Craig and Brenda Swartzentruber

Part of Lot 20, Concession South of Snyder's Road

Parts 3 & 4, 58R-3758

1140B Waterloo Street

Resolution No. 2018-055

Moved by: M. Murray

Seconded by: B. Fisher

THAT Report DS 2018-08 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 Director of Development Services highlighted the report.

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

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

8. PRESENTATIONS/DELEGATIONS

9. REPORTS

9.1 CAO – no reports

9.2 CLERKS

9.2.1 REPORT NO. CL 2018-07

Notice of Request for Drain Improvement

Leonard Haid

Part Lot 6, Concession South of Erb's Road

Township of Wilmot

Resolution No. 2018-056

Moved by: P. Roe

Seconded by: A. Junker

THAT the Township of Wilmot accept the Notice of Request for Drain Improvement received from Leonard Haid for Part of Lot 6, Concession South of Erb's Road, Township of Wilmot; and,

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

CARRIED.

The Director of Clerk's Services highlighted the report

9.2.2 REPORT NO. CL 2018-08**Temporary Road Designation Request
William Scott Festival****Resolution No. 2018-057****Moved by: M. Murray****Seconded by: A. Junker**

THAT Council designate Hunter Street (from Huron Street to William Scott Park) as closed on June 23, 2018 from 12:00 noon until 6:00 p.m. for the purposes of a soap box derby in connection with the William Scott Festival.

CARRIED.

The Director of Clerk's Services highlighted the report.

Mayor L. Armstrong clarified for Councillor B. Fisher that the William Scott Festival will include events, other than the Soap Box Derby, occurring in Scott Park.

Councillor A. Junker noted the success of the New Dundee Soap Box Derby which was recently revived as an annual event.

Mayor L. Armstrong concurred that having these traditional family events return is a benefit for the community.

9.3 FINANCE**9.3.1 REPORT NO. FIN 2018-16****Statement of Operations as of March 31, 2018 (un-audited)****Resolution No. 2018-058****Moved by: P. Roe****Seconded by: M. Murray**

THAT the Statement of Operations as of March 31, 2018, as prepared by the Manager of Accounting, be received for information purposes.

CARRIED.

The Manager of Accounting highlighted the report.

Councillor B. Fisher noted the hydro cost savings realized through the conversion to LED street lighting.

9.3.2 REPORT NO. FIN 2018-17

Ontario's Main Streets Revitalization Initiative

Resolution No. 2018-059

Moved by: M. Murray

Seconded by: A. Junker

THAT the Township of Wilmot enter into a Municipal Funding Agreement (MFA) with the Ministry of Agriculture, Food and Rural Affairs, under the Main Streets Revitalization Initiative; and further

THAT the Mayor and Clerk be authorized to execute said Municipal Funding Agreement, for a funding allocation of up to \$55,820.73, towards revitalization activities that support main streets.

CARRIED.

The Director of Finance highlighted the report.

9.4 PUBLIC WORKS

9.4.1 REPORT NO. PW-2018-06

Public Works 1st Quarter Operations Activity Report

January – March 2018

Resolution No. 2018-060

Moved by: P. Roe

Seconded by: M. Murray

THAT the Public Works Operations 1st Quarter Activity Reports for the months of January, February and March 2018 be received for information.

CARRIED.

The Director of Public Works highlighted the report.

In response to Councillor B. Fisher, the Director of Public Works confirmed that the Township has been in correspondence with the Township of Blandford-Blenheim regarding the Oxford-Waterloo Road bridge and that further details from the consultant are needed before options can be reported. He stated that additional details are also needed for the Bridge Street bridge before staff can make recommendations.

9.4.2 REPORT NO. PW-2018-07

Surface Treatment Program – Award of Contract

Resolution No. 2018-061

Moved by: P. Roe

Seconded by: M. Murray

THAT Council award Tender 2018-05 to Cornell Construction Limited, in the amount of \$487,198.00 (plus HST), for surface treatment of Township roads.

CARRIED.

The Director of Public Works highlighted the report.

9.4.3 REPORT NO. PW-2018-08

Hot Mix Asphalt Paving Program – Award of Contract

Resolution No. 2018-062

Moved by: B. Fisher

Seconded by: M. Murray

THAT Council award Tender 2018-06 to Brantco Construction, in the amount of \$296,206.00 (plus HST), inclusive of provisional items, for the paving of Township roads with hot mix asphalt.

CARRIED.

The Director of Public Works highlighted the report.

The Director of Public Works confirmed for Councillor A. Junker, with the addition of new members of staff in 2018, additional staff resources can be allocated to oversee projects, whereby potential underlying conditions can be identified and remedied.

9.5 DEVELOPMENT SERVICES

9.5.1 REPORT NO. DS 2018-09

2018 First Quarter Building Statistics Summary

Resolution No. 2018-063

Moved by: B. Fisher

Seconded by: A. Junker

THAT the 1st Quarter 2018 Building Statistics Summary be received for information.

CARRIED

The Director of Development Services highlighted the report.

Councillor B. Fisher requested clarification on the permit issued that was categorized under Miscellaneous. The Director of Development Services advised that he would respond back to Council with details.

9.6 FACILITIES AND RECREATION SERVICES

9.6.1 REPORT NO. PRD 2018-02

Facilities & Recreation Services Quarterly Activity Reports

Resolution No. 2018-064

Moved by: M. Murray

Seconded by: B. Fisher

THAT the Facilities & Recreation Services Activity Reports for the first quarter of 2018 be received for information.

CARRIED.

The Director of Facilities and Recreation Services highlighted the report and noted that staff is expecting Township parks to be opened for May 1.

The Director of Facilities and Recreation Services confirmed for Councillor B. Fisher that staff are working towards repairing and replacing the picnic tables from Norm S. Hill Park.

9.7 FIRE

9.7.1 REPORT NO. FD 2018-02

Quarterly Activity Report

Resolution No. 2018-065

Moved by: P. Roe

Seconded by: A. Junker

THAT the Fire Department Activity Report for the first quarter of 2018 be received for information purposes.

CARRIED.

The Fire Chief highlighted the report.

9.8 CASTLE KILBRIDE

9.8.1 REPORT NO. CK 2018-02

Quarterly Activity Report – January, February & March 2018

PR AJ

Resolution No. 2018-066

Moved by:

Seconded by:

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

CARRIED.

The Director/Curator of Castle Kilbride highlighted the report.

Councillor A. Junker announced to Council that he received compliments from a member of the public who visited the Township Office to conduct research in the archives. The

visitor spoke highly of Township staff and stated that the assistance he received exceeded his expectations.

10. CORRESPONDENCE

10.1 Region of Waterloo – Smart Cities Challenge – Phase One Application Resolution No. 2018-067

Moved by: M. Murray

Seconded by: B. Fisher

THAT the Township of Wilmot endorse the collaborative Smart Cities Application for Waterloo Region addressing the theme of Healthy Children and Youth as outlined in Report PDL-ECD-18-02 as prepared by the Region of Waterloo.

CARRIED.

11. BY-LAWS

11.1 By-Law No. 2018-16 – By-law to Authorize the Execution of a Municipal Funding Agreement Under Ontario's Main Streets Revitalization Initiative

Resolution No. 2018-068

Moved by: M. Murray

Seconded by: B. Fisher

THAT By-Law No. 2018-16 be read a first, second and third time and finally passed in Open Council.

CARRIED.

12. NOTICE OF MOTIONS

13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS

14. BUSINESS ARISING FROM CLOSED SESSION

15. CONFIRMATORY BY-LAW

15.1 By-law No. 2018-17

Resolution No. 2018-069

Moved by: P. Roe

Seconded by: A. Junker

THAT By-law No. 2018-17 to Confirm the Proceedings of Council at its Meeting held on April 9, 2018 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

16. ADJOURNMENT (7:28 P.M.)

Resolution No. 2018-070

Moved by: M. Murray

Seconded by: A. Junker

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

CARRIED.

Mayor

Clerk