# Township of Wilmot Coat of Arms with Township Name and phrase Building a Sure Foundation

# Council Meeting Minutes

## Monday, March 4, 2019

## Closed Council Meeting

## Wilmot Community Room

## 6:00 P.M.

## Regular Council Meeting

## Council Chambers

## 7:00 P.M.

Members Present: Mayor L. Armstrong, Councillors A. Hallman, C. Gordijk, B. Fisher, J. Gerber and J. Pfenning

Staff Present: Chief Administrative Officer G. Whittington, Director of Clerk’s Services D. Mittelholtz, Deputy Clerk T. Murray, 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 Planning / EDO A. Martin

### 1. MOTION TO CONVENE INTO CLOSED SESSION

Moved by: Councillor B. Fisher Seconded by: Councillor J. Pfenning

THAT a Closed Meeting of Council be held on Monday, March 4, 2019 at 5:30 p.m. in accordance with Section 239 (3.1) of the Municipal Act, 2001, for the purposes of:

(3.1) education and training (Council Orientation on Human Resources Management).

### 2. MOTION TO RECONVENE IN OPEN SESSION

Moved by: Councillor C. Gordijk Seconded by: Councillor J. Pfenning

THAT Council reconvene in Open Session at 7:00 P.M.

### 3. MOMENT OF SILENCE

### 4. ADDITIONS TO THE AGENDA

### 5. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT

Councillor A. Hallman advised that at the March 18, 2019 meeting she is declaring a conflict of interest under the Code of Conduct for Council relative to Zone Change Application 05/19 and will refrain from any discussion on the matter or any subsequent voting thereof. She noted that she is acting on advice received from the Integrity Commissioner.

### 6. MINUTES OF PREVIOUS MEETINGS

#### 6.1 Council Meeting Minutes February 25, 2019

Resolution No. 2019-41

**Moved by: Councillor C. Gordijk Seconded by: Councillor J. Pfenning**

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

Council Meeting February 25, 2019

CARRIED, AS AMENDED.

Councillor C. Gordijk expressed her opinion that the Minutes regarding Councillor A. Hallman’s comments in response to Councillor B. Fisher’s request to wait to approve the land acknowledgement provided by Councillor A. Hallman, should be amended to reflect her expression of the importance of Council approving the land acknowledgement, rather than objecting to his request.

Councillor J. Gerber provided clarification on his comment relating to the land acknowledgment, he advised he did not require more time for understanding of the land acknowledgment, rather, he was suggesting more time should be given to consider and evaluate what is being proposed.

Councillor J. Pfenning advised that she had asked that staff provide clarification on the Township website regarding the Wilmot Healthy Communities Collation as not being a Committee of Council.

Councillor A. Hallman asked that clarification be made regarding the reference Ms. Lefebvre made with identifying that the law identifies indigenous people as a nation within a nation.

### 7. PUBLIC MEETINGS

#### 7.1 Zone Change Application 04/19

Terry and Christa Gerber

Part of Lots 17 and 18, Concession 4, Block B

Being Part 1, Plan 58R-16333

820 Lisbon Road

(To allow an apartment within a detached garage)

**Resolution No. 2019-42**

**Moved by: Councillor J. Pfenning Seconded by Councillor C. Gordijk**

THAT Council approve Zone Change Application 04/19 made by Terry and Christa Gerber, affecting Part of Lots 17 and 18, Concession 4, Block B, being Part 1, Plan 58R-16333, to permit one dwelling unit within an accessory structure as an accessory use on the property.

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 Local Planning Appeal Tribunal, the Tribunal 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 outlined the report.

Councillor C. Gordijk asked why there were no concerns from the Grand River Conservation Authority on the building location since it appears to be close to the flood zone. The Manager of Planning / EDO advised that the diagram does not capture that the building is actually located on top of a slope therefore the Grand River Conservation Authority was satisfied.

Mayor L. Armstrong asked if there were questions of a technical nature from Council. There was 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.

### 8. PRESENTATIONS/DELEGATIONS – no presentations

### 9. REPORTS

#### 9.1 CAO – no reports

#### 9.2 CLERKS

#### 9.2.1 REPORT CL 2019-11

Trails Advisory Committee

Terms of Reference

**Resolution No. 2019-43**

**Moved by: Councillor C. Gordijk Seconded by: Councillor J. Pfenning**

#### THAT Council approve the Trails Advisory Committee Terms of Reference attached as Appendix A to Report CL 2019-11.

CARRIED.

Councillor B. Fisher asked if it would be possible for a quarterly report to Council be included as part of a reporting structure. The Director of Clerk’s Services advised that the structure of the committee requires minutes to be recorded, which will be provided to Council; however, the Terms of Reference will be amended to include quarterly reporting.

Councillor J. Gerber asked for clarification on the Council appointment for both the Trails Advisory Committee and the Sustainability Advisory Committee and the Director of Clerk’s Services advised that the application process for citizen members closes on March 10, 2019 at which time the applications will be evaluated using the Bias-Free Ranking Form. Once the applications have been reviewed, the Director of Clerk’s Services and Mayor L. Armstrong will review the applications and the Mayor will recommend appointments for members of Council. A report for approval will be presented at the March 18, 2019 Council meeting.

#### 9.2.2 REPORT CL 2019-12

**Land Acknowledgement**

**Resolution No. 2019-44**

**Moved by: Councillor A. Hallman Seconded by: Councillor C. Gordijk**

THAT Council adopts the inclusion of the following land acknowledgement at Council Meetings:

*We have gathered in Wilmot Township on the traditional territory of the Neutral, Anishnaabeg (u-nish-a-nah-bey) Haudenosaunee (ho-din-a-son-ni) and Mississauga peoples.*

*We also want to acknowledge the importance of The Dish with One Spoon Covenant - a peace agreement made between Indigenous nations before the Europeans arrived. It characterizes our collective responsibility to each other and Mother Earth - we should take only what we need, leave enough for others and keep the dish clean.*

*By acknowledging this covenant and the First Nations, Métis and Inuit peoples, we are reminded of our important connection to this land where we live, learn and work together as a community.*

CARRIED, AS AMENDED.

Councillor J. Gerber asked for the second paragraph to start with we instead of I.

Councillor A. Hallman, added that it is tradition to ask if there are any indigenous persons present if they wish to read the statement. She added that this would extend to staff members as well.

Mayor L. Armstrong suggested that each member of Council take a turn reading the statement at each Council meeting.

The Director of Clerk’s Services was directed to include the Land Acknowledgement and the procedures outlined by Mayor L. Armstrong and Councillor A. Hallman be included in the upcoming review of the Procedural By-law.

Councillor A. Hallman advised that this is a tradition that dates back centuries for indigenous people. This is a small but essential step forward toward reconciliation between our two Nations to recognize the original inhabitants of the lands we are situated on.  I am proud to be sitting around this horseshoe with all of you here this evening as we take this step forward together. The federal government’s Truth and Reconciliation Commission (TRC) report of December 2015 contained 94 calls to action to further reconciliation between Canadians and Indigenous Peoples. It contains the government’s commitment to a renewed nation-to-nation relationship with Indigenous Peoples. Municipal governments across the country have been and continue to take the correct steps forward. Through a motion of Council on June 29, 2016, the City of Guelph recognizes the traditional territory and acknowledged the presence of Indigenous Peoples. Mayor Cam Guthrie passed on his congratulations. Heather Hughson expressed that she whole heartedly supports this and thanked her for making this a priority. Christie McLardie, comments that the Town of Ajax recognizes the traditional territories as they meet and gather on at the beginning of each Ajax council meeting.

#### 9.3 FINANCE

9.3.1 REPORT FIN 2019-12

Sustainability Working Group Terms of Reference

Resolution No. 2019-45

**Moved by: Councillor C. Gordijk Seconded by: Councillor J. Pfenning**

THAT the Terms of Reference for the Sustainability Working Group, as per report FIN 2019-12, be endorsed; and further,

THAT Councillor Jenn Pfenning be appointed as the Council representative on the Sustainability Working Group for the 2018-2022 term.

CARRIED.

The Director of Finance outlined the report.

Councillor J. Pfenning thanked staff and advised she is looking forward to being part of the committee.

9.3.2 REPORT FIN 2019-13

Honorariums and Expenditures of Council and Committee

Members for the Year Ended December 31, 2018

**Resolution No. 2019-46**

**Moved by: Councillor C. Gordijk Seconded by: Councillor J. Pfenning**

THAT Report FIN 2019-13, prepared by the Director of Finance / Treasurer, outlining honorariums and expenditures of Council and Committee Members for the 2018 fiscal year, be adopted**.**

**CARRIED.**

Councillor C. Gordijk asked why Mayor L. Armstrong’s phone charges are lower than the rest of Council and the Director of Finance advised that the Region of Waterloo provides the Mayor’s phone.

#### 9.4 PUBLIC WORKS – no reports

#### 9.5 DEVELOPMENT SERVICES – no reports

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

#### 9.7 FIRE – no reports

#### 9.8 CASTLE KILBRIDE – no reports

#### 10. CORRESPONDENCE – no correspondence

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### 11. BY-LAWS

#### 11.1 By-law No. 2019-14 Zone Change Application 04/19

**Terry and Christa Gerber**

**Part of Lots 17 and 18,**

**Concession 4, Block B**

**Being Part 1, Plan 58R-16333**

**820 Lisbon Road**

Resolution No. 2019-47

Moved by: Councillor B. Fisher Seconded by: Councillor C. Gordijk

THAT By-Law No. 2019-14 be read a first, second and third time and finally passed in Open Council.

CARRIED.

**12. NOTICE OF MOTIONS**

Resolution No. 2019-48

**Moved by: Councillor B. Fisher Seconded by: Councillor A. Hallman**

THAT staff be directed to purchase training for Council and Senior Staff on the subject matter and that funding be allocated from the 2019 operating budget.

CARRIED, AS AMENDED.

Councillor J. Gerber noted that in the February 11, 2019 minutes, Mayor L. Armstrong had directed staff to prepare a response to Council regarding the procurement process and he asked staff where they are with that. The Director of Finance advised that there was a series of emails that were circulated to all of Council discussing the process. The Director of Finance also cautioned Council regarding the naming of a specific vendor and pricing in the Notice of Motion, advising that leaves little to no room for any variation in the process.

Councillor C. Gordijk asked what the next steps are and the Director of Finance advised that there is no requirement for another report and through this Notice of Motion, staff are being directed to begin the tender process for the training.

Councillor J. Pfenning agreed that the Notice of Motion should not provide specific details and should be more of a general direction motion.

### 13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS

13.1 Councilor A. Hallman thanked staff for the input they provided for the Town Hall meeting, noting that it was successful and it was a great opportunity for staff and Council to work together.

Councillor A. Hallman asked that staff make note for the 2020 budget process that incorporating green bin services at all Community Centres be explored.

13.2 Councillor C. Gordijk asked that staff prepare a report to Council regarding possible events to recognize International Women’s Day and Canadian Women History Month for consideration through the 2020 budget process.

13.3 Councillor J. Penning advised of the upcoming season for the Community Players Theatre. She noted the plays this year are the Hunchback of Notre Dame and Calendar Girls. She advised that season tickets go on sale March 9, 2019 both on line and at Joslin Insurance.

Councillor J. Pfenning thanked the Fire Chief for the work done to provide the upcoming Flood Preparedness Open House.

13.4 Councillor C. Gordijk announced the Shrove Tuesday celebrations are happening at the Wilmot Recreation Complex as well as the Emmanuel Church in Petersburg.

13.5 Mayor L. Armstrong advised of the upcoming All Council meeting on March 29, 2019 and to ensure Council Members RSVP. He noted that once the agenda is complete it will be forwarded to Council.

### 14. BUSINESS ARISING FROM CLOSED SESSION

### 15. CONFIRMATORY BY-LAW

#### 15.1 By-law No. 2019-15

#### Resolution No. 2019-48

**Moved by: Councillor B. Fisher Seconded by: Councillor C. Gordijk**

THAT By-law No. 2019-15 to Confirm the Proceedings of Council at its Meeting held on March 4, 2019 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

### 16. ADJOURNMENT (7:45 p.m.)

Resolution No. 2019-49

Moved by: Councillor B. Fisher Seconded by: Councillor C. Gordijk

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