



TOWNSHIP OF WILMOT

Council Meeting Minutes **Monday, May 4, 2020** **Regular Council Meeting** **Electronic Online Participation** **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 Information and Legislative Services D. Mittelholtz, Director of Public Works and Engineering J. Molenhuis, Director of Parks, Facilities and Recreation Services S. Jackson, Director of Development Services H. O’Krafka, Fire Chief R. Leeson, Director of Corporate Services / Treasurer P. Kelly, Director / Curator Castle Kilbride T. Loch, Manager of Information and Legislative Services T. Murray

- 1. MOTION TO CONVENE INTO CLOSED SESSION**
- 2. MOTION TO RECONVENE IN OPEN SESSION**
- 3. MOMENT OF SILENCE**
- 4. LAND ACKNOWLEDGEMENT**
- 5. ADDITIONS TO THE AGENDA**
- 6. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT**
- 7. MINUTES OF PREVIOUS MEETINGS**
 - 7.1 Council Meeting Minutes February 10, 2020 and February 24, 2020 and Special Council Meeting Minutes March 25, 2020**

Resolution No. 2020-45

Moved by: Councillor J. Gerber

Seconded by: Councillor B. Fisher

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

Council Meeting February 10, 2020 and February 24, 2020; and,

Special Council Meeting March 25, 2020.

CARRIED. AS AMENDED.

Councillor C. Gordijk noted her comments at the March 25, 2020 Special Council Meeting relative to Report No. CS 2020-19 were referring to a potential loss of revenue due to the waving late charges and interest.

8. PUBLIC MEETINGS

9. PRESENTATIONS/DELEGATIONS

10. CONSENT AGENDA

10.1 REPORT NO. COR 2020-18

Community Benefits Authority – Proposed Regulations

Resolution No. 2020-46

Moved by: Councillor J. Pfenning

Seconded by: Councillor A. Hallman

THAT Report No. 2020-17 be received for information purposes.

CARRIED, UNANIMOUSLY.

11. REPORTS

11.1 CORPORATE SERVICES

11.1.1 REPORT NO. COR 2020-21

2020 Final Tax Levy By-law

Resolution No. 2020-47

Moved by: Councillor C. Gordijk

Seconded by: Councillor J. Pfenning

THAT report COR 2020-21 prepared by the Manager of Finance / Deputy Treasurer, regarding the 2020 Final Tax Levy By-law be received.

CARRIED, UNANIMOUSLY.

The Director of Corporate Services / Treasurer outlined the report.

Councillor C. Gordijk asked if communication would be provided to residents regarding adjustments to late charges and fees and the Director of Corporate Services / Treasurer advised that staff have been working with Corporate Communications to get the information out by way of Twitter, the Township website and the Township Newsletter.

11.1.2 REPORT NO. COR 2020-22

Statement of Operations as of March 31, 2020 (un-audited)

Resolution No. 2020-48

Moved by: Councillor J. Pfenning Seconded by: Councillor A. Hallman

THAT the Statement of Operations as of March 31, 2020, as prepared by the Manager of Finance / Deputy Treasurer, be received for information purposes.

CARRIED, UNANIMOUSLY.

The Director of Corporate Services / Treasurer outlined the report.

Councillor B. Fisher asked if there have been any discussions on discounts for insurance on facilities that are currently closed, the Director of Corporate Services / Treasurer advised that area municipalities, as board members of the Insurance Pool are holding their annual meeting in June and there will be discussions at that time.

Councillor B. Fisher asked for an update on the level of service hiring that were approved through the 2020 Budget process and the Director of Corporate Services / Treasurer advised that all critical positions have been hired and that the remaining positions have been put on hold pending reopening and recovery planning.

11.1.3 REPORT NO. COR 2020-23

Financial Impact Analysis (COVID-19)

Resolution No. 2020-49**Moved by: Councillor C. Gordijk Seconded by: J. Gerber**

THAT Report COR 2020-23, outlining the Financial Impacts and Actions resulting from the COVID-19 pandemic be received, for information purposes.

CARRIED, UNANIMOUSLY.

The Director of Corporate Services / Treasurer outlined the report.

Councillor J. Gerber asked for an update on the projections and modeling assumptions to resume normal operations and the Director of Corporate Services / Treasurer advised that there is a working group that includes advocacy organizations that meet regularly to monitor and discuss funding opportunities, he noted that the Township is tracking COVID-19 related expenses should funding programs become available.

Councillor B. Fisher asked for clarification on the release of the Discover Your Wilmot grant funding and the Director of Corporate Services / Treasurer advised that the program is currently suspended; however, confirmed that KWCF is continuing to support the program.

11.2 PUBLIC WORKS AND ENGINEERING**11.2.1 REPORT NO. PW 2020-05****Wilmot and Church Street Reconstruction Phase 1 – Award of Contract****Resolution No. 2020-50****Moved by: Councillor J. Pfenning Seconded by: Councillor C. Gordijk**

THAT RFT 2020-01 be awarded to BEECH Infrastructure Group Ltd. for the reconstruction of Wilmot and Church Street Phase 1 in New Hamburg, as per their contract tender bid submitted on February 27, 2020, in the amount of \$1,537,797.10 plus HST.

CARRIED, UNANIMOUSLY.

The Director of Public Works and Engineering outlined the report.

11.2.2 REPORT NO. PW 2020-06

Annual Surface Treatment Program – Award of Contract

Resolution No. 2020-51

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

THAT RFT 2020-06 be awarded to Cornell Construction Limited of Brantford, ON for the Annual Surface Treatment Program, as per their bid submission dated April 22, 2020, in the amount of \$ 479,496.50, plus HST.

CARRIED, UNANIMOUSLY.

The Director of Public Works and Engineering outlined the report.

Councillor A. Hallman thanked staff and advised that residents of New Dundee and Haysville have expressed their support for this work.

11.2.3 REPORT NO. PW 2020-07

Annual Hot Mix Asphalt Program – Award of Contract

Resolution No. 2020-52

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

THAT RFT 2020-07 be awarded to Brantco Construction of Cambridge, Ontario for the Annual Hot Mix Asphalt Program, as per their bid submission dated April 22, 2020, in the amount of \$342,610.65, plus HST.

CARRIED, UNANIMOUSLY.

The Director of Public Works and Engineering outlined the report.

Councillor B. Fisher thanked staff for moving forward with these works and asked for clarification on timing. The Director of Public Works and Engineering advised that the timing targets of June to August are anticipated pending scheduling.

11.2.4 REPORT NO. PW 2020-08

Granular Extraction, Crushing & Stockpiling – Award of Contract

Resolution No. 2020-53**Moved by: Councillor C. Gordijk****Seconded by: Councillor J. Pfenning**

THAT RFT 2020-10 be awarded to Joe Kerr Limited of Wingham, Ontario for the granular extractions, crushing and stockpiling of material at the Township's aggregate pit, as per their bid submission dated April 21, 2020, in the amount of \$52,895.00, plus HST.

CARRIED, UNANIMOUSLY.

The Director of Public Works and Engineering outlined the report.

12. CORRESPONDENCE**12.1 Kitchener-Wilmot Hydro Financial Statements and 2019 Annual Community Report****Resolution No. 2020-54****Moved by: Councillor J. Gerber****Seconded by: Councillor A. Hallman**

THAT the audited financial statements of Kitchener Power Corporation for the year ended December 31, 2019 as audited by KPMG LLP, as presented, are hereby received; and,

THAT Mr. James Phillips, Ms. Rosa Lupo and during their tenure, Mayor Berry Vrbanovic, Mayor Les Armstrong, Ms. Sarah Marsh, Mr. Scott Davey, and President & CEO Mr. Jerry Van Ooteghem be hereby elected Directors of Kitchener Power Corporation for the ensuing year; and,

THAT KPMG, LLP be hereby appointed Auditors of Kitchener Power Corporation for the ensuing fiscal year and the Directors are authorized to set their remuneration.

CARRIED, UNANIMOUSLY.

13. BY-LAWS**13.1 By-law No. 2020-12****2020 Final Tax Levy****Resolution No. 2020-55****Moved by: Councillor B. Fisher****Seconded by: Councillor C. Gordijk**

THAT By-law No. 2020-12 be read a first, second and third time and finally passed in Open Council.

CARRIED, UNANIMOUSLY.

14. NOTICE OF MOTIONS

15. ANNOUNCEMENTS

- 15.1** Councillor A. Hallman advised that the New Dundee Victoria Day Celebrations have been cancelled and thanked the organizers for the work they have done.
- 15.2** Councillor A. Hallman thanked the Fire Department and staff in recognition of Emergency Management Week
- 15.3** Councillor A. Hallman thanked the curators of Castle Kilbride for the work they do in honour of Museum Month.
- 15.4** Councillor J. Pfenning thanked the Directors for the work they have done to ensure the safety of all Township staff and residents during the pandemic.
- 15.5** Councillor B. Fisher thanked online viewers for their patience during the broadcast of the Council meeting as well as frontline workers and staff.
- 15.6** Councillor C. Gordijk thanked the Fire Chief and his colleagues in the emergency services for the appreciation parade at Nithview last week.
- 15.7** Mayor L. Armstrong echoed the thank you to staff and noted that the community has been doing their part during these times.
- 15.8** Councillor J. Pfenning reminded everyone to order their #WilmotStrongerTogether merchandise.

16. BUSINESS ARISING FROM CLOSED SESSION

17. CONFIRMATORY BY-LAW

17.1 By-law No. 2020-13

Resolution No. 2020-56

Moved by: Councillor C. Gordijk

Seconded by: Councillor J. Gerber

THAT By-law No. 2020-13 to Confirm the Proceedings of Council at its Meeting held on May 4, 2019 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED, UNANIMOUSLY.

18. ADJOURNMENT (7:49 PM)

Resolution No. 2020-57

Moved by: Councillor B. Fisher

Seconded by: Councillor J. Pfenning

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

CARRIED, UNANIMOUSLY.