

Council Meeting Minutes**Regular Council Meeting**

April 25, 2022, 7:00 P.M.

Virtual Location

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

Staff Present: Director of Parks, Facilities, and Recreation Services, S. Jackson
Director of Information and Legislative Services/Municipal Clerk, D. Mittelholtz
Manager of Information and Legislative Services/Deputy Clerk, T. Murray
Director of Public Works and Engineering, J. Molenhuis
Fire Chief, R. Leeson
Director of Corporate Services/Treasurer, P. Kelly
Director of Development Services, H. O'Krafka
Director/Curator Castle Kilbride, T. Loch
Chief Administrative Officer, S. Chambers
Manager of Finance, A. Romany
Manager of Engineering, Bryan Bishop

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1. **MOTION TO CONVENE INTO CLOSED MEETING (IF NECESSARY)**
 2. **MOTION TO RECONVENE IN OPEN MEETING (IF NECESSARY)**
 3. **MOMENT OF SILENCE**

Mayor L. Armstrong recognized National Volunteer Week.

This year's theme is "empathy in action." Empathy is a quality that can help people relate to one another and build awareness around different experiences.

This human connection is at the heart of healthier individuals and stronger communities. We recognize and celebrate the many generous volunteers in Wilmot that make our community a wonderful place to live.

To the thousands of volunteers who have put their hearts into strengthening our Township, helping those in need, our community would not be the same without you. This week and every week, we thank you.

4. TERRITORIAL ACKNOWLEDGEMENT

Councillor J. Gerber read the Territorial Acknowledgment.

5. ADDITIONS TO THE AGENDA

Resolution No. 2022- 104

Moved by: Councillor C. Gordijk

Seconded by: Councillor J. Pfenning

THAT a presentation from Kitchener Power Corporation regarding their Annual Report be added to the Agenda under PRESENTATIONS as Item 10.2.

Motion Carried

5.1 Kitchener Power Corporation Annual Report

6. ADOPTION OF THE AGENDA

Moved by: Councillor B. Fisher

Seconded by: Councillor A. Hallman

That the Agenda as presented for Monday April 25, 2022 be adopted.

Motion Carried

7. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT

8. MINUTES OF PREVIOUS MEETINGS

Item Appendix S of the Special Council Meeting is the incorrect presentation, the correct presentation has been provided and will be amended.

Resolution No. 2022- 105

Moved by: Councillor J. Gerber

Seconded by: Councillor J. Pfenning

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

Special Council Meeting Monday April 4, 2022; and,

Regular Council Meeting Monday April 11, 2022.

Motion Carried

9. PUBLIC MEETINGS

10. PRESENTATIONS

10.1 2021 Audited Financial Statements, COR-2022-16

The Director of Corporate Services / Treasurer outlined the report.

Mike Arndt provided a presentation of the final audit, he noted that the audit was done on site this year in a safe environment. Mr. Arndt noted that all the information required to do the audit were provided by staff. He noted that there were minor adjustments and noted that the financial information Council is provided through the year is accurate. He noted that the Township was the first municipality to file their Financial Statements to the Province. He noted there is a snapshot of the changes over the last 6 years, noting the tax receivables have declined and this is the 2nd lowest tax arrears. He noted for the 8th consecutive year the Township is debt free.

Resolution No. 2022- 106

Moved by: Councillor J. Pfenning

Seconded by: Councillor A. Hallman

THAT Report COR 2022-016 regarding the 2021 Audited Financial Statements be received for information purposes.

Motion Carried

10.2 Kitchener Power Corporation Annual Report, COR-2022-24

The Director of Corporate Services / Treasurer outlined the report and introduced James Phillips and Jerry Van Ooteghem to provide their presentation.

Mr. Van Ooteghem and Mr. Phillips provided their presentation, attached in the April 25, 2022 Council Agenda Package under [Item 10.2](#)

In response to a question from Council, Mr. Van Ooteghem outlined a number of projects being worked on, noting that crews have been stationed at the Baden Transformer Station to upgrade pole lines in the Township.

Resolution No. 2022- 107

Moved by: Councillor J. Pfenning

Seconded by: Councillor A. Hallman

THAT Report COR 2022-020 be received for information purposes; and further,

THAT the audited financial statements of Kitchener Power Corporation for the year ended December 31, 2021 as audited by KPMG LLP, as presented, are hereby received; and further,

THAT Mr. James Phillips, Ms. Rosa Lupo and during their tenure, Mayor Berry Vrbanovic, Mayor Les Armstrong, Mr. Bil Ioannidis, Ms. Kelly Galloway-Sealock and President & CEO Mr. Jerry Van Ooteghem be hereby elected Directors of Kitchener Power Corporation for a one year term or until they otherwise cease to be a director of the Corporation; and,

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

Motion Carried

11. CONSENT AGENDA

Resolution No. 2022- 108

Moved by: Councillor B. Fisher

Seconded by: Councillor J. Pfenning

THAT Report Nos. COR 2022-18, COR 2022-17, PWE 2022-13, PWE 2022-14 AND PWE 2022-15 be approved.

11.1 2022 Final Tax Levy By-Law, COR-2022-18

11.2 Project Grand River – Board Representation, COR-2022-17

11.3 Co-operative Contract - Annual Surface Treatment Program, PWE-2022-13

11.4 Co-operative Contract – Pavement Markings, PWE-2022-14

- 11.5 Tye Road #28 C/T-13 Culvert Replacement – Award of Contract, PWE-2022-15

12. REPORTS

12.1 CORPOARTE SERVICES

- 12.1.1 Statement of Operations as of March 31, 2022 (un-audited), COR-2022-17

The Manager of Finance / Deputy Treasurer outlined the report.

Resolution No. 2022- 109

Moved by: Councillor C. Gordijk

Seconded by: Councillor J. Pfenning

THAT Report COR 2022-019 Statement of Operations as of March 31, 2022, as prepared by the Manager of Finance / Deputy Treasurer, be received for information purposes.

Motion Carried

12.2 INFORMATION AND LEGISLATIVE SERVICES

- 12.2.1 Return to In-person Council Meetings, ILS-2022-15

The Director of Information and Legislative Services / Municipal Clerk outlined the report.

Council expressed their concerns with returning in person and the risks involved and the potential of not having residents able to participate.

Council also directed staff to investigate the possibility of rearranging the seating assignment in Council Chambers to allow for distancing.

The Chief Administrative Officer noted that staff will address procedures for hybrid meetings and bring forward a report outlining those procedures.

Resolution No. 2022- 110

Moved by: Councillor J. Pfenning

Seconded by: Councillor B. Fisher

THAT Report No. ILS-2022-15 be endorsed.

Motion Defeated

Moved by: Councillor J. Pfenning

Seconded by: Councillor B. Fisher

THAT the motion be amended.

Motion Carried

Moved by: Councillor J. Pfenning

Seconded by: Councillor B. Fisher

THAT the motion be amended as follows:

THAT Report ILS 2022-15 be received for information;

and further,

THAT staff report back to Council on hybrid meeting procedures when the technology is available.

Motion Carried

12.3 PARKS, FACILITIES AND RECREATION SERVICES

12.3.1 Third Ice Pad Location Follow Up Report, PFRS-2022-14

The Director of Parks, Facilities and Recreation Services outlined the report.

Megan Silcott and Carrie Sciarra provided a presentation, as attached in the April 25, 2022 Council Agenda Package under [Item 12.3.1](#)

The Director of Development Services clarified taht the set back to residential is 300 meters.

Resolution No. 2022- 111

Moved by: Councillor C. Gordijk

Seconded by: Councillor J. Pfenning

THAT Report PFRS 2022-015, Third Ice Pad Location Follow Up Report be received for information purposes.

Motion Carried**12.4 PUBLIC WORKS AND ENGINEERING****12.4.1 Infrastructure Standards and Specifications Manual for Public Works and Engineering, PWE-2022-19**

The Director of Public Works and Engineering outlined the report.

In response to comments from Council, it was noted that administrative errors on pages 309 and 408 will be corrected.

In response to suggestion from Council, the Director of Public Works and Engineering noted that should staff be directed to consult with Let's Tree Wilmot, a broader community consultation should be done, which would result in the document being delayed for Council approval. It was noted this is a living document and consultations could take place following the approval of the report. It was noted that Council is approving the general intent of the document and not the technical aspects of the document.

The Director of Public Works and Engineering noted that with respect to circulation to industry qualified professionals, through the Waterloo Regional Home Builders Association, comments were provided, including informal discussions with Let's Tree Wilmot. With respect to delegated authority, there is a general practice related to these types of manuals to report to back Council through a standard interval timeframe to outline adjustments that have been made to the document through implementation.

The Manager of Engineering advised that the Grand River Conservation Authority was consulted and can be recirculated for additional comment.

Resolution No. 2022- 112

Moved by: Councillor J. Gerber

Seconded by: Councillor C. Gordijk

THAT Report PWE 2022-19 Infrastructure Standards and Specifications (ISS) Manual for Public Works and Engineering be received for information; and further,

THAT the Infrastructure Standards and Specifications manual as detailed in Report PWE 2022-19, dated April 25, 2022 be endorsed; and further,

THAT the following actions with respect to the Infrastructure Standards and Specifications manual be taken:

- i. Staff be directed to utilize the Infrastructure Standards and Specifications manual in the review of municipal consents, development engineering applications and approval and design of capital infrastructure projects.
- ii. Staff are provided authority to update the Infrastructure Standards and Specifications manual regularly to ensure it remains current with standards and Township requirements.

Motion Carried

13. CORRESPONDENCE

Resolution No. 2022- 113

Moved by: Councillor C. Gordijk

Seconded by: Councillor B. Fisher

THAT Correspondence Items 13.1, 13.2, and 13.3 be received for information.

Motion Carried

13.1 Town of Gravenhurst - Motion re Floating Accommodations

13.2 Town of Gravenhurst - Motion re Russian Sanctions

13.3 Town of Gravenhurst - Motion re Year of the Garden

14. BY-LAWS

Resolution No. 2022- 114

Moved by: Councillor C. Gordijk

Seconded by: Councillor B. Fisher

THAT By-law Nos. 2022-19 be read a first, second and third time and finally passed in Open Council.

Motion Carried

14.1 By-Law 2022-19 Final Tax Levy Rates

15. NOTICE OF MOTIONS

16. ANNOUNCEMENTS

16.1 Councillor A. Hallman thanked the community, New Dundee Board of Trade, Sustainability Committee and the Trails Committee for the clean-up

16.2 Councillor A. Hallman advised that Wheels on Peel owners are planning on retiring and asked the community to support them this summer.

16.3 Councillor B. Fisher thanked the Baden Community for the clean up over the weekend, and thanked Tim Hortons for the refreshments.

16.4 Councillor J. Pfenning advised that the Sustainability Committee and the Trails Committee intend on making the community clean up an annual event.

16.5 Mayor L. Armstrong advised that the Province is planning on making announcement at the New Hamburg Arena on Tuesday April 26, 2022.

17. BUSINESS ARISING FROM CLOSED SESSION

18. CONFIRMATORY BY-LAW

Resolution No. 2022- 115

Moved by: Councillor J. Pfenning

Seconded by: Councillor C. Gordijk

THAT By-law No. 2022-20 be read a first, second, and third time and finally passed in Open Council.

Motion Carried

19. ADJOURNMENT

Resolution No. 2022- 116

Moved by: Councillor C. Gordijk

Seconded by: Councillor J. Pfenning

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

Motion Carried