

**Township of Woolwich
Council Minutes**

Tuesday, September 19, 2023

7:00 PM

**Council Chambers – Hybrid with YouTube Livestream
24 Church Street West, Elmira**

Present from Council: Mayor Shantz (Chairperson)
Councillor Burgess
Councillor Bryant
Councillor Cadeau*
Councillor Schwindt

Absent from Council: Councillor Grant

Present from Staff: David Brenneman, Chief Administrative Officer
Jeff Smith, Director of Corporate Services/Clerk
Deanne Friess, Director of Development Services*
Richard Petherick, Director of Financial Services/Treasurer
Jared Puppe, Director of Infrastructure Services*
Ann McArthur, Director of Recreation and Community Services*
Alex Smyth, Deputy Clerk
Tanya Bettridge, Council and Committee Support Specialist
Barry Gerth, Manager of IT Services
Meet Patel, IT HelpDesk/Support Representative

**indicates remote participation*

Land Acknowledgement

Mayor Shantz read a land acknowledgement.

Moment of Silence

Council observed a moment of silence.

Disclosures of Pecuniary Interest

None.

Adoption of Minutes

Moved by Councillor Bryant

Seconded by Councillor Burgess

That the following minutes be adopted as presented:

- Council Minutes – August 8, 2023
- Committee of the Whole Minutes – September 12, 2023

...Carried

Public Meeting

None.

Presentations**F15-2023 Audited Statements – 2022**

Presenter Matthew Betik of KPMG provided Council with a presentation regarding the 2022 Audited Financial Statements for the Township of Woolwich which detailed:

- Audit highlights,
- Materiality,
- Audit Risks and Results,
- Significant Findings and Results,
- Audit Misstatements (no items requiring correction nor left uncorrected),
- Control Deficiencies, and
- New Accounting Policies for 2023, including Asset Requirement Obligations

Council members discussed dividend revenue and staff explained that greater dividends are expected in the future, how the dividends could be used for reserves, within the operating budget or into other reserve funds; and other options for Council to consider. Council expressed appreciation for Mr. Petherick and his staff and KPMG for all their hard work.

Moved by Councillor Bryant

Seconded by Councillor Burgess

That the Council of the Township of Woolwich, considering Report F15-2023 respecting Audited Financial Statements - 2022:

1. Approve the Consolidated Financial Statements of The Corporation of the Township of Woolwich for the year ended December 31, 2022, attached as Attachment 1; and
2. Direct the Treasurer to publish in a newspaper having general circulation in the municipality, within sixty (60) days, a notice that the Audited Financial Statements, Notes to the Financial Statements and the Auditor's Report and the 2022/2023 tax rate information will be made available at no cost to any taxpayer or resident, upon request.

...Carried

Miss Earth Canada 2024 Presentation

Due to unforeseen circumstance, the presentation will be postponed to the October 24, 2023 Council Meeting.

Delegations**Intimate Partner Violence – Joint Delegation**

Delegates Jenna Mayne of the Women's Crisis Services of Waterloo Region, Amy Hachborn of the Waterloo Region Police Services, Lisa Akey of Camino Wellbeing + Mental Health, and Christine Taylor of the Sexual Assault/Domestic Violence Centre of St. Mary's General Hospital provided a presentation regarding intimate partner violence (IPV), which covered:

- The Culleton, Kuzyk & Warmerdam (CKW) Inquest,

- IPV Statistics – Woolwich Township
- Women's Crisis Services Statistics
- Camino wellbeing and Mental Health – IPV statistics and trends
- Sexual Assault/Domestic Violence Treatment Centre – statistics and trends
- Recommendation and reasons to declare IPV an epidemic
- The importance of awareness, since so many victims of IPV do not report it.

Council and delegates discussed the reasons for certain demographics to be considered at greater risk for IPV, and how those issues can form barriers in seeking help.

Council expressed appreciation for the presentation and all the work that the delegates do in and for the community.

Moved by Councillor Schwindt
Seconded by Councillor Bryant

WHEREAS intimate partner violence, often referred to as domestic violence, means any use of physical or sexual force, actual or threatened in an intimate relationship, including emotional and/or psychological abuse or harassing behaviour. Persons of any gender or sex can be victims of intimate partner violence; and

WHEREAS on the morning of September 22, 2015, Carol Culleton, Anastasia Kuzyk and Nathalie Warmerdam were murdered by a former intimate partner; and

WHEREAS on June 28, 2022, the jury in a Coroner's Inquest held on these deaths (hereinafter referred to as the CKW Inquest), delivered 86 recommendations; and

WHEREAS every six days in Canada a woman is killed by her intimate partner; and

WHEREAS in Ontario in 2022, 52 women, or one every week, were victims of femicide; and

WHEREAS in Ontario in 2023, year-to-date, 30 women in 30 weeks were the victim of femicide; and

WHEREAS the prevalence of intimate partner violence in Waterloo Region has continued to increase steadily over the last decade with the Waterloo Regional Police Service:

- Attending more than 66,000 calls for service, or an average of 6,600 per year and over 17 per day
- Laying more than 35,000 charges, or an average of over 3500 per year
- Investigating the homicide, attempt homicide and manslaughter of 24 people by an intimate partner; and

WHEREAS, on any given night in Canada, 6000 women and children sleep in shelters because it is not safe for them at home; and

WHEREAS racialized women and Indigenous women experience disproportionately high rates of intimate partner violence, and

WHEREAS Indigenous women are approximately 3.5 times more likely to experience some form of intimate partner violence than non-Indigenous women, and the homicide rate for Indigenous women and girls is approximately 6 times higher than for non-Indigenous women and girls, and Indigenous women are 12 times more likely to be murdered or missing than any other women in Canada and 16 times more likely than white women; and

WHEREAS violence against women costs the justice system, health care systems, social services agencies and municipalities billions of dollars per year, and municipalities are on the front lines in addressing gender-based violence; and

WHEREAS Lanark County, the City of Ottawa, the Region of Durham, Burlington City Council, the Region of Peel, the City of Toronto and numerous other municipal councils, have passed motions declaring intimate partner violence an epidemic and acknowledging the 86 recommendations made by the CKW jury;

NOW THEREFORE, BE IT RESOLVED:

THAT the Council of the Township of Woolwich:

1. Recognizes the issues of violence against women and girls in Waterloo Region and Woolwich Township as serious to the health and wellness of our residents and their families, and
2. Is committed to engaging with community partners to educate and support our residents about the seriousness and long-term danger of violence in our community; and
3. Declares that intimate partner violence and violence against women is an epidemic, in accordance with Recommendation #1 of the CKW Inquest; and
4. Request the Province of Ontario declare that intimate partner violence and violence against women is an epidemic, in accordance with Recommendation #1 of the CKW Inquest; and
5. Supports Waterloo Regional Council integrating intimate partner violence into the Region's Community Safety and Wellbeing Plan, in accordance with Recommendation #10 of the CKW Inquest, and set out gender-based violence/intimate partner violence as a separate priority within the plan; and
6. Directs staff to circulate this resolution to The Honourable Doug Ford, Premier of Ontario, The Honourable Charmaine A. Williams, Associate Minister of Women's Social and Economic Opportunity, The Honourable Parm Gill, Minister of Red Tape Reduction, Tim Louis, Member of Parliament for Kitchener—Conestoga, Mike Harris, Members of Provincial Parliament for Kitchener—Conestoga, all other municipalities in the Regional Municipality of Waterloo, the Waterloo Region Police Services Board, the Federation of Canadian Municipalities and the Association of Municipalities of Ontario.
7. Direct staff to make a donation of \$1000.00 to Woolwich Community Services to assist with IPV programs and services.

Middlebrook Bridge – Requests for Reconsideration

Delegates Stephanie Lines-Toohill and Mark Walker of the Save Middlebrook Bridge Group provided a history of the bridge and a background of the Save Middlebrook Bridge group, identified key areas of their advocacy for bridge rehabilitation, reviewed projected rehabilitation costs, and requested that Council reconsider its decision to remove without replacement, and work with the Council of the Township of Centre Wellington, who voted to reconsider. Ms. Lines-Toohill stressed the importance of both municipalities needing to be in agreement before alternate funding avenues could be explored and explained the importance of the bridge being a transportation connector in the area.

Council inquired about what other funding options outside of the Township would the group be pursuing. Delegates responded that grants, infrastructure funding, etc. could all be explored, and the group is willing to do that work, but that both municipalities must be in agreement before they can proceed.

Council inquired about the motion made by Centre Wellington. The delegates deferred the question to Centre Wellington Councillor Lisa MacDonald who was in attendance. Councillor MacDonald reported that at the Centre Wellington Council Meeting on July 31st, 2023, Centre Wellington staff were directed to engage with the delegate groups and Woolwich Township and for staff to report back.

Delegate Dr. Anne Crowe of the Grand Watershed Trails Network provided information on the Network, reasons why the Network wishes the bridge to remain operational, and explained why they feel current alternatives are not sufficient.

Moved by Councillor Bryant

Seconded by Councillor Burgess

That the Council of the Township of Woolwich direct staff to continue communicating with Centre Wellington regarding the Middlebrook Bridge and that staff report back in October.

Staff reported to have had one meeting with Centre Wellington staff already and recommended that if Council wants to revisit the bridge decision, it should do so in the context of the Budget process, along with other infrastructure such as the Peel Street Bridge and amongst other budget priorities. Staff confirmed that Centre Wellington staff will be making their recommendations to Centre Wellington Council during their budget process and suggested Woolwich use the same approach.

Council expressed appreciation for both delegate groups for their presentation and the time and effort they have put forth for the community.

...Carried

Unfinished Business

None.

Consent Items

Council requested that Item 6 on the Summary of Recommendations be removed for further discussion.

Moved by Councillor Bryant

Seconded by Councillor Burgess

That the following consent items be approved and received for information:

Items for Approval

Recommendations from Committee of the Whole (September 12, 2023)

That items 1-5, and 7-9 on the Summary of Recommendations of the Committee of the Whole dated Tuesday, September 12, 2023 be adopted.

1. Technical Advisory Group (TAG) Appointment

That the Council of the Township of Woolwich, considering Report C-30-2023 respecting a Technical Advisory Group Appointment appoints Eric Hodgins to the Technical Advisory Group until March 2024.

2. Three Sisters Cultural Centre – 2023 Kissing Bridge Art Tour Funding Request

That the Council of the Township of Woolwich, considering Report C27-2023 respecting Three Sisters Cultural Centre 2023 Kissing Bridge Art Tour Funding Request:

1. Approve the funding request of \$5,000 through the Transient Accommodation Tax Reserve Fund; and
2. Approve the grant-in-kind request to waive the full amount of the fee associated with the rental of the Community Room at the Woolwich Memorial Centre.

3. E-Bike By-law – Cycle WR Request

That the Council of the Township of Woolwich direct staff to investigate CycleWR's request and the alignment between Township by-laws, by-laws in neighbouring municipalities and the Highway Traffic Act.

4. Animal Control, Pound Services and DocuPet Agreements

That the Council of the Township of Woolwich, considering Report C29-2023 respecting Animal Control, Pound Services and DocuPet Agreements:

1. Authorize the Mayor and Clerk to sign the updated agreement for animal control and pound services with the Kitchener-Waterloo Humane Society;
2. Authorize the Mayor and Clerk to sign the agreement for Pet Licensing Services with DocuPet Inc.
3. Amend the Animal Control By-law 31-2018 to permit 365-day licensing as set out in Attachment 3; and
4. Amend "Schedule A" in the Fees and Charges By-law 61-2022 to increase dog tag fees to \$30 for a neutered/spayed dog and \$40 for a non-neutered/spayed dog.

5. Zone Change Application ZC 8/2023 (Home Hardware Stores Limited)

That the Council of the Township of Woolwich, considering Report DS36-2023 respecting Zone Change Application ZC 8/2023 (Home Hardware Stores Limited) 34 Henry Street:

1. Approve the zone change from Agricultural (A) to Industrial (M-1) with site specific provisions and holding provisions as it applies to the subject lands in accordance with the by-law as attached in Attachment 3 to this report; and,
2. That the Holding provisions related to technical reports, Noise Report and Archaeological Assessment, be lifted through delegated authority to the satisfaction of the Director of Development Services.

7. Greenhouse Road Reconstruction Project – Environmental Assessment Recommendation

That the Council of the Township of Woolwich, considering Report IS16-2023 respecting the Environmental Assessment of Greenhouse Road:

1. Endorse the preferred cross section for Greenhouse Road, between Hwy 7 (Victoria Street) and the Metrolinx Rail Corridor;
2. Authorize the Director of Infrastructure Services to issue the notice of study completion for the Greenhouse Road Class Environmental Assessment Project, and file the Environmental Assessment Study Report with the Municipal Clerk for a minimum 30 day public review period.

8. Breslau East Side Lands – Increase Budget Request

That the Council of the Township of Woolwich, considering Report IS17-2023 respecting Breslau East Side Lands – Increase Budget Request:

1. Approve Change Orders #1 through #3, to Contract Request For Proposal 2023-05, for the proposed scope increase to review the additional Breslau lands brought in as a result of the Provincially revised Regional Official Plan Amendment #6 (ROPA6) for the sanitary lift/pumping station Environmental Assessment (EA) project; and,
2. Provide budget approval in the amount of \$350,490.29, after HST rebate, to be funded wholly by Development Charges (DC).

9. Tender Award for Cured-In-Place-Pipe (CIPP) Sewer Lining

That the Council of the Township of Woolwich, considering Report IS20-2023 respecting Tender Award for Cured-In-Place-Pipe (CIPP) Sewer Lining:

1. Award Contract 2023-15 Cured-In-Place-Pipe Sewer Lining Program to Capital Sewer Services Incorporated at a cost of \$1,423,512.50 after H.S.T. rebate; and
2. Retain GM BluePlan Engineering Limited for the contract administration, inspection, and post construction services at a total cost of \$61,330.75 after H.S.T. rebate.

Items for Information and Public Notices

None.

...Carried

Item 6 on the Summary of Recommendations - Budget Parameters - 2024

Council discussed the concerns that residents have shared with them since the September 17th meeting, noting the economic challenges many families/residents are facing, and sought a further explanation from staff on the base and levy breakdown listed in the recommendation. Council confirmed that the direction was also to explore a 4.0% base to the budget deliberations.

Moved by Councillor Bryant

Seconded by Councillor Schwindt

That the Council of the Township of Woolwich considering, Report F16-2023 respecting Budget Parameters - 2024:

1. Supports existing service levels as provided for in the 2023 Budget be reviewed and any recommended service level changes be advanced in the 2024 Budget for discussion with Council.
2. Supports the 2024 Budget be prepared with a 6.0% base change target for the annual operating and capital budget.
3. Continues to support the concept of special levies above and beyond the base rate change, and that Council sets the amount for the increase to the Infrastructure Levy at 1.5% and 1.0% for the Climate Action Levy for the 2024 Budget.
4. Directs staff to propose an alternate 4.0% base change for the 2024 annual operating and capital budget, with detailed explanatory notes on what cuts would be required to achieve the 4.0% rate.

...Carried

Staff Reports and Memos**Quarterly Report - Second Quarter - April 1 - June 30**

Director of Finance and Treasurer Richard Petherick presented the Quarterly Report (April 1 to June 30, 2023) to Council, highlighting the following:

- Current state of the budget compared 2022
- Dividends
- Additional Grading Costs
- CIPP Tender and Sewer System
- Water Operations Budget
- Capital Projects/Budget

Moved by Councillor Bryant

Seconded by Councillor Burgess

That the Council of the Township of Woolwich, considering the Quarterly Report, direct staff to place \$224,000 to the Operating Contingency Reserve.

...Carried

Other Business**Mayor's Report on Regional Matters**

Mayor Shantz acknowledged that September 18 to 24 is Rail Safety Week, noting 232 railway crossing and trespassing incidents occurred in Canada in 2022, resulting in avoidable fatalities and serious injuries.

Mayor Shantz stated that the Region of Waterloo's strategic planning and budget processes have started.

Council Reports/Updates***H.O.P.E. Multi-Cultural Festival***

Councillor Cadeau expressed appreciation for the organizers of the H.O.P.E. Multi-Cultural Festival in presenting a great event. Mayor Shantz added that Woolwich has had a great year first with the Pride event and then the Multi-Cultural Festival.

LANXESS Tour

Council members toured LANXESS to see the work that has been happening toward remediation.

Woolwich History Event

Council members discussed the Township hosting an event celebrating Woolwich's history in conjunction with the Elmira 100th anniversary. Recreation staff will report back to Council with options.

Outstanding Activity List as of Thursday, September 14, 2023

None.

Notice of Motion

None.

By-laws

Moved by Councillor Schwindt

Seconded by Councillor Bryant

That the following by-laws in the hands of the Clerk be read a first, second and third time and finally passed, that they be numbered as By-law numbers 58-2023 to 65-2023, and that they be signed by the Mayor and Clerk and sealed with the corporate seal.

- A By-law to amend the Animal Control By-law No. 31-2018 regarding Annual Dog Licencing
- A By-law to amend By-law 61-2022 being a by-law to establish and require the payment of fees regarding dog tag fees
- A By-law to Further Amend Zoning By-law 55-86, of the Township of Woolwich
- A By-law to provide for the appointment of a Licensing Officer (Tanya Bettridge)
- A By-law to appoint an Acting Clerk pro tempore
- A By-law to Exempt Certain Lots from Part Lot Control By-law Block 70 Plan 58M688 - Thomasfield Homes
- A By-law to Exempt Certain Lots from A By-law to Exempt Certain Lots from Part Lot Control By-law Block 50 Plan 58M693 - Paradigm Homes
- A By-law to Confirm All Actions and Proceedings of the Council (September 19, 2023)

...Carried

Adjournment (8:44 pm)

Moved by Councillor Burgess

Seconded by Councillor Cadeau

That the meeting adjourns to meet again in regular session on Tuesday, October 24, 2023.

...Carried

Sandy Shantz, Mayor

Jeff Smith, Clerk