

**Township of Woolwich
Council Minutes**

Tuesday, October 24, 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*
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
Thomas van der Hoff, Deputy Director of Recreation and
Community Services*
Alex Smyth, Deputy Clerk
Dennis Aldous, Fire Chief
Jeremy Vink, Manager of Planning
Sherwin Meloney, Planner
Tanya Bettridge, Council and Committee Support Specialist
Meet Patel, IT HelpDesk/Support Representative

**indicates remote participation*

Public Resolution to Reconvene in Open Session (7:00 P.M.)

Motion by Councillor Grant
Seconded by Councillor Bryant
That Council reconvenes in open session.

...Carried

Land Acknowledgement

Mayor Shantz read a land acknowledgement.

Moment of Silence

Mayor Shantz acknowledged the current and historical conflicts in the world, paying tribute to the civilians and armed forces members that have lost their lives as a result. Mayor Shantz reminded everyone of the poppy campaign and the importance of honouring our veterans. Council observed a moment of silence.

Disclosures of Pecuniary Interest

Mayor Shantz declared a pecuniary interest on Item 10.1, George Street, High Street and Charles Street Reconstruction Project - Design Approval Report (Item 3. Of the Summary of

Recommendations to Council from October 17, 2023 Committee of the Whole Meeting) as her son lives on High Street.

Items From Closed Session

St. Jacobs Business Improvement Area (BIA) Board Appointment

Motion by Councillor Schwindt

Seconded by Councillor Burgess

That the Council of the Township of Woolwich, considering Report C31-2023 respecting an Appointment to the St. Jacobs Business Improvement Area (BIA) Board, appoints Charise Bauman to the board until the expiration of the term of the Council that appointed them, or until successors are appointed, as long as they continue to be a qualified member of the board.

...Carried

Adoption of Minutes

Moved by Councillor Grant

Seconded by Councillor Bryant

That the following minutes be adopted as presented:

- Council Minutes – September 19, 2023
- Special Council – Planning Minutes – October 3, 2023
- Committee of the Whole Minutes – October 17, 2023
- Special Council Minutes – October 17, 2023

...Carried

Public Meeting

DS42-2023: Information Report - Zone Change Application ZC 10/2023 (Michelle Shannon)

Mayor Shantz declared the public meeting to be open.

Consultant Bob Black of RBA Planning Consultants, representing the applicant, presented a document of support for the Zone Change Application and some additional background on the reasons for the application.

The Clerk noted there were no unregistered participants in the meeting.

There were no members of the public present to speak to the application.

As there were no further speakers, Mayor Shantz declared the public meeting to be closed.

Presentations

Dan Snyder's Community Legacy and Community Centre Enhancements

Presenters Graham Snyder, Paul Lucier and Rob Waters provided an update on the community centre enhancements, highlighting:

- A committee has been formed with the objective to further enhance the Woolwich Memorial Centre (WMC).

- Opportunities the committee is investigating to showcase the athletes in the community through temporary and permanent displays within the building.
- Working with Woolwich Recreation Department to coordinate efforts and fundraising.

Council and staff recognized that it has been 20 years since Dan Snyder's passing and acknowledged the passion the community has had for raising money to build the centre.

Lifeguard Team Recognition

Mayor Shantz made a special presentation to the Lifeguard Team from the Woolwich Memorial Centre, describing the incident that led to the team saving the life of a swimmer at the Centre. On behalf of Council, Mayor Shantz presented Certificates of Appreciation as a small token of the Township of Woolwich's gratitude for their efforts.

Miss Earth Canada 2024 Presentation

Mayor Shantz made a special presentation to Aleena Singh, Miss Canada Earth 2024 to acknowledge her 2024 title and the work she has been doing for the environment and community.

Miss Singh spoke about her journey in achieving the Miss Canada Earth 2024 title and her current environmental efforts, such as planting trees, environmental education advocacy, and invited the community to follow her journey to the Miss Earth competition.

Reep Green Solutions

Mary Jane Patterson and Patrick Gilbride of Reep Green Solutions presented their Impact Report, highlighting program updates, challenges, personal stories, services, events, and successes that form Reep's impact across the Region of Waterloo. Council was informed that Reep has achieved one-third of their target goal of "10,000 meaningful actions by 2030".

Waterloo Regional Police Service Community Update: Township of Woolwich

Presenters Chief Mark Crowell, Superintendent Sloden Lackovic, Staff Sergeant Griffiths, Staff Sergeant MacSween, and David Mullock of Waterloo Regional Police Service (WRPS) gave a presentation which highlighted:

- WRPS Mission, Vision and Values,
- 2022 Waterloo Region and Woolwich Township calls for service,
- Traffic enforcement statistics – Summer, 2023,
- Rural township policing strategy, and
- Response to societal needs and changes

Council discussed response times, the transition from having a detachment in the community to the touch-down system WRPS currently uses, and the technology that presents new challenges for enforcement.

Delegations

Mayor Shantz passed the role of Meeting Chairperson to Councillor Bryant and then left the meeting.

George Street, High Street and Charles Street Reconstruction Project - Design Approval Report (Item 3. Of the Summary of Recommendations to Council from October 17, 2023 Committee of the Whole Meeting)

Staff received clarification on the recommendation from the Committee of the Whole, specifically regarding the road width, sidewalk inclusion and tree removal on George Street between Church Street and Bolender Park.

Delegate Robson Jewitt wanted clarity on the proposed sidewalk installation. Staff confirmed where the sidewalks are proposed to be located and where they were removed from the proposed design.

Delegate Colleen Willard-Holt thanked Council for listening to the residents and expressed concerns about accessibility given the slope steepness of the streets.

Moved by Councillor Burgess

Seconded by Councillor Schwindt

That the Council of the Township of Woolwich, considering Report IS22-2023 respecting George Street, High Street and Charles Street Reconstruction Project - Design Approval Report, direct staff to modify the design to:

1. Remove sidewalks except on George St. between Church St. and the entrance to Bolender park; and
2. Maintain the existing road width.

...Carried

Mayor Shantz returned to the meeting and resumed the role of Meeting Chairperson.

Unfinished Business

None.

Consent Items

Moved by Councillor Bryant

Seconded by Councillor Grant

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

Items for Approval

Recommendations from Committee of the Whole (October 17, 2023)

That Items 1 and 2 of the Summary of Recommendations of the Committee of the Whole dated Tuesday, October 17, 2023 be adopted.

1. Breslau Drain 1 – Consideration of Engineer’s Report

That the Council of the Township of Woolwich, considering Report IS19-2023 respecting the Breslau Drain 1 – Consideration of Engineer’s Report, pass the provisional by-law to adopt the Engineer’s Report for improvements to the drain.

2. Waterloo Economic Development Corporation (WREDC) Memorandum of Understanding Renewal

That the Council of the Township of Woolwich, considering Report A08-2023 respecting Waterloo Economic Development Corporation (WREDC) Memorandum of Understanding Renewal:

1. Approve in principle the renewal of the Waterloo Region Economic Development Corporation Partnership Agreement subject to 2024 Budget approval as set out in report A08-2023 dated October 17th; and
2. Include \$50,000 in funding for the WREDC in the draft 2024 budget, funded from the property tax levy.

Items for Information and Public Notices

- Correspondence from Barbara Schumacher

...Carried

Staff Reports and Memos

A10-2023: Heavy Rescue Fire Apparatus Vehicle Purchase for Conestogo

Council discussed the increasing cost of fire trucks, the costs and benefits of delaying the purchase further and directed staff to bring forward a 10-year capital forecast for vehicles to the 2024 Budget process.

Moved by Councillor Grant

Seconded by Councillor Cadeau

That the Council of the Township of Woolwich, considering Report A10-2023 respecting the purchase of a new Heavy Rescue Fire Apparatus for the Conestogo Station give pre-budget approval of \$1,169,862.46, net of HST rebate, for the purchase of a new KME Heavy Rescue Fire Apparatus from Metz Fire and Rescue to be delivered and paid for in 2026.

...Carried

DS41-2023: Zone Change Application 9/2023 – 76 Howard Ave. (Elmira Photo Lab)

Moved by Councillor Cadeau

Seconded by Councillor Grant

That the Council of the Township of Woolwich, considering Report DS41-2023 respecting Zone Change Application 9/2023 – 76 Howard Ave. (Elmira Photo Lab) amend the General Industrial – Urban (M-2) with site-specific provisions (Section 26.1 267) to permit the addition of a commercial recreation use in accordance with the by-law in Attachment 3 to this report.

...Carried

Former Riverside School – Verbal Update

Chief Administrative Officer (CAO) David Brenneman provided an update on communication with the Waterloo Region District School Board regarding the former Riverside School property. Council discussed the state of the property, concerns of its decline the past several years, and potential ways the property could be used. Council directed staff to continue advocating for progress with the School Board.

Other Business

'Til Death Do Us Part Motion

Motion by Councillor Cadeau
Seconded By Councillor Grant

WHEREAS Private Members' Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do us part Act), 2022, received First and Second Reading by the Legislative Assembly of Ontario, and was referred to the Standing Committee on Social Policy on November 15, 2022; and, WHEREAS the Bill amends the Residents' Bill of Rights set out in section 3 of the Fixing Long-Term Care Act, 2021 by adding the right of residents not to be separated from their spouse upon admission but to have accommodation made available for both spouses so that they may continue to live together;

BE IT THEREFORE RESOLVED THAT the Council of the Township of Woolwich:

1. Supports Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do us part Act), 2022; AND
2. Encourages the Government of Ontario and all members of the Legislative Assembly of Ontario to support Bill 21 to keep spouses together when entering Long-Term Care Facilities; AND
3. Directs staff to circulate this resolution to the Honourable Doug Ford, Premier of Ontario, The Honourable Stan Cho, Minister of Long-Term Care, Mike Harris, Member of Provincial Parliament for Kitchener—Conestoga, Catherine Fife, Member of Provincial Parliament for Waterloo, and all other municipalities in the Regional Municipality of Waterloo.

...Carried

Mayor's Report on Regional Matters

West Montrose Bridge Repairs

Mayor Shantz provided an update that the Region met with the West Montrose Bridge Keepers, and together they are working on the composition of the repairs, focusing on how to get repair work done while still maintaining it as a heritage bridge and keep it operational while repairs are completed.

Regional Municipality of Waterloo Official Plan Amendment 6 (ROPA 6)

The Mayor and CAO provided an update on recent changes, noting there will be a review on issues such as lands added beyond what was originally requested, and that staff are collaborating to make a submission keeping in mind Woolwich's vision for managed, phased growth.

Council Reports/Updates

Green Projects

Councillor Schwindt requested that Council discuss green projects the Township should undertake prior to the 2024 budget deliberation process and suggested that in lieu of adding a Climate Action and Sustainability Coordinator position, each staff department could propose a few green projects to prioritize during 2024. CAO David Brenneman discussed the lack of resources and expertise in the current staffing complement required for such projects beyond what is already provided in the budget process, and the challenges of meeting the TransformWR

50 by 30 and 80 by 50 targets that the past Council adopted. Council discussed support for outside resources and concerns regarding potentially missed funding opportunities.

Council directed staff to:

- Provide Council with the TransformWR targets and list of climate action and sustainability goals that were committed to by previous Council.
- Arrange for a training session on the action items and various projects that have been undertaken.

Outstanding Activity List as of Thursday, October 19, 2023

None.

Notice of Motion

None.

By-laws

For First and Second Readings

Moved by Councillor Grant

Seconded by Councillor Bryant

That the following by-law in the hands of the Clerk be read a first and second time.

- A Provisional By-law to Adopt an Engineer's Report for Breslau Drain 1

...Carried

For First, Second and Third Readings

Moved by Councillor Grant

Seconded by Councillor Cadeau

That the following by-laws in the hands of the Clerk be read a first, second, third time and finally passed, that they be numbered as By-law numbers 68-2023 to 69-2023, and that they be signed by the Mayor and Clerk and sealed with the corporate seal.

- A By-law to Further Amend Zoning By-law 55-86, of the Township of Woolwich (76 Howard Ave)
- A By-law to Confirm All Actions and Proceedings of the Council (October 24 2023)

...Carried

Adjournment (9:29pm)

Moved by Councillor Bryant

Seconded by Councillor Cadeau

That the meeting adjourns to meet again in regular session on Tuesday, November 21, 2023.

...Carried

Sandy Shantz, Mayor

Jeff Smith, Clerk

DRAFT