

**TOWNSHIP OF WOOLWICH
COMMITTEE OF THE WHOLE MINUTES**

TUESDAY, AUGUST 13, 2024

7:00 PM

**COUNCIL CHAMBERS – HYBRID WITH YOUTUBE LIVESTREAM
24 CHURCH STREET WEST, ELMIRA**

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

Absent from Council: Councillor Schwindt

Present from Staff: David Brenneman, Chief Administrative Officer
Jeff Smith, Director of Corporate Services/Clerk
Deanne Friess, Director of Development Services*
Jared Puppe, Director of Infrastructure Services*
Ann McArthur, Director of Recreation and Facility Services
Colm Lynn, Director of Finance/Treasurer
Thomas van der Hoff, Deputy Director of Recreation and Community Services
Lori Fox, Manager of Development Engineering
Tanya Bettridge, Council and Committee Support Specialist
Meet Patel, IT HelpDesk/Support Representative
**indicates remote participation*

Public Resolution to Move into Closed Session (6:30 P.M.)

Moved by Councillor Grant
Seconded by Councillor Bryant

That the Council of the Township of Woolwich convenes in closed session on Tuesday, August 13, 2024 at 5:30 p.m. in accordance with sections 239 (2) and (3.1) of the Municipal Act, 2001, for the purposes of considering the following:

- a. Personal matters about an identifiable individual, including municipal or local board employees (Staffing Matter);
- b. Proposed or pending acquisitions or dispositions of land by the municipality or local board (Property Matters);
- c. Personal matters about an identifiable individual, including municipal or local board employees (Staffing Matter);
- d. Educating or training the members (Site Alteration Training); and
- e. Personal matters about an identifiable individual, including municipal or local board employees (Homelessness Update).

...Carried

Public Resolution to Reconvene in Open Session (7:05 P.M.)

Moved by Councillor Cadeau

Seconded by Councillor Burgess

That Council reconvenes in open session.

...Carried

Land Acknowledgement

Chair Bryant read a land acknowledgement.

Disclosures of Pecuniary Interest

None.

Items to Come Forward from Closed Session

None.

Public Meetings

None.

Presentations

None.

Delegations**DS28-2024: Site Alteration By-law 86-2020 - Update**

Following the presentation of the staff report, Delegate Kelly Schwindt gave Council a presentation identifying her concerns regarding the proposed Site Alteration By-law, such as not promoting land rehabilitation, lack of simplicity, efficiency, and cost effectiveness, that the fee seems more like a tax, environmental effects, and perception of potential profits. Ms. Schwindt identified potential solutions, such as treating local fill differently from imported fill, identifying pre-approved sites, and records management processes.

Council discussed the potential for exemptions for agricultural properties, examples of projects and associated fees for typical farm practices, public feedback, the rates of the fees versus costs to the Township, and how the Township will approach enforcement with staff from Corporate Services and Development Engineering working together.

Moved by Councillor Cadeau

Seconded by Councillor Grant

That the Council of the Township of Woolwich, considering Report DS 28-2024 respecting Site Alteration By-law 86-2020 - Update:

1. Adopt the updated Site Alteration By-law as attached to this report;
2. Adopt changes to the Fees and Charges By-law attached to this report; and
3. Direct staff to create a Site Alteration Reserve Fund.

Carried.

Consent Items

Moved by Mayor Shantz

Seconded by Councillor Burgess

That the following consent items be received for information:

Items for Information and Public Notices:

- RS05-2024: Region of Waterloo/Area Municipalities – Library Maintenance Agreement
That the Council of the Township of Woolwich, considering Report RS05-2024 respecting the Region of Waterloo/Area Municipalities – Library Maintenance Agreement, receive this report for information purposes.
- Notice of Public Meeting – August 12, 2024

...Carried

Items Pulled From the Information Package

None.

Staff Reports and Memos**DS26-2024: Planning Improvements**

Council provided feedback that the pre-consultation process for planning applications is very helpful and commended staff for their efforts to make the planning process easier for applicants.

Moved by Councillor Burgess

Seconded by Councillor Grant

That the Council of the Township of Woolwich, considering Report DS26-2024 respecting Planning Improvements receive this report for information.

...Carried

Other Business**Council Reports/Updates**

None.

Outstanding Activity List as of Thursday, August 8, 2024

None.

Notice of Motion

None.

Public Resolution to Move into Closed Session (7:35 P.M.)

Moved by Councillor Cadeau

Seconded by Mayor Shantz

That the Council of the Township of Woolwich reconvenes in closed session on Tuesday, August 13, 2024 in accordance with sections 239 (2) of the Municipal Act, 2001, for the purposes of considering the following:

- a. Personal matters about an identifiable individual, including municipal or local board employees (Homelessness Update).

...Carried

Adjournment

Adjournment to follow the conclusion of Closed Session.

Sandy Shantz, Mayor

Jeff Smith, Clerk

DRAFT