

**TOWNSHIP OF WOOLWICH
COMMITTEE OF THE WHOLE MINUTES
August 30, 2011**

The Committee of the Whole met in Regular Session at 6:00 p.m. in Council Chambers on the above date. Present: Mayor Cowan and Councillors Bauman, Bryant, Herteis and Poffenroth.

DISCLOSURES OF PECUNIARY INTEREST

None.

RESOLUTIONS COMING FORWARD FROM CLOSED SESSION

None.

DELEGATIONS

Bonnie Lateroute

Re: Property Standards Concerns

Mrs. Lateroute spoke to Council on her concerns regarding enforcement staff. She was directed to contact the CAO or Clerk regarding her concerns.

C27-2011: Townsend Drive Property Purchase

Christine Broughton, Director of Council and Information Services / Clerk introduced the report and outlined drainage concerns with the properties. Dan Kennaley, Director of Engineering and Planning Services addressed Council and emphasized staff's concerns with the protection of the drainage structure, and recommendation to investigate the implementation of a fee through the Fees and Charges By-law for these types of requests.

Karen Keobel-Medicott, 312 Townsend Drive

Ms. Keobel-Medicott addressed Council and provided background information on the request, and advised that due to the requirement of a 2m buffer zone and based on the encroachment policy adopted by Council, they wish to withdraw their request for both land purchase and an encroachment agreement. In response to an inquiry by Councillor Bauman, Ms. Keobel-Medicott confirmed that they have no intention of doing anything with the subject land beyond mowing the grass and maintaining the previously planted trees.

Oliviu Parlea, 308 Townsend Drive

Mr. Parlea addressed Council and provided background information on the request and outlined reasons why he wishes to purchase the subject property.

Loukas Aresti, 304 Townsend Drive

Mr. Aresti addressed Council and outlined reasons why he wishes to purchase the subject property.

In response inquiries by Council, Ms. Broughton advised that by entering into an encroachment agreement the Township is able to add clauses for buffers and restrictions on uses for the land can be included, these agreements also benefit the property owners as they have an agreement registered on title that they can legally be using the land. Ms. Broughton also advised that when the agreements are registered this relieves the Township from liability on the land.

MOVED BY Councillor Bryant

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich authorizes the Mayor and Clerk to sign encroachment agreements with the property owners of 304, 308 and 312 Townsend Drive in Breslau;

AND FURTHER THAT all applicable costs including legal and surveying costs incurred be the responsibility of the property owners.

...DEFEATED

Councillor Poffenroth moved the same motion with a new clause to add staff's costs. There was no seconder and the motion failed.

Council did not support the idea of implementing a fee for encroachment requests in the Fees & Charges By-law.

A08-2011: Grand River Transit Route 21: Recommendation

Laurel Davies-Snyder, Economic Development and Tourism Officer introduced the report and presented slides of information on staff recommendations. Graham Vincent, Calvin Barrett and Erica Springate of the Region of Waterloo were also in attendance.

In response to an inquiry by Councillor Poffenroth, Mayor Cowan and Mr. Vincent advised that the cost of fare to the rider is two dollars and fifty cents (\$2.50), however the operating costs per rider is approximately ten dollars (\$10.00). Mr. Vincent advised that when a new route is implemented, lower revenue and recovery costs are typical. Ms. Springate confirmed that if the route becomes permanent, improvements and infrastructure will be looks at, including bus stop shelters.

Councillor Bryant noted that she has heard from constituents in Ward 3 that they don't wish to pay for the bus service if they won't be benefitting from the services. Richard Petherick, Director of Finance / Treasurer clarified that the 2.5% increase referred to is on the Regional portion of the tax rate.

David Thomson

Mr. Thomson addressed Council in support of the Grand River Transit Route 21 bus service.

Jason Hammond, Grand River Car Share

Mr. Hammond addressed Council on behalf of members and staff of Grand River Car Share in support of the continuation of Route 21, Mr. Hammond emphasized full support for the staff recommendations.

MOVED BY Mayor Cowan

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich hears unregistered delegations regarding Route 21.

...CARRIED

James Gingrich addressed Council in support of the continuation of Route 21 and inquired whether the ridership numbers are high enough to support the service.

Bert Martin addressed Council in support of the continuation of Route 21 and advised that he uses the service to get to work in St. Jacobs and has seen the bus at capacity, therefore believes that the potential is there.

Caroline Cook addressed Council in support of the continuation of Route 21 and advised that she doesn't believe the character of Woolwich is threatened by the service. She noted that rural residents including horse and buggy users value the service. Ms. Cook advised that she takes the bus to work in Waterloo.

A member of the audience stood up, showed his bus pass and said he wants Route 21 to continue.

MOVED BY Councillor Poffenroth

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich supports the following recommendations:

1. Grand River Transit (GRT) Bus Route 21 be established as a permanent GRT Bus Route in Woolwich Township;
2. GRT Bus Route 21 be funded on a municipal-wide basis;
3. GRT staff be requested to consult with the Township and the Woolwich community in 2011 and early 2012 concerning possible route improvements to ensure that GRT Bus Route 21 is meeting the needs of the community; and, in 2012, report back and discuss next steps with Township staff;
4. The Township of Woolwich continue to be involved and consulted in the development of the Regional Transit Strategy for the Townships;
5. New GRT Bus Routes in Woolwich be developed in consultation with the Township, and include provisions for multi-modal transportation including: horse & buggy, bicycles, and pedestrians (infrastructure, timing, etc.);

AND THAT Council directs Staff to forward the recommendations of Report A08-2011 to the Regional Municipal Council before September 9, 2011.

Discussion on the motion

Councillor Poffenroth advised that although he supports the service he can't support the service at the cost to the Township and would like to amend motion to increase cost to the rider to 50% plus HST if applicable. Councillor Herteis was not willing to second that motion.

...TIE VOTE, THE CHAIR BROKE THE TIE, MOTION CARRIED

STAFF REPORTS**A09-2011: Remote Activation of Siren**

MOVED BY Councillor Bryant

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich approves the unbudgeted expenditure of \$3624.78 net HST rebate for the work of installing a radio and paging system to remotely activate the Elmira Town siren;

AND FURTHER THAT the work be funded from the Infrastructure Reserve Fund.

...CARRIED

C39-2011: Noise By-law Exemption Request – Serbian Festival of Kitchener-Waterloo

MOVED BY Councillor Herteis

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich approves a request for an exemption to Noise By-law #19-2002 (Section 3) by the Serbian Festival Committee of Kitchener-Waterloo for Sunday, September 4, 2011 12:00 Noon to 2:00 am each day subject to the following conditions:

1. That prior to the event the organizers meet all conditions imposed by the Alcohol and Gaming Commission and the Township's Engineering, Building and Fire Departments;
2. That all outdoor speakers face downwards and away from area homes;
3. That the amplified noise is reduced at 11 pm to allow a spoken conversation at the front of the property by the road, and all amplified noise is terminated at 2:00 am

...CARRIED

E55-2011: Evaluation of I&I Sump Pump Program for Elmira

Dan Kennaley, Director of Engineering and Planning Services introduced Barbara Robinson of Stantec Consulting Ltd. who was hired to undertake I&I investigation on behalf of the Township. Ms. Robinson made a presentation outlining background information and high level detailed information on I&I studies in Elmira and why they are recommending that the Township does not proceed with an I&I related sump pump program in Elmira.

Councillor Bauman suggested offering an incentive to encourage residents to engage in a sump pump program on their own, Councillor Poffenroth agreed that a voluntary program should be pursued.

MOVED BY Councillor Herteis

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich directs staff not to proceed with an inflow and infiltration related sump pump program within the study area described by this report E55-2011.

...CARRIED

E67-2011: Tender Award of a 2011 Three Cubic Yard Rubber Tired Loader

Mayor Cowan asked that an option of leasing equipment be investigated for future large purchases.

MOVED BY Councillor Poffenroth

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich awards the tender submitted by Strongco Corporation for the purchase of one 2011 Case 621E Three Cubic Yard Rubber Tired Loader. The total net cost of this purchase after H.S.T. rebate would be \$111,930.91

AND FURTHER THAT Council accepts the quotations for additional options, which would include a Hydraulic Quick Coupler, a 12 foot reversible snow plow, heated exterior mirrors, full rear fenders and extended warranty. The additional cost for these options after H.S.T. rebate would be \$22,052.41

...CARRIED

E68-2011: Tender Award of a 2011 Diesel Single Axle Snow Plow/Sander

MOVED BY Mayor Cowan

SECONDED BY Councillor Poffenroth

THAT the Council of the Township of Woolwich awards the tender for a new single axle snow plow/sander complete to Larochelle Equipment Incorporated based on Larochelle's bid of \$192,429.18 after H.S.T. rebate.

...CARRIED

E70-2011: 2011 Hot Mix Resurfacing Tender Award

Councillor Bauman noted that Queensway Drive in St. Jacobs is still in need of repair work.

MOVED BY Councillor Poffenroth

SECONDED BY Mayor Cowan

THAT the Council of the Township of Woolwich awards tender 2011-18 for the 2011 Hot Mix Resurfacing Program to The Murray Group Limited at a total cost of \$504,855.40 after H.S.T. rebate;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the contract documents.

...CARRIED

F14-2011: 2012 Budget Development

In response to inquiries by Council, Richard Petherick, Director of Finance / Treasurer and CAO David Brenneman advised that staff are looking at the sustainability of finding 5% budget efficiencies from year to year.

Mayor Cowan clarified that he supports pre-budget consultation meetings with the Public, similar to strategic planning sessions.

A tentative date of November 18, 2011 was set for the Township Roads tour.

In response to staff's inquiries on the annual special infrastructure levy, Council directed staff to investigate the concept.

MOVED BY Mayor Cowan

SECONDED BY Councillor Poffenroth

THAT the Council of the Township of Woolwich approves the following preliminary guidelines as set out in report F14-2011 to assist in the preparation of the 2012 budget:

- That at a minimum, existing service levels as provided for in the 2011 budget, be maintained in 2012, and further, that Council provide direction to staff with respect to the review of any municipal service level that Council would potentially like to see increased or decreased;
- That up to 1% of assessment growth be applied to fund the necessary repayment of long-term borrowings for the Township's hard infrastructure needs with the remaining assessment growth being applied to other operation and capital budgets to fund non-discretionary and growth-related costs;
- That the 2012 budget be prepared with a 2.5% base change target for the annual operating and capital budget;
- That Council approve an annual special infrastructure levy for the budget period of 2012 to 2016 (subject to annual review) for the Township's infrastructure;
- That Council provide direction to staff to report back through the 2012 budget, with regard to strategies to contend with the other budget pressures identified in report F14-2011;
- That Council endorse the budget timetable attached as Appendix A; and
- That Council endorse the public notice provisions for 2012, as outlined in report F14-2011.
- That Council supports incorporating a pre-budget public consultation.

...CARRIED

Memo: 2009 Development Charges Study Amendment

MOVED BY Councillor Herteis

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich engage Watson & Associates Ltd. To complete the 2009 Development Charges Background Study as per their proposal dated July 25, 2011 for a total upset cost of \$12,500 plus HST;

AND FURTHER THAT Council exempts this engagement from the Township's purchasing By-law 95-04

...CARRIED

Year to Date Report

Richard Petherick, Director of Finance / Treasurer noted that expenditures are tracking close to budget, and highlights some possible areas of concern including winter control and wastewater budget, which can be attributed to the weather experienced this year. In response to an inquiry by Mayor Cowan, Mr. Petherick advised that the Recreation and Facilities Department budget is tracking very well and financial statements will be provided at the next Council meeting.

CORRESPONDENCE

None.

OTHER BUSINESS

None.

OUTSTANDING ACTIVITY LIST, as of August 26, 2011

None.

GREEN AND PINK ITEMS, as of August 26, 2011

None.

PUBLIC NOTICE

None.

NOTICE REGARDING CLOSED MEETINGS

None.

ADJOURNMENT

MOVED BY Councillor Poffenroth
SECONDED BY Mayor Cowan
THAT the meeting be adjourned.

...CARRIED

Submitted by,
Mark Bauman
Chair