

**TOWNSHIP OF WOOLWICH  
COMMITTEE OF THE WHOLE MINUTES  
December 13, 2011**

The Committee of the Whole met in Closed Session at 5:30 p.m. in the Councillor's Office and 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.

**CLOSED SESSION – 5:30 P.M.**

MOVED BY Councillor Bauman

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich convenes in closed session in accordance with Section 239 (2) (b) and (e) of the *Municipal Act, R.S.O. 2001*, as amended for the purpose of personal matters about an identifiable individual, including municipal or local board employees and for the purpose of litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

...CARRIED

MOVED BY Councillor Poffenroth

SECONDED BY Councillor Herteis

THAT Council reconvenes in open session.

...CARRIED

**DISCLOSURES OF PECUNIARY INTEREST**

None.

**RESOLUTIONS COMING FORWARD FROM CLOSED SESSION**

MOVED BY Mayor Cowan

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich makes the following appointments to the Grand River Accessibility Advisory Committee for a 3-year term ending December 31, 2014:

Anthony Cashin of Kitchener

Dawn Griffin of Kitchener

Mike Shipley of Elmira

Dorothy Staal of Waterloo

Andrew Tutty of Waterloo

...CARRIED

**DELEGATIONS**

**E95-2011: Consultant Selection for Breslau Secondary Plan**

In response to inquiries from Council, Mr. Kennaley provided clarification on settlement boundaries for the Breslau area.

Tom Krizsan, owner of Thomasfield Homes Limited, addressed Council and provided background information on work performed by Thomasfield Homes Limited regarding the Breslau Secondary Plan. Mr. Krizsan urged Council to ask staff work with the consultant to expedite the plan to ensure that timelines are met for the GO Transit station.

MOVED BY Mayor Cowan

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich approves the hiring of The Planning Partnership consulting firm (and its associated consulting team) to prepare a Breslau Secondary Plan at a maximum cost of \$235,293.54 (after HST rebate), which will be funded by the 2011, 2012 and 2013 Planning Section budgets.

AND FURTHER THAT the Council of the Township of Woolwich transfers the un-used tax levy component in the 2011 Planning Section budget allocated for the Breslau Secondary Plan, in the amount of \$9,000, to the 2012 Planning Section budget, which will be over and above the proposed budget amount in 2012 for the Breslau Secondary Plan.

AND FURTHER THAT the Council of the Township of Woolwich approves the hiring of The Planning Partnership consulting firm (and its associated consulting team) on a sole source basis to complete peer reviews of the technical studies received from any Breslau developers in support of their respective development proposals during the Breslau Secondary Plan project in accordance with the Township's Purchasing By-law, which will be funded by the said developers on a per application basis (or informal submission), as per the Township's Fees and Charges By-law.

...CARRIED

#### Public Meeting: Development Charges Update Study

*Andrew Grunda, Watson & Associates*

Mr. Grunda addressed Council and made a presentation on the update of the Township's Development Charges. He advised that the public meeting is a mandatory requirement under the *Development Charges Act*. Mr. Grunda outlined information about the *Development Charges Act* and specifically the amendments proposed for the Township of Woolwich. In response to inquiries from Councillor Poffenroth, Mr. Grunda provided further information regarding the process of determining both non-residential and residential development charges.

In response to inquiries from Council, Richard Petherick, Director of Finance/Treasurer confirmed that the Township hires a consultant for each development charges review and that this is consistent through most municipalities. Mr. Petherick advised that these reviews are typically completed every five years. Although the last review was completed in 2009, staff recognized that development charges should be reviewed now because of projected expenses in the near future. Development charges are collected at the time that a building permit is issued. The By-law and report will be coming forward to Council in 2012.

Council thanked Mr. Grunda for his presentation. No one from the audience was present to speak on the matter.

E94-2011: Jigs Hollow Visual Impact

Dan Kennaley, Director of Engineering and Planning Services advised that this report is a result of staff requesting the applicant to complete a peer review and the review is attached to the staff report. Councillor Bauman noted for the benefit of the audience that the issue is currently before the Ontario Municipal Board and Council can only ask questions of clarification on the matter. He added that Council will fetter its discretion if any member shares an opinion.

*Isabella Price*

Ms. Price, resident of Sunset Drive in Winterbourne addressed Council and made a presentation outlining her concerns with the visual impact of the proposed Jigs Hollow gravel pit. Ms. Price advised that she doesn't believe that berms are an appropriate solution for the visual impact and asked for Council's support in maintaining the views of the area.

*Karin Bleckert*

Ms. Bleckert addressed Council as an opponent of the proposed Jigs Hollow Gravel Pit and asked for Council's support and help for the residents who are concerned about losing the views of the area. Ms. Bleckert advised that she doesn't believe Township staff has visited her home to determine whether the proposed pit would have a negative impact. In response to an inquiry by Mayor Cowan, Mr. Kennaley advised that Township staff visited most residences on Sunset Drive and are confident that enough homes were visited.

*Laurie Breed*

Ms. Breed addressed Council and made a presentation regarding the visual impact of the proposed Jigs Hollow pit. Ms. Breed raised concerns that the suggestion to use berms as a solution to the visual impact would have a negative impact on the Township's heritage resources and ultimately tourism. Ms. Breed advised that she believes a cultural heritage impact study should be completed.

*Lynne Hare*

Ms. Hare addressed Council and made a detailed presentation in opposition of the proposed Jigs Hollow gravel pit. Ms. Hare raised concerns such as the potential visual impact, berms, and the potential for this area to involve aggregate recycling.

*Jan Huissoon*

Mr. Huissoon addressed Council and made a presentation that outlined areas of the application process that he feels have been overlooked. Mr. Huissoon raised concerns that the Golf Course Road area was not included in the visual impact peer review and no berms have been proposed between the proposed area and Golf Course Road.

MOVED BY Mayor Cowan

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich hear unregistered delegations.

...CARRIED

*Gordon Haywood*

Mr. Haywood addressed Council and made a presentation outlining his concerns regarding the potential visual impact of the proposed application. Mr. Haywood advised that he believes the aerial visual impact has not been addressed in the visual impact assessment.

*Bill Norris*

Mr. Norris addressed Council on behalf of the residents of Golf Course Road and made a presentation showing the current views from residences. Mr. Norris raised concerns that these residences were not included in the peer review and advised that he doesn't believe the review is complete until they are included.

In response to inquiries by Councillor Bryant, Mr. Kennaley advised that the peer review consultants agreed with staff's opinion that there were no negative visual impacts on the Golf Course Road residences. Mr. Kennaley also confirmed that he is not aware of a timeline on when the findings of the peer review will be addressed and since this matter is before the Ontario Municipal Board the request will be made through the lawyer.

MOVED BY Councillor Herteis

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich receives Report E94-2011 for information and directs Staff to request that the applicant for the proposed Jigs Hollow Gravel Pit address the visual impact issues identified in the peer review dated November 2011 completed by Walker, Nott, Dragicevic Associates Limited.

...CARRIED

**STAFF REPORTS AND MEMOS****E96-2011: Cultural Heritage Landscape in the vicinity of West Montrose**

Dan Kennaley, Director of Engineering and Planning Services advised that a revised change to the Official Plan Amendment has been placed on Council's desks with the changes highlighted. In response to an inquiry by Councillor Poffenroth, Mr. Kennaley provided clarification on the boundary and the requirements for a cultural heritage impact study on landowners within the landscape and in the vicinity.

MOVED BY Mayor Cowan

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich adopts the Official Plan Amendment attached as Appendix B to Report E96-2011 concerning Official Plan Amendment Application 3/2011, to amend the Official Plan with policies to designate and protect the West Montrose Cultural Heritage Landscape, and that the Amendment be forwarded to the Region of Waterloo for final approval.

...CARRIED

**F19-2011: 2012 Draft Water & Wastewater Budget**

Public notice of this meeting was shown on the agenda of the November 29<sup>th</sup> Council meeting.

In response to inquiries from Council, Richard Petherick, Director of Finance/Treasurer advised that the residential growth in the area has resulted in the overage in the budget line for meters. Councillor Poffenroth advised that he feels that twelve months of budget information would be beneficial when looking at the overall budget. He suggested that adding in figures for the month of November in the previous year would result in a full 12 month review. CAO David Brennenman advised that most municipalities bring these fees forward at this time of the year and projections are given based on the best information they have.

Councillor Bauman asked staff to investigate whether the spiking of wastewater could be due to eavestrough leaders or sump pumps being expelled into the sanitary opposed to grade, and asked if all manhole covers have been water-proofed. Councillor Bauman also inquired whether fire hydrant costs are borne solely by water users and suggested a general tax levy.

MOVED BY Mayor Cowan

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich approves the Draft 2012 Water and Wastewater Budgets attached to report F19-2011 as Appendix "A" and Appendix "B".

AND FURTHER THAT Council adopts the Draft amended Water and Wastewater fees and charges By-law attached to report F19-2011 as Appendix "C" and Appendix "D".

AND FURTHER THAT Council directs staff to bring the 2012 Water and Wastewater Budgets forward for final Council approval on February 21, 2012.

...CARRIED

#### F20-2011: 2012 Fees and Charges Review

Public notice of this meeting was shown on the agenda of the November 29<sup>th</sup> Council meeting.

In response to inquiries by Councillor Bryant, Mr. Kennaley advised that the fee for gravel pit applications has increased to address the complexity and length of time involved in processing these applications.

Councillor Herteis asked for clarification on the new public skating pass. Karen Makela, Director of Recreation and Facilities Services advised that staff is proposing a 10-pass package for public skating at the Woolwich Township Arena in St. Jacobs to alleviate the need for maintenance staff to be there to take admission fees for programming. In response to an inquiry by Mayor Cowan, Ms. Makela advised that there is advertising space available in both arena pads at the Woolwich Memorial Centre and a number of boards will be coming up for renewal. Mayor Cowan raised a concern with the lack of a senior rate in recreation fees.

Mayor Cowan raised a concern that the peak period for ice rentals has been adjusted. Along with the proposed ice rental fee increase, this will result in an overall 11% increase in fees for Woolwich Minor Hockey. He said he feels this is unacceptable. Mayor Cowan asked that subsidy amounts be reviewed. Ms. Makela advised youth minor sports in the Township of Woolwich receive a 30% subsidy and when reviewing these rates in area municipalities the highest subsidy rate was 50%, and the lowest was 8%.

In response to an inquiry from Councillor Poffenroth, Richard Petherick, Director of Finance / Treasurer advised that the Township reviews fees and charges annually, however, some fees are statutory and set by the Province.

Councillor Bauman pointed out a correction under nuisance fire alarms in the Fire Department fees. Fire Chief Rick Pedersen agreed and noted that these would be corrected in the final by-law.

Mayor Cowan asked that Recreation and Facilities fees be voted on separately.

MOVED BY Councillor Poffenroth

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich adopts the By-laws attached as Appendices "A", "B" and "C" to report F20-2011 to establish fees and charges for planning and fire purposes and general Township services.

AND FURTHER THAT staff be directed to forward the Cemetery Tariff of Fees and Charges to the Ministry of Consumer and Commercial Relations for filing, in order that the proposed fees and charges may become effective.

...CARRIED

#### Recreation Fees – Schedule D of Proposed Fees and Charges By-law

Mayor Cowan asked that recreation fees not be dealt with until staff comes back with alternatives to address the hit of an 11% increase to Woolwich Minor Hockey. Councillor Bryant noted that she believes inflation should be considered.

Mayor Cowan moved to accept Schedule "D" with fees for tournaments removed and it was seconded by Councillor Bryant but withdrawn by the mover and seconder so other options could be considered without the need for a number of friendly amendments.

MOVED BY Mayor Cowan

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich adopts the By-law attached as Appendix "D" to report F20-2011 to establish fees and charges for Recreation and Facilities Services excluding ice rental rates and tournament fees.

...CARRIED

MOVED BY Mayor Cowan

SECONDED BY Councillor Herteis

THAT Council directs staff to come back with options for the ice rental rates and tournament fees for Council's consideration.

...CARRIED

#### **PLANNING PUBLIC**

None.

**CORRESPONDENCE**

Correspondence from the APT Chemtura Committee

CAO David Brenneman noted that Planning staff will be presenting a staff report at next week's Council meeting regarding the Hawk Ridge Homes development.

**OTHER BUSINESS**

None.

**OUTSTANDING ACTIVITY LIST, as of December 9, 2011**

None.

**GREEN AND PINK ITEMS, as of December 9, 2011**

None.

**PUBLIC NOTICE**

None.

**NOTICE REGARDING CLOSED MEETINGS**

None.

**ADJOURNMENT**

MOVED BY Councillor Bryant  
SECONDED BY Councillor Herteis  
THAT the meeting be adjourned.

...CARRIED

Submitted by,  
Mark Bauman  
Chair