

**TOWNSHIP OF WOOLWICH
COUNCIL MINUTES
MARCH 29, 2011**

Woolwich Township Council met in Closed Session at 4:30 p.m. in the Councillors' Office and in Budget Session at 5:00 p.m. in Council Chambers, and in Regular Session at 7:00 p.m. in Council Chambers, on the above date with the following members present:

Mayor Cowan
Councillor Bauman
Councillor Bryant
Councillor Herteis
Councillor Poffenroth

CLOSED SESSION – 4:30 P.M.

MOVED BY Councillor Bryant

SECONDED BY Councillor Poffenroth

THAT the Council of the Township of Woolwich convene in closed session in accordance with Section 239 (1) of the Municipal Act, 2001, as amended with respect to a matter pertaining to a proposed or pending acquisition or disposition of land by the municipality or local board and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

...MOTION CARRIED

MOVED BY Councillor Bryant

SECONDED BY Councillor Herteis

THAT Council reconvenes in Regular Session.

...MOTION CARRIED

2011 DRAFT OPERATING BUDGET: CONTINUATION OF DISCUSSION

The draft Operating Budget was previously discussed at a Special Council meeting held March 3, 2011 as well as at the March 22nd Committee of the Whole meeting.

Recreation and Facilities Services Operating Budget

Richard Petherick, Director of Finance, provided the following details to Council regarding a further analysis they did with regards to the operations within the Recreation Department. There were a number of areas that staff focused in on based on comments at earlier budget discussions:

Salaries:

Staff reviewed the salaries as posted in the financial system and, as a result, made the following recommendations for amendments:

Looking at the aggregate number for both full-time and part-time salaries for the operations at the Woolwich Memorial Centre (WMC), Woolwich Township Arena, Parks and Cemeteries, Council will see that the department is approximately \$140,000 over budget. The factors that contributed to this were: there were two separate occasions where two full-time staff persons were on medical leave/Short Term Disability and their positions were backfilled; the budget in 2010 did not accommodate for the back-filling of full-time staff that were on vacation, training, etc. This was covered by part-time staff and Mr. Petherick made it clear that he was referring to the Part-Time Salaries line in the WMC for both incidents. Going forward, both employees are back to work and Recreation staff is implementing a system where they will not backfill absences due to vacations and training. He also noted that part-time staff was used to cover vacation days and sick time during the non-ice season at the Woolwich Memorial Centre. Staff also reviewed the part-time salaries for the Customer Service staff at the WMC. While over in the 2010 actuals, staff are implementing a reduction in the number of hours the Front Counter will be supervised and cross-over hours will be eliminated. Both of these two actions will be, in effect, a service reduction at the WMC but it is seen as an acceptable service level reduction

Revenue:

Mr. Petherick outlined that the Township has engaged its auditors to help in the reconciliation of the ActiveNet (Recreation) system and the Asyst (Financial) system. Staff found when specifically looking at the revenue for ice that the actuals were in line for 2010 when comparing this to the budget. Staff also sees that the revenue projections for 2011 are in line with the actuals experienced in 2010. Going forward, staff will implement the agreed upon recommendations from the auditor's reconciliation review and make the necessary adjustments at that time.

Utilities:

Mr. Petherick reviewed the utilities component of the expenditure at the WMC and stated that the actuals for 2010 were greater than budgeted in 2010. It was also apparent that the 2011 budget is less than the actuals for 2010. In conversation with Recreation Operations staff, Mr. Petherick said he has found that they have implemented energy conservation measures such as turning off lights in areas not in use, and changing the temperature in areas not in use. Staff has heard and agrees with Council that with a facility this size, an energy audit is completely warranted and will need to be conducted from a cost-saving perspective and municipalities may soon be mandated by the Province to develop energy plans for municipal facilities.

Building and Equipment Repair:

Mr. Petherick said he reviewed the repair accounts for both the building and equipment and there were several common factors that he saw. There are a number of service contracts that are in place at the WMC that are necessary to keep the facility in proper working shape. He advised Council that staff have created a new line to better reflect and explain what is included in the cost of the service contracts and what are actual repair and maintenance type expenses.

Mr. Petherick concluded by stated that Recreation staff has been told they must not exceed their budget limitations in 2011 and they have committed to this goal. He advised Council that they will see monthly statements for Recreation and Facilities Services and Mr. Petherick assured Council that this department's Operating Budget will be in a better position this time next year.

Larry Devitt, Director of Recreation and Facilities Services, confirmed that the practice of backfilling full-time positions, particularly during the summer months, will be curtailed. He reported on a cost comparison study he did of September 2009 to February 2010 and from September 10 to February 11. He advised that cost cutting efforts are working and the hydro use at the WMC is down 12%, and gas is down 21%. If staff gets to a point where there's a problem, they will come to Council at that time to report on the over expenditure and explain how it will be managed.

In response to a question from Councillor Poffenroth, staff provided information on the monthly reports and quarterly statements that Council will be seeing.

Councillor Bauman said he supports the energy audit but noted that costs are already going down with a little cost-cutting effort. He encouraged Senior Staff to send a reminder to all Township staff to ask them to watch for cost-cutting opportunities.

Councillor Herteis thanked staff for responding to Council's concern about the Recreation and Facilities Services Operating Budget. She said it is on the right road and she likes the financial statements that show a percentage as it will help people to understand quickly if expenses are going up or down.

CAO David Brenneman referred to the quarterly statements that are presented to Council and highlighted that any variances of a significant nature will be explained in the statements along with information on what steps will be taken to deal with the variance.

Mayor Cowan asked if the Recreation and Facilities Services Operating Budget includes any money for new hires. Mr. Devitt said the budget does not have any funding for new staff.

Mayor Cowan raised the issue of the WMC Fitness Centre. Mr. Devitt confirmed that the current service provider will be leaving on March 31st. Staff has worked out a plan to keep the fitness centre staffed and Council will be reviewing the Request for

Proposals (RFP) under a separate report later on the agenda. The Township paid the service provider \$11,000 per month and now estimate that the cost to keep the fitness centre open will be \$7,300-\$7,400 per month for staffing, including instructors. There will be a savings of approximately \$3,600 per month until the Township enters into a new contract. Mr. Devitt noted that Council could make a reduction to the expense line for the fitness centre for the appropriate number of months (i.e. April to the end of June). He said the RFP will go out tomorrow and will close on April 26th. Depending on the number of proposals received, staff hopes to report back to Council in June and have the new service provider start operating in August.

Mayor Cowan asked staff to promote new uses of the Woolwich Memorial Centre and suggested a home and garden show, or concerts. He asked if the arenas has air-conditioned and was informed that there is no air-conditioning but fans could be put into use to ventilate the floor space.

Mayor Cowan asked if there is any fat in the Recreation and Facilities Services Operating Budget to be trimmed. Larry Devitt said that there is potential to reduce particular lines (i.e. Blackberries) but he believes that revenue streams have the best possibility of reducing the overall net budget. Mr. Devitt noted that he will look at increasing revenues and programming when he has Council look at fees and charges for rentals, facilities and parks (scheduled for April 12th Committee of the Whole).

CAO David Brenneman said he met with Recreation staff and there is agreement that they will look at various components of their budget to see how things are operating and if there are things that need to change. They will also review opportunities for additional revenue. Staff will work together to explore how services are being provided and how things can be done differently. He gave the example of the concession services and how there are other business models that can be investigated.

Councillor Poffenroth relayed questions he has received from residents including: Why is Customer Service staff at the Woolwich Memorial Centre allowed to read a book at the front desk in the evening? Why an outside group was told they could not rent the Woolwich Township arena in St. Jacobs from 6:30 a.m. to 8:30 a.m. on a Sunday morning? Why has the student who worked all winter at the arena in St. Jacobs not been trained to drive the ice resurfacer? Mr. Devitt received the information and reiterated that staff is reviewing work schedules and programming.

Councillor Bryant inquired about the Minor Capital account with a budget of \$50,000 for 2011 and asked what it is for. Mr. Devitt advised that the funds will be used to purchase accessible doors for the Seniors Centre at the Woolwich Memorial Centre. Funding will also help staff deal with noise issues at the McLeod Arena and install a warm-up area for the Sndyer Ice Pad. It will also pay for window coverings for the Community Centre in the Woolwich Memorial Centre which is currently covered by paper blinds. Mirrors on the wall of the fitness facility are also to be installed in 2011 as well as a chlorine detection system for the aquatic portion of building and collapsible hooks in the dressing

rooms. Mayor Cowan cautioned staff to avoid the mindset of prioritizing mirrors in a fitness facility over fixing potholes.

MOVED BY Councillor Bauman

SECONDED BY Councillor Herteis.

THAT Council approves in principle the draft 2011 Recreation and Facilities Services Budget as amended.

Discussion on the motion:

Councillor Bauman said he expects to see a balanced budget but warned that Mr. Devitt cannot do it by himself. It needs to be a team approach with everyone in the Recreation and Facilities Services Department pulling together to make this budget balance. He said the message needs to get out to all Recreation staff.

...MOTION CARRIED

F04-2011: FEES AND CHARGES UPDATE

Richard Petherick, Director of Finance, reviewed Report F04-2011 outlining proposed fees and charges for 2011. He reviewed proposed fees and charges for Fire Services, Council and Information Services, Engineering and Planning Services, Finance Department, Recreation and Facility Services and Cemeteries.

In response to questions from Council, staff provided the following additional details:

- The Township encourages the use of concrete liners for burials and this is encouraged through a second fee which recognizes that more maintenance is required when a liner is not used. The majority of interments use a concrete liner. Councillor Bauman said the fee for not using a concrete liner should stay above the cost of the liner to encourage its use.
- The rental fee of fire vehicles is for special events such as air shows when fire personnel are on standby.
- Fees and charges for rentals, facilities and parks will be reviewed along with the report on Parks and Recreation User Fee Review prepared by Watson & Associates at the April 12th Committee of the Whole meeting.

Council noted that certain application fees appear low compared to other municipalities.

MOVED BY Councillor Bryant

SECONDED BY Councillor Bauman

THAT Council directs staff to review fees for Minor Variance and Consent Applications and Gravel Pit Applications to ensure that the Township's fees are in line with those in other municipalities and that all costs are covered.

...MOTION CARRIED

Christine Broughton, Director of Council and Information Services, highlighted that three fees and charges by-laws will be added to the list of by-laws going for first, second and third reading. Those by-laws will include fees for all areas except rentals, facilities and parks.

2011 CAPITAL BUDGET

Dan Kennaley, Director of Engineering and Planning Services, presented his department's Capital Budget and reviewed the list of projects scheduled for 2011 and beyond.

Councillor Poffenroth was concerned about a repair project in the area of Arthur Street South and Brubacher Street and questioned why the contractor was not required to repair insufficiencies at his own expense. Staff advised that the deficiency was not in the contractor's work.

Councillor Bauman said the work needed to repair Queensway Drive in St. Jacobs has been on the Capital Forecast for years yet it has now been removed from the list altogether. He has been asking for it for a long time and it was supposed to be completed in 2012. He said he looked at the Ward numbers beside each project and in 2011 they are spread out evenly with Ward 2 getting some work, but he could not recall in his 10 years on Council when he has approved a road paving project in St. Jacobs though lots have been completed in Elmira. He said Queensway Drive is in terrible shape and needs another level of pavement before 2015. He asked staff to find a way to get it back on the forecast. Engineering Project Supervisor Richard Sigurdson agreed that Queensway Drive is in poor condition. He said the road was to be resurfaced but it has deteriorated too far for resurfacing work. Operations staff will patch the road in 2011 and will monitor it closely. He said the challenge is that the Township has several streets (e.g. in Conestogo, Breslau, St. Jacobs) that are tar and chip roads and are breaking up and the Township needs to spend its money appropriately on resurfacing projects to ensure roads do not become undriveable. If needed, other projects are deferred to ensure this scenario is avoided.

Mr. Sigurdson also noted that one of the driving forces behind the decisions made on where projects happen is the underlying water and sewer distribution system. The water system is older in Elmira and that is why Elmira receives more infrastructure work.

Councillor Poffenroth noted that the block of Mill Street between Centre Street and Memorial Avenue in Elmira is far worse than Ernst Street which is to be repaired in 2011. He asked if the projects could be reversed. Dan Kennaley advised that the problems underground are more serious under Ernst Street and it must be repaired first.

Councillor Bauman referred to the list of budget cuts that Council approved at the March 3rd Special Council meeting and said a plan is needed for the 2012 budget so that roads needs are met, similar to what was completed in the capital facilities review. It would

target the problems. He noted that Council cannot make cut after cut and expect problems to go away.

Mayor Cowan said he had a resident of Ward 3 complain to him that maintenance work on a tar and chip road was applied to the road too late last year and now her front lawn is covered in gravel. Dan Kennaley advised that he will make sure better timing occurs in 2011 even if it kills him.

MOVED BY Councillor Bauman

SECONDED BY Councillor Bryant

THAT Council approves in principle the draft 2011 Capital Budget for Engineering and Planning Services.

...MOTION CARRIED

REGULAR COUNCIL SESSION – 7:00 P.M.

MOMENT OF SILENCE OR PRAYER

Mayor Cowan welcomed everyone to the meeting. He expressed appreciation for Woolwich Township firefighters and then held a moment of silence to honour of the two recently fallen Listowel area firefighters.

DISCLOSURES OF PECUNIARY INTEREST

None.

RESOLUTIONS TO COME FORWARD FROM CLOSED SESSION

None.

MINUTES

MOVED BY Councillor Herteis

SECONDED BY Councillor Poffenroth

THAT the following minutes be adopted:

- | | |
|------------------------------------|----------------|
| - Council Minutes | March 8, 2011 |
| - Special Council Minutes (Budget) | March 3, 2011 |
| - Committee of the Whole Minutes | March 22, 2011 |

...MOTION CARRIED

PROCLAMATIONS

None.

PRESENTATIONS

None.

CORRESPONDENCE

None.

DELEGATIONS

Laurie Breed: Jigs Hollow Gravel Pit

Postponed to the April 19th Council meeting.

Rosemary Smith, Kitchener and Waterloo Community Foundation: 2010 Vital Signs

Ms. Smith provided an overview of the agency which serves the Cities of Kitchener and Waterloo as well as the Townships of Woolwich, Wilmot and Wellesley. She spoke of their grant program and how they work quietly behind the scenes to build opportunities.

She presented the 2010 Vital Signs Report. This is the fourth report that the agency has prepared and it provides a snapshot of the quality of life in Waterloo Region. The report helps to deepen the knowledge and understanding of community relationships. The report provides guidance in decision-making, measures vitality and livability of the community, and encourages readers to think about challenges facing the community. The report is available on the agency's website at www.ourvitalsigns.ca.

Ms. Smith outlined each area of the report and the community challenges it identifies. She said the report will serve as an important reference point in the years to come. Her agency will move forward with community consultations. They will not publish a report in 2011. Instead, the agency will consult with the community to determine what the report should look like in the next few years. She will report back to Council in October of 2011 on the agency's findings and will give Council a sense of what the next report will look like and when it will be launched. Council thanked her for the information.

Shelley Adams, Waterloo Region Crime Prevention Council: Smart on Crime in Waterloo Region, A new 2010-2014 Strategic Plan

Shelley Adams and Juanita Metzger were present to introduce Council to the Smart on Crime initiative. Ms. Adams provided background information on the program which looks at methods of reducing opportunities for crime before it happens. Some initiatives, such as the "Say Hi" campaign are well known. The program focuses on research, education and learning, strategic leadership, and organizational development. Smart on Crime is designed to get people talking about what is important to them, and

municipalities have a vital role to play in building safe and healthy communities. It is her goal to bring municipalities, service agencies and community members together to build a safer community. She encouraged Council to look at the agency's website at www.preventingcrime.net. She suggested members of Council could sign up for the blog or join the Facebook page; they could also attend a workshop or meeting, or share the Smart on Crime message with its residents. She encouraged Council to help keep Waterloo Region one of the safest communities in Canada.

Mayor Cowan commented that he sits on the Crime Prevent Board and is a true believer in crime prevention. He noted that the annual Justice Dinner is on May 25th and the guest speaker is 14-year-old Hanna Taylor who, at age 8, started the Ladybug Foundation to help fight homelessness.

Thomas Hardacre, IBI Group: Response to Hawk Ridge Homes Inc. Concerns About Lunor Parkland Dedication Photo of Proposed Lunor Drive Extension Corridor

Mr. Hardacre reviewed his letter dated March 25, 2011 that was included in Council's information package. The letter outlined his rebuttals to the concerns that were shared with the Committee of the Whole on March 22nd by Arlene MacFarlane who was representing Hawk Ridge Homes. Council thanked him for his information and postponed further discussion until later on the agenda under "Recommendations from Committees".

Ken Driedger, Chemtura Public Advisory Committee (CPAC) Terms of Reference

Note: Report A05-2011 outlining changes to CPAC's Terms of Reference were dealt with by the Committee of the Whole on March 22, 2011.

Mr. Driedger appeared before Council and advised he has served on CPAC for just over one year but was speaking at the meeting as a private citizen. He said he re-applied last fall to serve another term on CPAC but the committee currently does not exist. He reviewed the amendments to the Terms of Reference that the Committee of the Whole adopted on March 22nd and commented that he was saddened by the lack of trust Council appears to have for CPAC and in Council's desire to micromanage the committee. Mayor Cowan noted that there has been great community involvement in CPAC. He said there was no negative intent in reviewing the committee's Terms of Reference and no lack of trust. When he campaigned, he heard many people say they did not know what CPAC has worked on for the past 21 years and he had promised to review the committee's direction if he was elected Mayor. He also noted that there is a provision in Terms of Reference that requires Council to review them every four years.

At the request of Mayor Cowan, Christine Broughton outlined the Municipal Act requirements for ensuring meetings are open and transparent. There are limited issues that Council or a committee of Council can discuss in Closed Session and the changes proposed for the Terms of Reference will help to ensure that Municipal Act requirements

are met. The proposed wording is not intended to indicate that staff or Council mistrusts CPAC but rather to ensure Municipal Act requirements are adhered to.

Mr. Driedger questioned why the requirements for open and transparent meetings need to be outlined in the Terms of Reference if it is a requirement of the Municipal Act. Ms. Broughton advised the intent of adding working to a committee's Terms of Reference is to make sure the requirements are clear to committee members. Sub-committee meetings have the same requirements. Mr. Driedger asked for a copy of the Municipal Act requirements to be sent to him. Ms. Broughton advised she would forward a copy.

Mayor Cowan asked if Mr. Driedger wanted his name to stand as an applicant for CPAC. Mr. Driedger said he felt conflicted and would contact Ms. Broughton the following day to let her know how to handle his application.

Mayor Cowan noted that the same process for reviewing CPAC's Terms of Reference will happen again in four years. He thanked Mr. Driedger for bringing his concerns forward and expressed appreciation for his dedication and volunteerism.

UNFINISHED BUSINESS

None.

INTRODUCTION OF BY-LAWS

Three by-laws were added for General Fees and Charges, Planning Act Fees and Charges, and Fire Fees and Charges.

MOVED BY Councillor Bauman

SECONDED BY Councillor Herteis

THAT the following by-laws be introduced and read a first time:

- A by-law to amend By-law 60-2005 being a by-law to establish Water Fees and Charges in the Township of Woolwich
- A by-law to amend By-law 61-2005 being a by-law to established Wastewater Fees and Charges in the Township of Woolwich
- A by-law to authorize the execution of an agreement with Waterloo North Hydro (Contact Data for Emergency Management Purposes)
- A by-law to confirm all actions and proceedings of the Council (March 3, 2011 and March 8, 2011)
- A by-law to amend By-law 104-2004 being a by-law to establish and require payment of fees and charges (Council and Information Services, Recreation and Facilities Services, Engineering, Finance)

- A by-law to amend By-law 87-2007 being a by-law to establish and require payment of fees authorized under the Planning Act and similar charges (Planning Services)
- A by-law to Amend By-law 2-2009 being a by-law to establish and require payment of fees and charges for certain services provided by the Fire Department

...MOTION CARRIED

RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE

Item 1 regarding Municipal Drain Project 1-2010 (Geisel Petition for Drainage Works) was dealt with separately. Item 4 regarding the Lunor Development in Elmira was also dealt with separately.

MOVED BY Councillor Herteis

SECONDED BY Councillor Poffenroth

THAT Items 2, 3, 5, 6 and 7 of the Summary of Recommendations of the Committee of the Whole dated March 22, 2011 be adopted as follows:

2. THAT the Council of the Township of Woolwich directs the Project Engineer to report back to the April 12, 2011 Committee of the Whole meeting with options for Municipal Drain Project 2-2010 involving a request from Ezra Brubacher of 53 Winterbourne Street South in Winterbourne for the repair of the Weber-Brubacher Municipal Drain;

AND FURTHER THAT the Engineer respond to the concerns of Mr. Ramage and Mr. Goodreau as expressed at the March 22, 2011 Committee of the Whole meeting.

3. THAT the Council of the Township of Woolwich receives the Watson & Associates User Fees Review Report dated March 3, 2011.
5. THAT the Council of the Township of Woolwich accepts the changes proposed in Report A05-2011 regarding the Chemtura Public Advisory Committee (CPAC) Terms of Reference and related process, with an extension to the term of CPAC to 6 months past the end of the Council term (to May 31st) to allow future new Councils an opportunity to become familiar with CPAC's mandate and to promote continuity for the committee.
6. THAT the Council of the Township of Woolwich receives for information, the Annual Summary Report as required by the *Safe Drinking Water Act, 2002*, Ontario Regulation O. Reg. 170/03 as amended.
7. THAT the Council of the Township of Woolwich approves the draft By-law attached as Schedule "D" to Report C16-2011 to amend By-law #70-2006 to

create a new parking prohibition on the west side of Queensway Drive in St. Jacobs, from a point measured from the south side of Hachborn Street West to a point approximately 20 metres north.

...MOTION CARRIED

Item #1: Municipal Drain Project 1-2010 (Geisel Petition for Drainage Works)

Councillor Bauman advised that Mr. Geisel is working on an alternate drainage solution for his property and has asked that Council hold off finalizing the Committee of the Whole recommendation until the April 19th Council meeting.

MOVED BY Councillor Bauman

SECONDED BY Councillor Herteis

THAT Item 1 of the Summary of Recommendations of the Committee of the Whole dated March 22, 2011 regarding Municipal Drain Project 1-2010 (Geisel Petition for Drainage Works) be deferred to the April 19th Council meeting.

...MOTION CARRIED

Item 4: Report E24-2011 for Lunor Development

John Scarfone, Manager of Planning, reviewed the concerns of Hawk Ridge Homes as outlined at the March 22nd Committee of the Whole meeting. He said the nature of their concerns related to density and parkland dedication. They questioned the Township's decision on parkland for the Lunor site and felt there was a shortfall on the amount of parkland the Township should be taking. Mr. Scarfone said staff typically apply the full 5% parkland calculation, however, staff accepted a lesser amount based on discussions with Recreation and Facilities staff and with the understanding that the developer would compensate the Township in other ways. He advised that Lunor is proposing a 2 hectare park which will be centrally located and the size of park was connected to the fact that it would be adjacent to the school site. The developer also satisfied other parkland requirements such as conveying land to the Township for the trail corridor, open space, and the storm water management pond. Mr. Scarfone clarified that all the lands to be received from the developer will equal approximately 19% of the total land area. The developer will also develop trails in the trail corridor, and link the Elmira Ring Trail to the Kissing Bridge Trail. This was the arrangement presented to Council last November and both staff and Council found it to be an acceptable approach.

Mr. Scarfone commented on the suggestion by Hawk Ridge Homes that the Township should at least take cash-in-lieu and use it for the fire hall site. He noted that this is not allowed under the Planning Act and any monies or land received for parkland must be used for recreational purposes.

Mr. Scarfone commented on the suggestion by Hawk Ridge Homes that Council did not make an informed decision last November and that Lunor had only agreed to dedicate the fire hall site at the time the appeal came in. He said staff disagrees with that

comment and he advised that Council was fully informed on how the developer would satisfy the parkland requirement. He added that Council was aware of the interest in having Lunor enter into an informal arrangement with the Township to provide the lands for the fire hall.

Mr. Scarfone concluded by stating that the parkland dedication issue was adequately addressed in the report staff presented to Council last November but Council can reconsider the decision if it wishes. However, he said he believes that Council should accept the recommendation proposed by Report E24-2011 that was presented to the Committee of the Whole on March 22nd.

Councillor Bauman said the concerns expressed by Hawk Ridge Homes have led to a good review of what has gone into the Lunor agreement and has brought the new Council up to speed on happened. He thanked staff and Mr. Hardacre for their input on the project.

It was noted that Council needed to deal with the motion to postpone as a housekeeping item so that Council could move on to consider the recommendation of Report E24-2011.

MOVED BY Councillor Herteis

SECONDED BY Councillor Poffenroth

THAT Item 4 of the Summary of Recommendations of the Committee of the Whole dated March 22, 2011 be adopted as follows:

4. THAT the Council of the Township of Woolwich postpones discussion of the recommendation outlined in Report E24-2011 for the Lunor Development until Council has discussed the concerns of Hawk Ridge Homes about parkland dedication with staff in Closed Session on March 29, 2011.

...MOTION CARRIED

MOVED BY Councillor Poffenroth

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich approves the arrangement with the Owners of the Lunor Development concerning the extension of Lunor Drive to Church Street West (i.e. Barnswallow Drive Extension) and the Township's acquisition of a service commercially-zoned block in the Lunor Development for a future fire hall site in the manner outlined in Report E24-2011.

AND FURTHER THAT Council of the Township of Woolwich recommends to the Region of Waterloo in their consideration of draft plan approval of Subdivision Plans 30T-07707- Green Acres, 30T-07702 – Riverbend and 30T-07703 – Northview, that the Township conditions of draft approval for the said draft plans, as adopted by Township Council on November 23, 2010 and forwarded to the Region, be modified in the manner outlined in Appendix 'D' of Report E24-2011, for the purpose of implementing the

arrangement between the Township and the Owners of the Lunor Development concerning the extension of Lunor Drive to Church Street West (i.e. Barnswallow Drive Extension) and the Township's acquisition of a service commercially-zoned block in the Lunor Development for a future fire hall site.

AND FURTHER THAT the Council of the Township of Woolwich directs Staff to include up to 55% of the total costs to extend Lunor Drive to Church Street (including road, services, land and demolition costs but not intersection improvement) in an update review of the Township Development Charges study.

...MOTION CARRIED

COMMITTEE OF THE WHOLE

MOVED BY Councillor Bryant

SECONDED BY Councillor Bauman

THAT Council convenes into the Committee of the Whole.

...MOTION CARRIED

STAFF REPORTS

C20-2011: Waterloo North Hydro Data for Emergency Management

Christine Broughton, Director of Council and Information Services, presented the report and outlined how the contact information from Waterloo North Hydro will be used to keep the Township's Emergency Alerting System database current. The annual cost is \$300.00.

MOVED BY Councillor Bryant

SECONDED BY Councillor Bauman

That the Council of the Township of Woolwich authorizes the Mayor and Clerk to execute an agreement with Waterloo North Hydro regarding the purchase of data containing name, address and phone contact information for persons living in the Township of Woolwich for Emergency Management purposes.

...MOTION CARRIED

F05-2011: Statement of Remuneration and Expenses, 2010

MOVED BY Councillor Herteis

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich receives Report F05-2011 regarding the Township's 2010 Statement of Remuneration and Expenses.

...MOTION CARRIED

F06-2011: Investments as at December 31, 2010

MOVED BY Councillor Bauman

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich receives Report F06-2011 regarding the Township's investments as at December 31, 2010.

...MOTION CARRIED

F07-2011: Treasurer's Statement – Development Charges

MOVED BY Councillor Bauman

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich receives Report F07-2011 regarding the Township Treasurer's Statement of Development Charges.

...MOTION CARRIED

F08-2011: 2011 Water and Wastewater Budget Approval

MOVED BY Councillor Bryant

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich approves the 2011 Water Budget with a net expenditure of \$2,853,421 as summarized in Appendix "A" attached to Report F08-2011;

AND FURTHER THAT Council approves the 2011 Wastewater Budget with a net expenditure of \$2,562,174 as summarized in Appendix "B" attached to Report F08-2011;

AND FURTHER THAT Council adopts the amended Water and Wastewater Rate By-law attached as Appendix "C" to Report F08-2011.

...MOTION CARRIED

E20-2011: Rumble Strips Review

Dan Kennaley, Director of Engineering and Planning Services, presented the information report which outlined that the Region of Waterloo will not allow rumble strips at unwarranted intersections under their jurisdiction. He advised that Township staff were disappointed by the Region's position and feels that rumble strips should be used more proactively. The one exception is the intersection of Crowsfoot Road and Maryhill Road. Both are Township roads and it will be up to Council to decide if rumble strips should be applied. However, staff is undertaking a in-depth review of that intersection and will be looking at other measures to improve safety of the intersection (i.e. converting it to a 4-way stop). He asked Council to delay any decisions for that intersection until staff brings forward a comprehensive report. He noted there could be

noise issues and staff will want to put a questionnaire out to residents living nearby to see how they feel about rumble strips.

Councillor Bauman noted that he raised the issue of the use of rumble strips about one year ago, but it has a longer history. He spoke of accidents that happened in 2006 and 2008 at the intersection of Lobsinger Line and Kressler Road and how he wishes he had pushed harder for rumble strips at that intersection. He had approached Regional Council after the 2006 accident to ask them to reconsider rumble strips at the intersection but they voted 13-0 against his request and said the over application of rumble strips should be avoided. Councillor Bauman compared this saying that the over application of stop signs should be avoided and said it is ludicrous that a more proactive application of rumble strips is not happening.

Councillor Bryant noted that the statistics about the Maryhill/Crowsfoot Road intersection to not include all the close calls that happen at that intersection. Dan Kennaley concurred stating that additional measures over and above rumble strips are needed. Mayor Cowan inquired about the cost of applying rumble strips. Mr. Kennaley said the cost is minimal.

MOVED BY Councilor Herteis

SECONDED BY Councillor Bauman

THAT the Council of the Township of Woolwich receives for information Report E20-2011 on a review of the use of rumble strips.

...MOTION CARRIED

E22-2011: Performance Acceptance for Underground Services Within Stage 3C, Hopewell Heights, Breslau, Registered Plan 58M-510

Councillor Bauman asked staff to add in to their final inspection a review of whether the trees that were planted still have stakes and ties at the end of the two-year period because trees become weaker if they are staked too long.

Councillor Poffenroth asked what happens in the two-year period. Mr. Kennaley said staff will work to get any deficiencies fixed and will then come back to Council at that time with a full report asking Council to accept underground services.

MOVED BY Councillor Bauman

SECONDED BY Councillor Bryant

THAT the Council for the Township of Woolwich authorize the issuance of a Performance Acceptance Certificate for the start of the two-year maintenance and guarantee period on the underground services on roads within Stage 3C located within the Hopewell Heights Residential Subdivision, Registered Plan 58M-510;

AND FURTHER THAT the date of commencement for the start of the two year maintenance period for underground services in Stage 3C is concurrent with Council approval.

...MOTION CARRIED

Memo: Elmira Kiwanis Club Tree-Planting Proposal

Councillor Bauman commended Councillor Poffenroth and the Kiwanis Club for the tree-planting partnership and asked Councillor Poffenroth to let him know the final number of trees that get planted. The Township of Woolwich Environmental Enhancement Committee (TWEEC) has taken on the challenge of planting 250,000 trees in the Township and they will want to add the trees planted along Barnswallow Drive to the overall tree tally.

MOVED BY Councillor Poffenroth

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich directs staff to enter into a Memorandum of Understanding with the Elmira Kiwanis Club for a Tree Planting Proposal for the planting of approximately 30 trees on the boulevard of the west side of Barnswallow Drive in Elmira, from First Street to Whippoorwill Drive at an estimated cost of \$7,500 with an additional \$7,500 to be set aside for a joint venture between the Township and the Kiwanis Club for advancing a municipal tree-planting program.

...MOTION CARRIED

R04-2011: 2011-2014 Turf Maintenance Contracts

Larry Devitt, Director of Recreation and Facilities Services, presented the report. He said the contracts are for Elmira and St. Jacobs parks as well as cemetery properties. There were a large number of proponents that bid on each contract and staff is recommending three separate firms for the three separate contracts.

Mr. Devitt noted that approval of the recommendation will create a budget shortfall which will be covered by a re-allocation from the fitness centre.

Council asked if staff usually accept the lowest bid. Mr. Devitt advised it is an important factor. Staff also looks at past history and checks references. The tenders are for mowing and spring/fall clean-up and may include power raking, winter debris pick-up, and leaf removal.

Councillor Poffenroth asked if the contract includes shrub and flowerbed maintenance on boulevards. Mr. Devitt advised it does not cover those areas and that many flowerbeds in Elmira are looked after by the local horticultural society or are maintained by developers. He noted that if there is turf on a boulevard then it is covered under this contract.

Councillor Poffenroth asked who will maintain the South Parkwood boulevards, around the old Township hall in Elmira, and in the Wyatt Street Municipal Parking Lot. Mr. Devitt advised that Recreation staff will be maintaining the beds around the old Township hall but the Wyatt Street Municipal Lot is not part of the contract. He added

that the boulevards along South Parkwood are part of the contract if they are covered with turf but the shrubs are not part of the contract.

In response to a question from Councillor Bauman, staff advised that the contract is based on specifications (i.e. grass height) and an annual contract price.

Mayor Cowan noted the problem of dandelions as a result of the pesticide ban and asked Mr. Devitt to try to have the contractor's cut dandelions before they go to seed. Staff noted that the tender specifications have been altered to ensure the frequency of cut, particularly in the spring and fall, is sufficient so there will be more likelihood that dandelion seeds will be controlled.

Councillor Poffenroth asked staff to ensure the areas that are not handled under the contracts are handled by Recreation staff. Mr. Devitt said staff will discuss areas of responsibility such as the Wyatt Street Municipal Lot. He said that he was not aware of issues with shrubs on the boulevards. Councillor Poffenroth said shrubs need to be trimmed annually.

MOVED BY Councillor Bauman

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich accept the tender bid submitted by Creative Asphalt & Landscape Works, St. Clements for the Elmira Turf Maintenance contract for the years 2011-2014 as follows:

2011 - total price of **\$68,579.51** for a net cost after HST rebate of **\$61,757.98;**
2012 - total price of **\$68,579.51** for a net cost after HST rebate of **\$61,757.98;**
2013 - total price of **\$69,951.21** for a net cost after HST rebate of **\$62,993.23;**
2014 - total price of **\$69,951.21** for a net cost after HST rebate of **\$62,993.23;**

AND FURTHER THAT Council accepts the tender bid submitted by St. Jacobs Property Maintenance Inc., St. Jacobs for the St. Jacobs Turf Maintenance contract for the years 2011-2014 as follows:

2011 - total price of **\$18,687.37** for a net cost after HST rebate of **\$16,828.56;**
2012 - total price of **\$19,221.30** for a net cost after HST rebate of **\$17,309.37;**
2013 - total price of **\$19,755.22** for a net cost after HST rebate of **\$17,790.19;**
2014 - total price of **\$20,289.15** for a net cost after HST rebate of **\$18,271.00;**

AND FURTHER THAT Council accepts the tender bid submitted by Hidden Valley Landscaping Inc., Waterloo for the Cemetery Maintenance contract for the years 2011-2014 as follows:

2011 - total price of \$15,942.76 for a net cost after HST rebate of \$14,356.95;
2012 - total price of \$15,942.76 for a net cost after HST rebate of \$14,356.95;
2013 - total price of \$15,942.76 for a net cost after HST rebate of \$14,356.95;
2014 - total price of \$15,942.76 for a net cost after HST rebate of \$14,356.95.

...MOTION CARRIED

R05-2011: Request for Proposals for Fitness Services at the Woolwich Memorial Centre

Mr. Devitt said this report has come forward as a result of Council's direction to issue a Request for Proposals (RFP) for the fitness centre at the Woolwich Memorial Centre. He said the tender that was issued two years ago did not include a requirement in the contract for a positive revenue stream. The contract has been updated. He highlighted the objectives of the RFP are to general proposals from companies and individuals which include the design, development and implementation of a Township-wide wellness and fitness program. The successful proposals will also include a user-based service which provides and maintains a positive revenue stream towards the overall operation of the Woolwich Memorial Centre.

Mr. Devitt advised that Personal Best has been on a month-by-month contract since August but has decided to withdraw their services as of March 31st. Staff has developed an interim strategy to maintain fitness services until a new provider is found. The RFP will close on April 26th and staff will come back to Council in June with a recommendation for a provider who can hopefully start operations up in August.

In response to questions from Councillor Poffenroth, staff outlined that the RFP will be widely circulated. Staff also explained the weighting factor and the interview process and how it will balance the process and allow the best recommendation to come forward. Staff said the intent is to encourage as many RFPs as possible and they are willing to solicit as many individuals and companies as possible. Staff said they are not focusing on companies that are already established and will look at RFPs from individuals that may wish to start-up a service.

MOVED BY Councillor Poffenroth
SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich directs staff to issue the Request for Proposal for Fitness Centre Services at the Woolwich Memorial Centre based upon a user fee service that delivers quality customer service focused wellness programs and provides and maintains a positive revenue stream towards the overall operation of the Woolwich Memorial Centre.

...MOTION CARRIED

OTHER REPORTS

None.

OTHER BUSINESS

Regional Matters

Mayor Cowan advised that Regional Council approved its budget with a 1.47% increase.

Council Reports and Updates

Mockingbird Drive Reconstruction Open House

Staff clarified that the Open House will be held at Park Manor School in Elmira from 5:00 p.m. to 8:00 p.m. on March 30th.

Outstanding Council Activity List as of March 4, 2011

Sign By-law: The Sign By-law report which asks the current Council to uphold the direction of the previous Council will come forward on April 12th.

Grand River Transit Bus Route 21 to Elmira: Council will hold a public meeting at the May 24th Committee of the Whole meeting. CAO David Brenneman will co-ordinate a collaborative approach with Regional staff to bring forward a report with information that will allow the public to get informed on the issues. The information that Council requested includes: financial information, statistics, ridership, route options, and economic development issues. Staff is to make the report available online and in advance of the meeting

Fitness Centre RFP: The May 24th Committee of the Whole meeting was set as the earliest date the recommendation on a service provider can be presented.

Life Insurance for Volunteer Firefighters: Set for the May 3rd Committee of the Whole Meeting.

Items from Pink Sheets as of March 4, 2011

No items were brought forward for discussion.

CONTINUATION OF CAPITAL BUDGET DISCUSSIONS

Council and Information Services Capital Budget Review:

Christine Broughton, Director of Council and Information Services, reviewed the budget proposed for 2011 and the status of projects that were undertaken under the 2010 Capital Budget.

Council heard of a project to conduct a noise study for B & L Metals in Elmira and how it came about at the direction of the previous Council in response to residents' complaints. Councillor Poffenroth spoke in opposition to spending \$20,000 on a noise study. Mayor Cowan asked when the last noise complaint was received. Ms. Broughton said the most recent complain was received in January of 2011.

Councillor Bauman commented that \$20,000 seems like a lot for a noise study but the noise is a problem for nearby residents. He suggested the neighbours should be directed to work with B & L Metal to see if there's another solution. He said he believes that an easier solution can be found.

MOVED BY Councillor Poffenroth

SECONDED BY Councillor Bauman

THAT the Council of the Township of Woolwich approves in principle the draft 2011 Capital Budget for Council and Information Services with the removal of the expense related to a Noise Study for the B & L Metal property in Elmira.

...MOTION CARRIED

Richard Petherick, Director of Finance, noted that the cost of the noise study was to have been funded from the Capital Contingency Reserve and not the levy so the direction to staff will not affect the levy. The Capital Contingency Reserve is built up by surpluses from previous years. The Reserve is used to give each department a stable level of funding and to allow them to build up funds for future projects.

Fire Department Capital Budget Review:

Chief Rick Pedersen reviewed the Capital items to be purchased in 2011. The purchases mainly involve replacing old or outdated equipment.

Councillor Bauman commented on the proposed cost of \$40,000 for replacement of the Fire Chief's vehicle and asked if there will be a trade-in value. He also asked if the cost is coming out of a reserve or the levy. Chief Pedersen advised that the trade-in value of the car goes back into the equipment reserve. Staff will get quotes for the vehicle and it could come in lower than expected. It is not affecting the levy if a lower priced vehicle is purchased. Councillor Bauman said it is not necessary to spend \$40,000 on the Fire Chief's vehicle. Chief Pedersen noted that the last vehicle cost \$27,000. Councillor Poffenroth suggested the vehicle currently in use could last a few more years if \$12,000 was spent on repairing it. Chief Pedersen said his current vehicle has required many repairs over the years and it looks like more repairs will be needed shortly, so it is time to get rid of the vehicle. Councillor Poffenroth asked if leasing the vehicle is an option. Chief Pedersen said most municipalities do not lease because of mileage restrictions on the leased vehicles. Richard Petherick added that leasing is not cost effective in this case.

In response to a question from Councillor Poffenroth, Chief Pedersen advised he does not take his vehicle home at night. Recently he did have to take it home so that he

could drop it off for repairs the following day. The Deputy Fire Chief does take his work vehicle home because he is on-call.

Councillor Bauman reviewed the Property Maintenance Forecast and expressed concern that staff intend to install a \$200,000 elevator in the St. Jacobs Fire Hall in 2014. He questioned why an elevator would be needed for that facility. Chief Pedersen advised that the elevator is proposed to be installed to make the second floor community use room accessible. Councillor Bauman asked staff to find out if it is essential to install the elevator. Deputy Clerk Val Hummel was directed to investigate and will report back when the 2011 Accessibility Plan is presented.

MOVED BY Councillor Bauman

SECONDED BY Councillor Herteis

THAT Council approves in principle the draft 2011 Capital Budget for the Fire Department.

...CARRIED

Recreation and Facilities Services Capital Budget Review:

Larry Devitt, Director of Recreation and Facilities Services, presented his draft 2011 Capital Budget. He noted that the 2011 playground renewal/trails development project was a need identified by the 2003 Needs Study which led to staff setting an amount of money aside annually for improvements. In 2010, the amount set aside was \$40,000 but in 2011 staff are proposing to set aside \$20,000 which will be used to pay for play equipment or trail improvements of a general nature. Specific items have not been identified at this time.

Councillor Poffenroth suggested the amount to be set aside for park and trail should be further reduced to \$5,000 so that the other funds can be used to restore the Gore Park Bandstand in Elmira that was refurbished at the expense of the Kiwanis Club in 1993. Councillor Bauman said he would not entertain a friendly amendment on this suggestion and that staff should come forward with a full report before a decision is made. In response to a question from Mayor Cowan, Mr. Devitt confirmed that the Township is ultimately responsible for the bandstand. He added that he believes repairs to the bandstand are covered in the 2011 budget as a minor capital item.

Councillor Herteis asked if the Township has set aside money to contribute the "Kate's Cause" accessible playground project. Mr. Devitt said the family has had initial contact with him on the project and indicated they would be raising the money themselves but they have asked for a location.

Referring to Councillor Poffenroth's suggestion to reduce funding for park and trail development, Councillor Bauman expressed a lack of support for reducing funding in this area. He suggested staff should be directed to bring a full report forward that outlines funding options for the bandstand. Council supported his request and Director of Finance Richard Petherick was asked to report back.

In response to a question from Mayor Cowan, Richard Petherick advised that the replacement schedule for vehicles is based on industry standards. Staff will stretch out the life of a vehicle if it is feasible.

Councillor Poffenroth asked what happens to vehicles that are replaced and if the Township gets the best resale price. Staff advised that the vehicles are sold at the Breslau vehicle auction. The vehicles are very worn out by the time they go to auction.

Mayor Cowan asked why a \$335,000 emergency generator is needed for the Woolwich Memorial Centre. Staff advised on the need for the generator stated that the WMC is an emergency evacuation centre.

Councillor Bauman questioned why staff would make upgrades to the second floor of the Administration Office to relocate fire personnel from the St. Jacobs Fire Station if the plan is to eventually move the same staff to the Elmira Fire Hall when it is reconstructed. Chief Pederson responded that the biggest concern with having staff at the St. Jacobs Fire Hall is the lack of a fibreoptic internet connection. There are also security issues. Many meetings are held at the Administration Office and a lot of time is currently being wasted on travelling between the two sites. Once the area is developed on the second floor, it will be used by other staff when the Fire Department moves out.

Councillor Poffenroth inquired about plans for the Kiwanis House in relation to proposed paving work in the vicinity of Lions Hall in Elmira. Larry Devitt advised that the funds currently in the budget are intended to be used to pave the area of the parking lot that lies on the west side of Lions Hall. When staff was designing the Woolwich Memorial Centre, they prepared an overall site plan that expected a certain number of parking spaces and the funds will be used to complete the spaces that still need to be developed. Originally, the Kiwanis House was bought from the Klinck family to be used to expand arena parking and Mr. Devitt said he intends to recommend that Council retain the Kiwanis House as its use is fairly entrenched

MOVED BY Councillor Poffenroth

SECONDED BY Councillor Bauman

THAT Council approves in principle the draft 2011 Capital Budget for Recreation and Facilities Services.

...MOTION CARRIED

CAO David Brenneman noted that the previous Council adopted a method for financing the capital program. Richard Petherick explained that the previous Council established a limit of \$190 per capita debt load limit. Staff is proposing to increase it to \$290 per capita. In the 2011 Capital Budget, staff is proposing to have a modest \$385,400.00 debenture to be paid off using up to 1% of new assessment growth for each year of the debenture. Staff will not be taking on any extraordinary projects and there is no intent to increase the tax rate because of it. He noted that full details are available in his

departmental business plan that was presented to Council at the March 3rd Special Budget Meeting.

Councillor Poffenroth expressed concern about staff's intent to increase the per capital debt load. Mr. Petherick noted that the Township does not have a lot of debt at this time and will continue to have a low debt load even with the debenture which will allow the Township to address some much needed infrastructure needs.

Mr. Brenneman added that the Township entered into a debenture situation with the Capital Facilities program and staff ultimately wants Council to be comfortable. He noted that the previous Council saw it as a prudent and fiscally responsible capital program.

Mr. Petherick advised Council that there is a placeholder in the Capital Budget for a \$6 Million Public Works Facility. Staff can realize approximately \$4.2 Million in development charges but that leaves \$1.7 Million unfunded and the project cannot move forward until that funding is secured. Staff has it in the Capital Forecast to be shovel-ready if funding can be secured.

Councillor Bryant asked for the final tax increase figure. Richard Petherick said the increase is currently 2.44%. For an average home with an assessment of \$225,000, that will result in a \$13.31 increase to the Township's portion of the tax bill. The Township gets 22% of the overall tax bill; the Region of Waterloo claims 56%; the School Board receives 22% for residential property owners (there is a different rate for commercial properties). Mr. Petherick noted that the Township of Woolwich has the second lowest tax rate in the Region of Waterloo.

Mayor Cowan challenged all staff to look for at least 5% in cost savings in 2011 either by finding efficiencies or increasing revenues.

MOVED BY Councillor Bryant

SECONDED BY Councillor Bauman

THAT the Council of the Township of Woolwich approves the Draft 2011 Operating Budget attached as Appendix "B" to Report F01-2011 as amended;

AND FURTHER THAT Council approves the 2011 Draft Capital Budget and Forecast attached as Appendix "C" to Report F01-2011 as amended;

AND FURTHER THAT Council directs staff to bring the 2011 Operating and Capital Budgets forward for final Council approval on April 19, 2011.

...MOTION CARRIED

SECOND READING OF BY-LAWS

The three Fees and Charges By-laws were added to the list of by-laws.

MOVED BY Councillor Bauman
SECONDED BY Councillor Herteis
THAT the by-laws in the hands of the Clerk be read a second time.

...MOTION CARRIED

ADOPTION OF PROCEEDINGS OF THE COMMITTEE OF THE WHOLE

MOVED BY Councillor Bauman
SECONDED BY Councillor Herteis
THAT the Committee of the Whole rise and report to Council.

...MOTION CARRIED

MOVED BY Councillor Bryant
SECONDED BY Councillor Bauman
THAT Council confirms and adopts the proceedings of the Committee of the Whole.

...MOTION CARRIED

FINAL PASSAGE OF BY-LAWS

MOVED BY Councillor Poffenroth
SECONDED BY Councillor Herteis
THAT the following by-laws in the hands of the Clerk be read a third time and finally passed, that they be numbered as By-law Numbers 17-2011 to 23-2011, and that they be signed by the Mayor and Clerk and sealed with the corporate seal.

...MOTION CARRIED

PUBLIC NOTICE

None.

NOTICE OF MOTION

None.


ADJOURNMENT (10:00 p.m.)

MOVED BY Councillor Poffenroth

SECONDED BY Councillor Bryant

THAT the meeting adjourns to meet again in regular session on Tuesday, April 19, 2011.

...MOTION CARRIED



Mayor



Clerk



Chairman, Committee of the Whole