

**TOWNSHIP OF WOOLWICH  
COUNCIL MINUTES  
SEPTEMBER 27, 2011**

Woolwich Township Council met 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

Mayor Cowan opened the meeting in a moment of silence for the Town of Goderich which was hit by a tornado a month ago.

**DISCLOSURES OF PECUNIARY INTEREST**

None.

**RESOLUTIONS TO COME FORWARD FROM CLOSED SESSION**

None.

**MINUTES**

MOVED BY Councillor Herteis

SECONDED BY Councillor Bauman

THAT the following minutes be adopted:

- |                                  |                    |
|----------------------------------|--------------------|
| - Council Minutes                | September 6, 2011  |
| - Committee of the Whole Minutes | September 20, 2011 |

...CARRIED

**PROCLAMATIONS**

None.

**CORRESPONDENCE**

Waterloo Region Crime Prevention Council:

Municipal Crime Prevention Event – October 20 & 21, 2011

Mayor Cowan referred to the correspondence, and asked if Council would be in favor of supporting the event.

MOVED BY Councillor Bauman

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich supports the Waterloo Region Crime Prevention Council's Municipal Crime Prevention, Planning and Place Making in Public Space event in the amount of \$150.00.

...CARRIED

**PRESENTATIONS**

None.

**DELEGATIONS**

Greg Nancekivell, Drainage Superintendent

Re: Request for exemption from By-law 95-2004

Mr. Nancekivell referred to correspondence submitted dated September 21, 2011 which requested an exemption from the current purchasing policies and outlined reasons for the exemption request. Mr. Nancekivell advised that granting the exemption would allow a better service for the landowners.

Richard Petherick, Director of Finance / Treasurer, provided background information on the purchasing policy and advised that staff are willing to work to create criteria including work experience and pricing to establish a preferred contractor list that would allow the drainage superintendent flexibility regarding the policy.

In response to inquiries from Council, Christine Broughton, Director of Council and Information Services / Clerk confirmed that landowners benefitting from the drain pay for maintenance work on the drains. Council directed staff to come back with a report to develop a contractor's list and ranking criteria along with a resolution to allow for some flexibility for the drainage superintendent.

**UNFINISHED BUSINESS**

None.

**INTRODUCTION OF BY-LAWS**

MOVED BY Councillor Herteis

SECONDED BY Councillor Poffenroth

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

- A By-law to further amend Zoning By-law 55-86, of the Township of Woolwich (603048 BC Ltd. – Tubeline)
- A By-law to further amend Zoning By-law 55-86, of the Township of Woolwich (Joan Kron)
- A By-law to confirm all actions and proceedings of the Council (September 6, 2011)

...CARRIED

**COMMITTEE OF THE WHOLE**

MOVED BY Councillor Bryant

SECONDED BY Councillor Bauman

THAT Council convenes into the Committee of the Whole.

...CARRIED

Recommendations from Committee of the Whole

MOVED BY Councillor Bryant

SECONDED BY Councillor Bauman

THAT the Summary of Recommendations of the Committee of the Whole dated September 20, 2011 be adopted as follows:

1. THAT the Council of the Township of Woolwich approve Zone Change Application 5/2011 (Robert and Lisa Shuh) to amend the Agricultural (A) zoning by adding a site-specific provision through a Temporary Use, to permit a mobile home to be located on the property and function as the primary residence for a one year period, concerning a property described as German Company Part Lots 52, 68 and 69, Plan 58R-3333 Part 2, and located at 6515 Line 86, subject to the following:

1. That the amending By-law be in accordance with the proposed By-law attached as Appendix A to Report E40-2011;

AND FURTHER THAT the Zone Change By-law come forward at the time that Mr. Shuh requests it.

2. THAT the Council of the Township of Woolwich approve Zone Change Application 6/2011 for 603048 BC Ltd. (Tubeline) concerning the property at 6455 Reid Woods Drive and described as German Company Tract Part Lots 112 and 113, more specifically described as 58R-12743 Parts 1 to 4, Township of Woolwich, to amend the existing site specific provisions to permit the fabrication of farm related equipment with accessory uses, including sales of associated parts and equipment repairs, subject to the following:

1. That the amending By-law be in accordance with the proposed By-law attached as Appendix 'C' to Report E71-2011;

3. THAT the Council of the Township of Woolwich approves Zone Change Application 10/2010 for Robert Brubacher (Wellington Fertilizer) concerning the property at 7021 Sideroad 5 West, to amend the Agricultural zoning with site specific regulations to permit a fertilizer operation as a Farm Related Use on approximately 0.7 ha., subject to:

1. the amending By-law be in accordance with the proposed By-law attached as Appendix 'C' to Report E73-2011;
2. prior to the passing of the amending by-law, the applicant enter into a site plan agreement, with the Township of Woolwich.

4. THAT the Council of the Township of Woolwich approves Zone Change Application 9/2011 to amend the Agricultural (A) zoning by adding a site-specific provision through a Temporary Use to permit a mobile home (garden suite) for ten years for the property located at 299 St. Charles Street East, subject to the following:

1. That the amending By-law be in accordance with the proposed By-law attached as Appendix A to Report E72-2011;
2. That the By-law be deemed to conform to the Township Official Plan.

...CARRIED

**Staff Reports****E74-2011: Engineering Consultant Selection for the Reconstruction of Ernst Street**

MOVED BY Councillor Bauman

SECONDED BY Councillor Bryant

THAT the Council of the Township of Woolwich award the contract for engineering design services for the complete reconstruction of Ernst Street as shown on Appendix "A" to Report E74-2011 to IBI Group at a total cost of \$32,446.18 after HST rebate;

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

...CARRIED

**Memo: August 31, 2011 Financial Statements – Recreation and Facilities Services**

Richard Petherick, Director of Finance / Treasurer summarized the statement and highlighted areas of potential concern while advising that subsidy issues with the Activenet system have not yet been resolved. Mr. Petherick advised that investigations are being completed to ensure that all expenses are being recorded correctly to ensure that final numbers are true.

In response to inquiries from Council, Mr. Petherick advised that energy conservation methods are being implemented to help counteract the increased costs due to the implementation of smart meters. Councillor Bryant asked that a one page consolidated financial summary for each department could be provided.

**Other Business****Regional Matters**

Mayor Cowan advised that the budget talks are beginning at the Region.

**Council Reports / Updates**

None.

**Resolutions Regarding Closed Meetings**

None.

**Outstanding Council Activity List as of September 23, 2011**

It was noted that with the retirement of Larry Devitt, responsibilities of the Recreation and Facilities Department are being overseen by Brian Detzler, including the skateboard park project.

**Items from Green Pink Sheets as of September 23, 2011**

None.

**DELEGATIONS (con't...)**

Matthew Betik, KPMG Auditors  
Re: F15-2011: 2010 Audited Financial Statements

Richard Petherick, Director of Finance / Treasurer introduced Mr. Betik and summarized the report. Mr. Petherick advised that a report regarding the surplus and deficit will be coming forward in October.

Mr. Betik provided a high level summary of the statement and outlined changes in the way the audit was completed compared to previous years. Mr. Betik advised that although it was noted that the Township needs to follow the purchasing policy, this was not significant to reporting and no significant issues were identified.

MOVED BY Councillor Bryant

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich approves the Consolidated Financial Statements of The Corporation of the Township of Woolwich for the year ended December 31, 2011, attached to report F15-2011.

AND FURTHER THAT the Treasurer be directed to publish in a newspaper having general circulation in the municipality, within sixty (60) days, a notice that the Audited Financial Statements, the Notes to the Financial Statements, the Auditor's Report and 2010/2011 tax rate information will be made available at no cost to any taxpayer or resident upon request.

...CARRIED

Discussion on Noise By-law

Dan Kennaley, Director of Engineering and Planning Services addressed Council regarding questions raised previously regarding the Township's ability to regulate noise. Mr. Kennaley provided Council with a copy of the current Noise By-law and noted that the noise study completed by Tubeline Manufacturing confirms that the operation will meet the noise limits outlined in the By-law.

Second Reading of the By-laws

MOVED BY Councillor Bauman

SECONDED BY Councillor Bryant

THAT the by-laws in the hands of the Clerk be read a second time.

... CARRIED

ADOPTION OF PROCEEDINGS OF THE COMMITTEE OF THE WHOLE

MOVED BY Councillor Poffenroth

SECONDED BY Councillor Herteis

THAT the Committee of the Whole rise and report to Council.

... CARRIED

MOVED BY Councillor Bauman

SECONDED BY Councillor Herteis

THAT Council confirms and adopts the proceedings of the Committee of the Whole.

... CARRIED

**FINAL PASSAGE OF BY-LAWS**

MOVED BY Councillor Herteis

SECONDED BY Councillor Bauman

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 59-2011 to 61-2011, and that they be signed by the Mayor and Clerk and sealed with the corporate seal.

... CARRIED

**PUBLIC NOTICE**

None.

**NOTICE OF MOTION**

None.

**ADJOURNMENT**

MOVED BY Councillor Herteis

SECONDED BY Councillor Poffenroth

THAT the meeting adjourns to meet again in regular session on Tuesday October 18<sup>th</sup>, 2011.

... CARRIED

  
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Mayor  
\_\_\_\_\_  
Clerk  
\_\_\_\_\_  
Chairman, Committee of the Whole