

**TOWNSHIP OF WOOLWICH  
COUNCIL MINUTES  
MARCH 8, 2011**

Woolwich Township Council met in Closed Session at 4:30 p.m. in the Councillors' Office, 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 Bauman

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.

...CARRIED

MOVED BY Councillor Bryant

SECONDED BY Councillor Bauman

THAT Council reconvenes in Regular Session.

...CARRIED

**OPEN SESSION – 7:00 P.M.**

Mayor Cowan welcomed everyone to the meeting and held a moment of recognition for Woolwich Township Firefighters who recently responded to a Birdland-area residential fire with their usual speed and efficiency.

**DISCLOSURE OF PECUNIARY INTEREST**

Councillor Bauman declared a pecuniary interest with respect to any discussion regarding the Fire Department's Operating and Capital Budgets.

**RESOLUTIONS TO COME FORWARD FROM CLOSED SESSION**

None.

**MINUTES**

Council received corrections to pages 7, 12 and 13 of the Committee of the Whole minutes of February 22<sup>nd</sup> as follows:

- Page 7: The resolution to defer the grant request of the Maryhill Playgroup was changed to reflect that the amount of the request is \$1,037.00
- Page 12: Discussion regarding the Working Centre Mayor's Dinner was corrected in regards to comments Councillor Bauman made about the purchase of tickets.
- Page 13: The resolution for the purchase of tickets for the Working Centre Mayor's Dinner was corrected to reflect that staff is to purchase tickets for a table of 8.

MOVED BY Councillor Herteis

SECONDED BY Councillor Poffenroth

THAT the following minutes be adopted as amended:

- Council Minutes February 7, 2011
- Committee of the Whole Minutes February 22, 2011

...CARRIED

### **PROCLAMATIONS**

None.

### **PRESENTATIONS**

None.

### **CORRESPONDENCE**

None.

### **DELEGATIONS**

#### **Lisa Thompson and Brian Page, City of Kitchener Crime Prevention & Site Plan Development**

Lisa Thompson and Brian Page provided information on Kitchener's CPTED Program. CPTED stands for "Crime Prevention Through Environmental Design". In response to a question from Councillor Bauman, Mr. Page advised that the design principles have not yet been applied for residences although City of Kitchener staff are trying to encourage better design principles. Councillor Bauman noted that Dave Gosnay, a previous Planning Director of the Township, implemented design façade requirements for residential homes and Woolwich would be open to sharing those principles with Kitchener.

Council considered the idea of directing staff to incorporate CPTED design principles in Woolwich Township. C.A.O. David Brenneman responded that Council is about to enter its first Strategic Planning session and the concept of incorporating CPTED design into local Woolwich urban design guidelines could be added as a discussion point. Council agreed that it will be handled this way, and they thanked the delegation for the information.

#### **Lisa Nadon: Update on Activities of the Breslau Recreation Association**

Ms. Nadon outlined the many activities that the Breslau Recreation Association has been involved with during the last several years. She provided history on how Breslau Park was established in 1947 and how it has always been run by a volunteer board. The volunteers are responsible for maintenance, garbage removal, grooming and scheduling. An ice rink was built

and maintained by volunteer Tim Dick over this past winter. The community raised funds to contribute towards the new community centre. Their target amount was \$350,000 but Breslau raised over \$402,000 to contribute towards the construction of the building. On behalf of the Recreation Association, Ms. Nadon thanked the many businesses and residents that contributed. The grand opening of the new community centre was held in March of 2010 and there are no over 35 programs offered at the centre for youth and adults. The Recreation Association hosts bi-monthly breakfasts with the next being on April 10<sup>th</sup>. They hold Halloween and Christmas events as well as an annual family fun day. Ms. Nadon explained how the Recreation Association has partnered with Woolwich Youth Soccer and the Waterloo Region Library. The park and community centre allows the community to connect with the Recreation Association and with Woolwich Township. A newsletter is distributed and has become a major communication tool. Ms. Nadon concluded by expressing appreciation for the work of all of their dedicated volunteers.

Council commended the Recreation Association for its work and thanked Ms. Nadon for presenting the update.

Laurie Breed: Jigs Hollow Gravel Pit Application

This issue was postponed at the request of the delegation.

Tim Height of Tiger Paw Exotics; Larry Witzel of the Ontario Livestock Exchange (OLEX):  
Odd and Unusual Sale, Request for Exemption from Provisions of the Animal Control By-law

Tim Height of Tiger Paw Exotics and Larry Witzel of the Ontario Livestock Exchange appeared before Council to request that Council reinstate an exemption in the Animal Control By-law for the twice-yearly Odd and Unusual Sale. Mr. Witzel stated he is the President of OLEX and has allowed the Odd and Unusual Sale to run at his site for approximately 10 years. There was never any controversy until a few years about when someone complained to the Township about safety concerns at the show. He went on to explain how, approximately one year ago, the previous Council presented a restricted list of what could be sold at the Odd and Unusual Sale. At that time, they approached the Mayor to ask for permission to use video presentation to display for sale animals that were prohibited by the by-law. Mr. Witzel said he believed that Council had backed the Mayor so video presentation was carried out at the Spring 2010 sale with the request from Deputy Clerk Val Hummel that Mr. Witzel and Mr. Height return to Council to ask for formal approval of video presentation. They have now returned to ask Council to resolve their outstanding issues.

Tim Height provided a history of how he started the Odd and Unusual Sale in the Niagara Region but moved it to OLEX for safety. He stated that the OLEX facility is excellent and is one of the best he has seen in Canada. Mr. Height said the safety issue is his utmost concern and when it came up, he and Mr. Witzel came to Council and were granted an exemption to the Exotic Pets By-law for the sale and also to display animals at the Elmira Fair. Mr. Height went on to describe how the Exotic Animal By-law was incorporated into the Animal Control By-law and the exemption was not included in the new by-law. Neither he nor Mr. Witzel were informed that the by-law was being amended or that they had lost their exemption. Approximately one year ago, one person complained to the Township about the show, and he came to Council to ask for the exemption to be reinstated. He noted that the complainant did not show up at the meeting where the request was considered, although several animal rights groups were represented. He said it was his understanding that the issue before Council last year was

safety. He said he has had no incidents and his event is 100% safe. He said the request he is making to Council now is to have the exemption back.

Mr. Height said in 2010, he received a list of animals that he could and could not display. His event is self-policing. For example, he has turned down requests to allow lions and tigers to be sold at his auction. At each sale, participants are cautioned about by-laws in the Township and he has never had an issue where someone bought an animal, took it home and had it confiscated. He said he promotes responsible animal ownership, and the Odd and Unusual Sale is not a pet show. He has had no incidents or infractions yet feels he is being penalized. He told Council that he is not asking Council to take a risk; he will take the risk.

Mr. Height noted that he has experienced a 50% drop in attendance and a 60% drop in animals since the restrictions came into place last year. He noted that lower attendance results in lower spending of visitors at area stores, hotels and at the farmers market.

Mr. Height said he is not trying to make waves and he is doing something that is legal. He has held the sale for 10 years and has never had an issue. He asked for permission to go back to the original full by-law exemption and asked Council to let him do what he can do, and to police himself. He asked Council to look at his record and to reinstate the full exemption. Mr. Height noted that the animals that don't come to the sale are still out there, and Council is promoting a black market if the prohibition continues and that's when animal cruelty issues occur. He said his sale promotes responsible animal ownership and he again requested the by-law exemption.

Councillor Bryant asked what types of animals would be sold. Mr. Height listed animals such as camels, donkeys, zebras, cavies, capabaras, and reptiles such as lizards, smaller sized snakes and lemurs. Mayor Cowan asked if any illegal animals would be sold. Mr. Height advised that all animals are legal.

Councillor Bauman commented that it was his understanding that this issue had been finalized by the previous Council. He said the delegation has been consistent with last minute requests to Council in advance of upcoming sales which are usually in April and in the fall. Councillor Bauman said it is unfair to the current Council to be asked to make a decision with no background information. When Council is prepared to make a decision, it will be a long evening with many delegations so the best thing to do would be to direct staff to work with the delegation to schedule a meeting with a report and background information at a meeting in approximately 3 months considering the report approval process is 5-6 weeks. Councillor Bauman said he would not support making a decision on this issue now and he asked that staff be directed to revisit the issue.

In response to a question from Mayor Cowan, CAO David Brenneman acknowledged that staff did do a report on this issue before. Christine Broughton, Director of Council and Information Services, added that there were two reports and two meetings in 2010 with many delegations, and that staff were not in support of the exemption. Mayor Cowan questioned why staff was opposed. Ms. Broughton advised that there were safety concerns; the staff reports were detailed and she recommended that Council direct staff to bring forward a report before a decision is made.

Councillor Poffenroth questioned what is currently not allowed. Ms. Broughton said the current by-law does not allow for the Odd and Unusual Sale. When someone wants to sell an animal listed as "exotic" in the Animal Control By-law, they must come to Council to ask for an exemption.

Councillor Bauman said most members of the current Council are new and there is lots of information needed to get them up to speed. He said it is unfortunate that the issue of video presentation was not dealt with and resolved last fall. He would support giving direction to have Council and Information Services staff bring another report forward. He commented that he cannot support any changes until that time. Mayor Cowan said he would hope that it would not take three months to get the issue back before Council if staff has already done a report.

Council directed staff to prepare and present a report with background information to Council within three months or as soon as possible. Mr. Height requested that he and Mr. Witzel be kept informed of when that report will come forward. He noted that he was not notified when the Animal Control By-law was amended.

Paul Vanderzaden spoke in support of the Odd and Unusual sale held by Mr. Height and Mrs. Witzel. He said he has a large commercial turkey farm in the Niagara area and also raises exotic animals. When he heard that the Odd and Unusual Sale was in jeopardy, he was concerned that the sale will be moved to a different location. His family has enjoyed coming to the St. Jacobs area for 9 years to see the show, and he spoke of the economic spinoffs that will be lost if the sale patrons have to go elsewhere. He said he feels that Mr. Height runs a well-organized and safe sale and has always made sure the animals are handled with the utmost care. All cages and boxes must be up to Mr. Heights standards and the animals safe and secure. He said he will not mind if the event changes location because he will not have to deal with OSPCA and activist groups anymore, but people come from Ontario and Quebec to see the show and a lot of money is spent in the area when the sale is held. Regarding the comment that the delegation shows up at the last minute, Mr. Vanderzaden reminded Council that Mr. Height was not informed when the Animal Control By-law was amended and he lost his exemption. As soon as they were informed the by-law had been changed, they immediately approached Council to ask for the exemption back. He said he has been involved with the sale and has seen Mr. Height turn away animals as well as people who were not treating animals properly. He concluded by saying the sale could be held in another township but it will be missed if not held in this area.

Mayor assured Mr. Vanderzaden that Council will listen to both sides of the argument and will wait for the report to come forward. He added that Mr. Height and Mr. Witzel will be kept informed. Mayor Cowan added that Mr. Vanderzaden will realize it was a done deal by the time this Council was aware of it when he reads the report.

Mayor Cowan thanked the delegations and noted that Council also received correspondence from the World Society for the Protection of Animals, Zoocheck, Erika Ritter, Jen Middleton and Ismail Hirji.

### **UNFINISHED BUSINESS**

None.

### **INTRODUCTION OF BY-LAWS**

MOVED BY Councillor Bauman

SECONDED BY Councillor Bryant

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

- A By-law to temporarily close a portion of Mill Street, Wyatt Street, Walker Street, Dunke Street, James Street, Park Avenue, South Street and Hampton Street, Township of Woolwich (Elmira Maple Syrup Festival)
- A By-law to exempt the property at 1051 Buggy Lane from By-law 13-2010 as amended being an Interim Control By-law, of the Township of Woolwich
- A By-law to confirm and adopt all proceedings of Council (February 7, 2011)
- Being a by-law passed pursuant to the provisions of Section 38 of the Planning Act, R.S.O. 1990, c. P. 13, as amended, to provide for the Amendment of By-law No. 13-2010 to extend the period of time that such Interim Control By-law will be in effect (West Montrose Cultural Heritage Landscape Study)

...CARRIED

### **RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE**

Correction to Item 3, Maryhill Playgroup. The dollar value of the deferred grant request was corrected and changed to \$1,037.

MOVED BY Councillor Herteis

SECONDED BY Councillor Poffenroth

THAT the Summary of Recommendations of the Committee of the Whole dated February 22, 2011 be adopted as amended:

1. THAT the Council of the Township of Woolwich endorses St. Jacobs Country's request to the Ministry of Transportation (MTO) to add "St. Jacobs" on the overhead MTO vehicular directional signs on Highway 8 (approaching the Highway 7 and Highway 85 interchange) and the ramp from Highway 8 to Highway 7 and Highway 85 North which will result in clearer directions and improved vehicular safety.
2. THAT Council defer further discussion about the request of Woolwich Community Services for a grant of \$25,618 for the Youth Centre until the budget discussion on March 3, 2011.
3. THAT Council defer further discussion about the request of Maryhill Playgroup for a grant of \$1,037 until the budget discussion on March 3, 2011.
4. THAT Council approve-in-principle the following community grant requests totalling \$25,686 for 2011 subject to final Operating Budget deliberations:

– Woolwich Community Services - General	\$9,939
– Community Care Concepts of Woolwich	4,000
– Woolwich Counselling Centre	5,000
– School Safety Patrol	1,637
– Breslau, Bloomingdale Maryhill Band	760
– Historical Society of St. Boniface and Maryhill Community	700
– District 26 Senior Games	750
– Elmira & District Association for Community Living	500
– Special Assistance/Special Event Grants	1,500

– Travel Assistance Grants 900

5. THAT the Council of the Township of Woolwich approves and adopts the Strategic Plan development process outlined in Report A02-2011.
6. THAT the Council of the Township of Woolwich adopts the Code of Conduct attached as Appendix "A" to Report A04-2011 with Principle 7 amended to include the CAO.
7. THAT Council of the Township of Woolwich approves the closure of the following streets to vehicular traffic on Saturday, April 2<sup>nd</sup>, 2011 from 1:00 a.m. to 8:00 p.m.;
  1. Hampton Street (South Street West to Snyder Avenue);
  2. Wyatt Street (Hampton Street to Memorial Avenue);
  3. James Street (Snyder Avenue to Hampton Street);
  4. Park Avenue (Snyder Avenue to Memorial Avenue);
  5. South Street East (Arthur Street South to Memorial Avenue);
  6. South Street West (West of Snyder Avenue);
  7. Walker Street (Church Street West to Hampton Street);
  8. Dunke Street (Church Street West to Hampton Street);
  9. Mill Street (Arthur Street South to Memorial Avenue);

AND FURTHER THAT the Mill Street Municipal Parking Lot be closed on Friday, April 1<sup>st</sup>, 2011 from 11:00 p.m. until 8:00 p.m. on Saturday, April 2<sup>nd</sup>, 2011;

AND FURTHER THAT the southwest portion of the Wyatt Street Municipal Lot be closed and no parking be permitted along the buggy shed from 5:00 p.m. on Thursday March 31<sup>st</sup>, 2011 until 8:00 p.m. on Saturday, April 2<sup>nd</sup>, 2011.

AND FURTHER THAT the Woolwich Memorial Centre parking lot and the parking lot east of Lion's Hall be closed from 11:00 p.m. on Friday, April 1<sup>st</sup>, 2011 until 8:00 p.m. on Saturday, April 2<sup>nd</sup>, 2011.

AND FURTHER THAT Council adopts the By-law attached as Appendix B to Report E19-2011.

8. THAT the Council of the Township of Woolwich approves the Draft 2011 Water and Wastewater Budgets attached to Report F03-2011 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 F03-2011 as Appendix "C" and Appendix "D".

AND FURTHER THAT Council directs staff to bring the 2011 Water and Wastewater Budgets forward for final Council approval on March 29, 2011.

9. THAT the Council of the Township of Woolwich directs staff to purchase tickets for a table for 8 at the Working Centre Mayor's Dinner at a cost of \$640.00.

- 10. THAT the Council of the Township of Woolwich directs staff to bring forward information about correspondence from Simon Schotsman dated February 8, 2011 to Waterloo North Hydro at its upcoming general meeting regarding Provincial interest in the development of wind and solar power.

...CARRIED

**COMMITTEE OF THE WHOLE**

MOVED BY Councillor Poffenroth  
 SECONDED BY Councillor Bauman  
 THAT Council convene into the Committee of the Whole.

...CARRIED

**STAFF REPORTS**

C14-2011: Sign By-law

MOVED BY Councillor Bauman  
 SECONDED BY Councillor Bryant  
 THAT Council defers discussion on Report C14-2011: Sign By-law to the April 12<sup>th</sup> Committee of the Whole meeting.

...CARRIED

E18-2011: Interim Control By-law Exemption – Clare M. and Verna Martin (1051 Buggy Lane)

Senior Planner Jeremy Vink presented the report noting that the applicant would like permission to place a roof over a trench silo manure yard at the end of Buggy Lane. Staff have no objections to the request. Mr. Vink noted that the applicant is still required to go through the Minor Variance approval process.

Councillor Bauman noted the end of Buggy Lane is an unopened right-of-way that the Township does not maintain, and he suggested staff should look at it to see if it is surplus and can be sold.

MOVED BY Councillor Herteis  
 SECONDED BY Councillor Bryant  
 THAT the Council of the Township of Woolwich exempts the property at 1051 Buggy Lane from the Interim Control By-law Number 13-2010, as amended (West Montrose Cultural Heritage Landscape Study), to allow the proposed construction of a roof over the existing manure yard and trench silo, subject to:

1. The approval of the Minor Variance by the Committee of Adjustment; and
2. That the approvals are generally in keeping with the information provided by the applicant.

...CARRIED

E14-2011: West Montrose Cultural Heritage Landscape (CHL) Study

Jeremy Vink presented the report and outlined that the recommendation is to move forward with implementing the CHL study. Staff needs Council's direction to go through the process of the

Official Plan Amendment and also to extend the interim control by-law to take it to a full one-year extension ending February 2012.

MOVED BY Councillor Bryant

SECONDED BY Councillor Poffenroth

THAT the Council of the Township of Woolwich directs staff to process an Official Plan Amendment in accordance with the Planning Act to designate and protect the lands as proposed in Appendix "D" as the West Montrose Cultural Heritage Landscape;

AND FURTHER THAT Council pass the necessary by-law to extend the West Montrose interim control by-law for an additional period of one year to facilitate the preparation and consideration of the above-noted Official Plan Amendment.

*Discussion on the Motion:*

Councillor Bauman said he supports the by-law but has issues with it. He said what bothers him the most is that he finds the shape of the boundary is obscure and he said it looks like it may be designed specifically to prevent gravel pits. He said Council is going down a slippery slope if that's the case, and it will be hard to defend the boundary at the Ontario Municipal Board (OMB). He referred to a report submitted by Professor Shipley and noted that the report was submitted before any gravel pit applications came in to the Township and the boundaries proposed in that report would be easier to defend. He referred to the map on page 78R of the Council information package and stated he likes it but thinks that the newer built-up part of West Montrose should be added. Councillor Bauman stated he could not support the boundaries as currently presented for approval. He noted that farmers have raised concern about the potential for extra costs and how the CHL will affect their ability to make changes. Councillor Bauman said he would like to see working that specifies that farmers will not have any more financial impositions on their properties. He added that keeping farms viable is the best way to preserve the heritage and appeal of the area. He asked for boundary changes and encouraged staff to come back with that along with a building permit provision.

Jeremy Vink noted that the Official Plan process will allow public input and an opportunity for refinement but the issue needs to move forward. He said staff has struggled to make it clear to the public that this is not about a gravel pit; it is purely a CHL issue. With respect to wording about the building permit process, Mr. Vink said staff will take it under advisement. Currently only something that requires a Planning Act approval, such as a minor variance or consent application, would be caught. Building permits would not be affected by the CHL. CAO David Brenneman emphasized this is only the start of the process and changes can be incorporated at the will of Council while going through the Official Plan Amendment process. He stated there will be lots of opportunities for discussion and debate to come.

Councillor Bauman noted that, while staff say this is "anti-gravel pit", the perception is out there that it is and Council could be weakening its position by going with the current boundaries that appear anti-gravel pit. Councillor Bauman said he would like to include the newer built-up area within the boundary. He said he feels it is hypocritical to leave that area out when it is so close and visible to the bridge. He would prefer to see the first part of the recommendation dropped and only the by-law extended.

Jeremy Vink referred to the current proposed boundary and stated it does not mean that there would not be the potential for someone to do a Planning Act application that would require an assessment of the CHL that they are in proximity to. Staff are saying that the other areas do not

warrant being within the CHL. Staff is trying to seek direction and the process has moved quite far in this direction and staff now needs Council to tell them whether or not to keep going through the formal process, otherwise it falls by the wayside. Staff and Council can work out the details of the final document, but staff needs direction tonight that will allow them to move forward.

Councillor Bryant said she would like to move forward and she would also like to see something done about Winterbourne which has a heritage bridge on a heritage river and a Mennonite population. She concluded it is important to move forward on both, but at least on the one currently being discussed.

Mayor Cowan asked if other areas such as Winterbourne also have a potential for a CHL designation. Jeremy Vink advised that staff have not assessed any other areas and have focused on West Montrose because that was the direction of the previous Council and was in his department's Business Plan. However, there is potential for other CHL designations and each would have to be assessed individually.

...CARRIED

## **OTHER BUSINESS**

### **Report on Rural Ontario Municipalities' Association (ROMA) Conference 2011::**

Mayor Cowan reported that he attended the conference and discussed local issues with the Minister of Tourism and Culture, the Minister of Community Safety and Correctional Services regarding fire issues and regulations, and he discussed the proposed Bio-En facility with both the Minister of Energy and the Minister of Environment.

## **Regional Matters**

### **Temporary Continuation of Bus Route 21 – Elmira to Conestoga Mall**

Mayor Cowan noted that Regional Council recently approved the temporary continuation of the bus service until December 31, 2011 as a pilot process with no cost to Woolwich Township. Mayor Cowan has a copy of the Regional report for any member of Council if requested. He has spoken to Regional Transit about increasing ridership, and he said Woolwich Township Council needs to look at options in the interim.

Councillor Bauman noted that Council was caught off guard at the last meeting when the delegation of Regional staff provided an unexpected cost per household for the service. He said the 9 month extension is great but cautioned that Council must not miss the opportunity to look at options. He said Council should let people come and give input, and Council should look at route improvements, and this should be completed before summer. He suggested the item be added to Council's outstanding activity list.\*

*\*Note: later in the meeting, staff was directed to place this issue on the March 22<sup>nd</sup> Committee of the Whole agenda for discussion.*

## **OTHER REPORTS**

None.

## STAFF REPORTS

### 2011 Draft Budget Continued

The Operating Budgets of Council, the Chief Administrative Officer, and Council and Information Services were approved at the Special Council Meeting of March 3, 2011.

#### Finance Department Operating Budget:

In response to questions from Council, Director of Finance Richard Petherick provided the following additional details:

- The GRT revenue is for bus ticket sales;
- A high level explanation of grants in lieu was provided;
- The June-May vacation schedule conflicts with the January-December pay schedule and causes full-time salaries to be slightly more than the budgeted amount; it will not be easy to change the vacation schedule but it will be looked at.
- Before taxes are written off, they are brought to Council for formal approval;
- Staff hopes to have greater supplementaries than tax write-offs each year but cannot control what happens so they try to make the budget revenue neutral;
- Penalty and interest is charged on unpaid taxes;
- Supplementary taxes are billed out when the Municipal Property Assessment Corporation catches up on newly constructed homes and starts assessing the home instead of just the land;
- The amount of approximately \$169,000 for "other costs" is for insurance claims and premiums and both are covered by a transfer in from the Insurance Reserve;
- If Council approves the Finance Operating Budget, it is giving approval to the new Financial Analyst position with final approval coming when the Operating Budget is approved in whole. Approximately \$42,000 has been budgeted for the salary for that position to year end. The salary is outlined on the Staffing Request Form and is listed as \$47,377 - \$57,777 with benefits of \$15,000 and furniture and equipment costs of \$6,000.

MOVED BY Councillor Bryant

SECONDED BY Councillor Herteis

THAT Council approve the Finance Division Operating Budget.

...CARRIED

\*Councillor Bauman left the meeting.

#### Fire Department Operating Budget:

Fire Chief Rick Pedersen provided the following comments in response to questions from Council:

- Twelve volunteer firefighters are to be hired for the Breslau Sub-Station; training costs will be increased this year.

- With the Fire budget, it is hard to predict how many fires will occur and how many volunteers will attend each event. They could look at doing a 4-year average. Call volumes have been dropping.

*Fire Services Agreement with the Township of Wellesley:*

Councillor Bryant noted that \$34,000 was cut from the Fire Operating Budget at the March 3<sup>rd</sup> Special Council meeting for a Fire Service Agreement with Wellesley Township; she questioned how important it is to have the Fire Service Agreement in place. Chief Pederson advised that direction for the agreement came through the Fire Master Plan. He has met twice with Wellesley's Fire Chief regarding the potential for a service agreement that would cut response time from 13 minutes to 10 minutes. Chief Pederson noted that there has been no demand from the public for the service agreement. Council decided that the potential for a fire service agreement needs to be put into a Council-endorsed proposal and forwarded to Wellesley Township Council.

MOVED BY Councillor Bryant

SECONDED BY Councillor Herteis

THAT the Council of the Township of Woolwich directs the Fire Chief to put together a proposal for a service agreement with the Township of Wellesley to bolster response times for Heidelberg;

AND FURTHER THAT the proposal to be brought back to Council for endorsement and then forwarded to the Council of the Township of Wellesley for consideration.

...CARRIED

Council approved the overall Fire Department budget by a show of hands.

\*Councillor Bauman re-entered the meeting.

Engineering and Planning Services Operating Budget:

In response to questions from Council, the following additional comments were provided by staff:

- The \$50,000 that was to be put in the budget to pave Jigs Hollow is part of the Capital Budget;
- The budget for Planning Operations will be reduced by the cuts that were made at the March 3<sup>rd</sup> Special Council meeting;
- The Committee of Adjustment budget is based on an estimate of the expected number of meetings with all members attending but what ends up happening with the budget depends on the number of incoming applications. Staff time is also included in that budget.

*Criteria for Snow clearing Operations:*

Councillor Bauman noted that the budget for snow clearing operations has already been cut by \$26,000. He would like staff to bring forward the criteria for snow clearing to ensure it is appropriate. He said Operations Staff do an excellent job of keeping Woolwich Township roads clear but he noted that a snowplow went by his home last Saturday morning at 7:30 a.m. when only 1 cm of snow had fallen so he is wondering if Woolwich does too good of a job clearing its

roads compared to other municipalities. Councillor Bauman asked how much it costs to do one round of road clearing. Rod Kruger, Manager of Operations, said the cost varies depending on the type of snow and ice that needs to be cleared. There are 7 routes which can take 5-8 hours each. Eleven staff members handle snow clearing. It can be sunny in Elmira with blowing conditions in the rural areas making travel difficult and requiring attention. Township staff depends on the Region of Waterloo as an early warning system when making the decision to send crews out. Sometimes only a couple of routes are cleared. Last year the Township was under budget for snow clearing operations and that led to the proposal to cut \$26,000 from the budget this year, but a few ice storms back to back could cost a fortune.

Mayor Cowan asked if the Province has minimum maintenance standards. Mr. Kruger replied that it does. Whatever standard a municipality had on the date that the Provincial minimum maintenance standards were adopted became the standard that the municipality had to stay with. If the standards are to be reduced, the municipality must get public input and Council approval.

Councillor Bauman acknowledged that winter control is similar to fire calls in that the budget is an estimate of events. He said his concern is frequency of snow clearing and he wants Council to review the current standards to ensure Woolwich is not being over zealous. He said Council needs to look for areas that can be improved and for areas where savings and efficiencies can be found; it might mean 1-2 plowings less a year. He does not want to micromanage but feels Council should review the overall maintenance standards.

*Sidewalk Snow clearing:*

Councillor Herteis questioned if the Township can train 1-2 of its staff members to take over sidewalk snow clearing in Elmira considering she has heard a number of complaints about the contractor. Rod Kruger advised that the contract is for three years and Council can review it when the contract is up. If Council decides to train staff, Mr. Kruger noted they would also have to look at buying 2-3 sidewalk snowplows with attachments and would have to hire staff since all Operations Staff currently drive snowplows and are also dealing with the water/wastewater distribution system. The alternative would be to have Operations staff clear the sidewalks 2-3 days after the end of a snowfall.

Councillor Herteis expressed concern about the conflict that occurs between road and sidewalk snowplows, especially on curb face sidewalks where the snow is pushed back and forth between the two. Rod Kruger said this is also a concern for staff and they do try to co-ordinate clearing efforts and snow loading. Councillor Herteis said she raised the issue because a concern that came from a constituent who found their elderly parent having to walk on the road because the sidewalk had too much snow on it. Mr. Kruger noted that the Township's Road Supervisor co-ordinates the program and does have the contractor go back out to clear problem areas but it's not perfect. Councillor Herteis said there needs to be a little more effort made.

Councillor Poffenroth asked how the sidewalk snow clearing contractors are paid. Staff advised they are paid hourly according to the contract and are called out by the Township. There is no standby pay for this contract.

*Request to Discontinue Clearing Snow from a portion of the St. Jacobs Municipal Parking Lot:*

In response to a suggestion by Councillor Bauman, staff will speak to the parking lot snow clearing contractor and request that the part of the municipal lot on the east side of the fire hall

not be cleared of snow in winter. This parking area is seldom used except by people who are walking the trail, and has been plowed regularly. The contractor can plow a bank of snow to create a barrier, and snow fencing is not necessary.

The Engineering and Planning Services Operating Budget was approved by Council by a show of hands.

Final Operating and Capital Budget discussions will occur at the March 22 Committee of the Whole meeting.

## **OTHER BUSINESS**

### **Council Reports and Updates**

#### **Vision 2010 Tree Planting Project**

Councillor Bauman advised Council and staff of an event being organized by Inge Rinne and TWEEC called Vision 2010. The concept involves planting 250,000 in Woolwich Township over the next 10 years and partnering with new and existing groups to fulfill the vision. A kick-off will be held at St. Jacobs Country Gardens on March 21, 2010 at 7:00 p.m. The program is modeled after the County of Wellington's Green Legacy Program and a representative from that program will be speaking at the event.

#### **Grand River Conservation Authority (GRCA) – TWEEC Partnership**

Mayor Cowan noted there is a GRCA meeting on March 10<sup>th</sup>. He said the GRCA gets 250,000 trees a year to plant and he has suggested they could look at partnering with the Township of Woolwich Environmental Enhancement Committee (TWEEC) and he is supposed to get more information. He will speak to Councillor Bauman prior to the meeting.

#### **Kiwanis Tree-Planting Proposal**

Councillor Poffenroth noted that the Township has budgeted \$7,500 to plant trees along Oriole Parkway. He advised that the Kiwanis Club has offered to plant the trees for half that cost if they can use the other half of the budgeted funds to plant another 30 trees somewhere else. He asked for Council's blessing on the request. Councillor Bauman said he supports the offer but it should come forward under a staff report or memo and a proper vote held. This will protect the interests of the Kiwanis Club since tax dollars are involved. Staff was directed to bring a memo forward to the March 22<sup>nd</sup> Committee of the Whole meeting or the March 29<sup>th</sup> Council meeting.

### **Outstanding Council Activity List as of March 4, 2011**

Council directed staff to add a discussion about Grand River Transit Route 21 to the March 22<sup>nd</sup> Committee of the Whole agenda.

### **Items from Pink Sheets as of March 4, 2011**

No items were brought forward for discussion.

**SECOND READING OF BY-LAWS**

Councillor Bauman expressed support for the CHL Study and said he is in favour of extending the interim control by-law but has concerns with the proposal. He asked if the by-law includes the proposal itself and if it should be voted on separately. CAO David Brenneman stated the by-law does not include the Official Plan Amendment process; the by-law deals with the extension of the interim control by-law. Councillor Bauman agreed that the by-law did not have to be voted on separately.

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

...CARRIED

MOVED BY Councillor Bryant  
SECONDED BY Councillor Herteis  
THAT Council confirm and adopt the proceedings of the Committee of the Whole.

...CARRIED

**FINAL PASSAGE OF BY-LAWS**

MOVED BY Councillor Poffenroth  
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 13-2011 to 16-2011, and that they be signed by the Mayor and Clerk and sealed with the corporate seal.

...CARRIED

**PUBLIC NOTICE**

None.

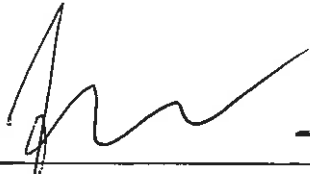
**NOTICE OF MOTION**

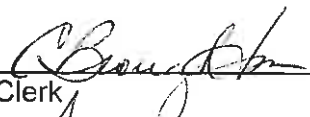
None.

**ADJOURNMENT**

On the motion of Councillor Poffenroth, the meeting adjourned at 10:00 p.m. to meet again in regular session on Tuesday, March 29, 2011.

...CARRIED

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk

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