

**Township of Woolwich
Council Minutes**

Tuesday, November 21, 2023

7:00 PM

**Council Chambers – Hybrid with YouTube Livestream
24 Church Street West, Elmira**

Present from Council: Mayor Shantz (Chairperson)
Councillor Burgess
Councillor Bryant
Councillor Cadeau
Councillor Schwindt
Councillor Grant

Present from Staff: David Brenneman, Chief Administrative Officer
Jeff Smith, Director of Corporate Services/Clerk
Deanne Friess, Director of Development Services
Richard Petherick, Director of Financial Services/Treasurer
Jared Puppe, Director of Infrastructure Services
Ann McArthur, Director of Recreation and Community Services
Thomas van der Hoff, Deputy Director of Recreation and
Community Services
Lori Fox, Manager of Development Engineering
Sherwin Meloney, Planner*
Jeremy Vink, Manager of Planning
Nick Racanelli, Chief Building Official*
Alex Smyth, Deputy Clerk
Craig Eveson, Deputy Fire Chief*
Tanya Bettridge, Council and Committee Support Specialist
Meet Patel, IT HelpDesk/Support Representative

**indicates remote participation*

Public Resolution to Move into Closed Session (6:15 P.M.)

Moved by Councillor Bryant

Seconded by Councillor Grant

That the Council of the Township of Woolwich convenes in closed session on Tuesday, November 21, 2023 at 6:15 p.m. in accordance with section 239 (2) of the Municipal Act, 2001, for the purposes of considering the following:

1. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose; a proposed or pending acquisition or disposition of land by the municipality or local board (Property Matter); and
2. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Legal Matter).

...Carried.

Public Resolution to Reconvene in Open Session (7:00 P.M.)

Motion by Councillor Grant
Seconded by Councillor Cadeau
That Council reconvenes in open session.

...Carried

Land Acknowledgement

Mayor Shantz read a land acknowledgement.

Moment of Silence

Council observed a moment of silence.

Disclosures of Pecuniary Interest

None.

Items From Closed Session

None.

Adoption of Minutes

Clerk Jeff Smith, noted a possible omission from the October 24, 2023 minutes.

Moved by Councillor Bryant
Seconded by Councillor Grant
That the following minutes be adopted:

- Council Minutes – October 24, 2023 – as amended
- Special Council – Planning Minutes – November 7, 2023
- Committee of the Whole Minutes – November 14, 2023

...Carried

Public Meeting

None.

Presentations

None.

Delegations**R11-2023: 22 Mockingbird Update (former Regional Daycare facility) – Proposed Lease Creative Beginnings Non-profit Daycare**

Delegate Christa O'Connor of Creative Beginnings Childcare Centre highlighted the gap in childcare spaces across the Region, the history of Creative Beginnings as a not-for-profit childcare centre, and the focus of its programming. Ms. O'Connor discussed the shortage of childcare spaces and the long waitlist for 0-4 year olds and how Creative Beginnings would contribute to providing both childcare and employment opportunities to the Woolwich community.

Council discussed timelines for the building to be ready, prioritizing Woolwich residents and how the centre would serve underrepresented groups and low-income families.

Motion by Councillor Grant

Seconded by Councillor Cadeau

That the Council of the Township of Woolwich, in consideration of Report R11-2023 respecting 22 Mockingbird Drive in Elmira authorize staff to negotiate terms to enter into a long-term Agreement to Lease with Creative Beginnings Childcare Centre as per the Township's Delegation of Authority By-law.

...Carried

DS44-2023: Zone Change Application 10/2023 (Michelle Shannon)

Delegate Bob Black of RBA Planning Consultants provided comments on behalf of the applicant in support of the Zone Change Application.

Moved by Councillor Bryant

Seconded by Councillor Schwindt

That the Council of the Township of Woolwich, considering Report DS44-2023 respecting Zone Change Application 10/2023 (Michelle Shannon) amend the Agricultural (A) zone with site specific provisions to recognize a reduced Agricultural parcel size of 34 hectares for the property of 1189 Weeby Place in accordance with the by-law in Attachment 3 to this report.

...Carried

Memo: Responding to the Province's Announcement – Re: Winding Back Changes to Approved Official Plans

Jeremy Vink, Manager of Planning outlined the memo and shared maps showing the boundary differences being considered. In response to a question from Council, Mr. Vink noted that approximately \$500,000 has been spent to date on planning for new areas including consultants and staff time. In response to a question from Council, Mr. Vink noted that he does not think additional staff would be needed to implement either option outlined in the memo. Mr. Vink expressed concern that more staff may be needed if the Township is not authorized to use appropriate staging to manage growth.

Delegate Tom McLaughlin of Thomasfield Homes Limited presented to Council their support for the Ministry-modified ROPA 6 and requested that Council's response to the Ministry be in support of the modifications and that the Township continue the Secondary Plan as is based on the Ministry's decision. Mr. McLaughlin cited the Region's current and future housing needs, the generational housing crisis, demand for detached homes, and commercial/mixed-use needs as the basis for their requests.

Delegate Pierre Chauvin of the Waterloo Region Home Builders Association presented the Association's key messages for sustainable growth:

- Economic and population growth in the region demands growth in housing
- Support for increased urban density as key in meeting housing targets
- Need for a variety of housing to satisfy consumer demand
- Opportunity for cooperative, multi-lateral planning involving public and private sector stakeholders to address growth needs

Delegate Dr. Barbara Schumacher of the 50by30 Waterloo Region (50by30WR) highlighted the government's process to date, urged Woolwich Council to support its original plan as adopted by Regional Council and asked Council to revisit the Province's identified expansion areas in a future Official Plan review instead. Dr. Schumacher expressed concern that the development plans currently do not address environmental targets nor plan for them.

Delegate Arthur Eby of Ebycrest Farms gave an overview of the history of his farm, the current situation of being surrounded by development, and as a result, the property can only be of value for development. Mr. Eby asked Council to include his property within the future development area.

Delegate Kevin Thomason of the Grand River Environmental Network requested that Council endorse the ROPA 6 as originally adopted by Regional Council, which he felt would respect the public consultation processes, indigenous engagement, and time and efforts of all those involved.

A member of Council inquired about the Freedom of Information (FOI) request that Mr. Thomason had undertaken with regard to the Province and Mr. Thomason provided a brief summary of the FOI request and its implications for both the Region and Woolwich.

Delegate Kevin Eby stated his appreciation for both staff and Council and the difficult position they have been put in by the Province. Mr. Eby expressed concern that the Township was being asked to override what was a collaborative, engaging ROPA 6 process including the integral involvement of First Nations. Mr. Eby explained that based on data he has reviewed, the Region needs thousands of affordable, 1-bedroom apartments to resolve the affordable housing crisis, not via more land with single detached dwellings. In response to Council's inquiry, Mr. Eby provided a history of the Countryside line and its purpose.

Delegate Mike Gilles of 1604964 Ontario provided a presentation to Council, highlighting his property in terms of its inclusion in both the original and modified settlement boundaries in ROPA 6. Mr. Gilles asked Council to move forward in endorsing the Province's adjusted boundaries.

Council discussed what the process would be should the original ROPA 6 be kept and the property owner wished to install the turnaround for the development, which is currently beyond the settlement area. Staff confirmed the process required for this project.

Delegate Stuart Martin asked Council to endorse the modifications the Province made regarding their 24 acre property on Hawkesville Road, citing the need for land to build homes, churches, and places of employment.

Delegate Vaughn Bender of Schlegel Urban Developments also spoke to the 24 acre property on Hawkesville Road as well as the Township's pending response to the Province's announcement. Mr. Bender requested that Council proceed with the inclusion of their property as per the boundary adjustments made by the Province in April, 2023.

Moved by Councillor Cadeau

Seconded by Councillor Grant

That the Council of the Township of Woolwich allow unregistered delegations in the November 21, 2023 Council meeting to speak for 5 minutes as per section 64 of the Procedural By-law.

...Carried

Unregistered Delegate Jonathan Koutaloukis of Madwest Breslau Ltd. asked Council to support the ROPA 6 as Regional Council approved it in order to promote controlled growth.

Unregistered Delegate John Mesina of Bloomingdale Road expressed concern that a property that they have been trying to develop for many years has been rejected, despite it being fully serviced lot, and urged Council to consider similar, small parcels of land for development instead of the large areas the Province identified for growth.

Unregistered Delegate Delmer B. Martin expressed concern for the integrity of the past process and the importance of focusing on truth and common sense in the current process.

Council inquired about any communications with the Province since receiving the letter from the Minister. Staff confirmed that there has not been any dialogue with the Province. Council expressed frustration with the short, 45-day response window, the integrity of the Provincial process, the desire to respect the collaborative process undertaken to achieve ROPA 6, and the lack of confidence in the Province accepting the conditions like staging that staff proposed. Council members appreciated that Mayor Shantz has brought this to Council for an engaged discussion which also allows for public comment. Mayor Shantz thanked everyone for their feedback and advised that she will be working on drafting a letter to the Province.

Proposed Unfiltered and Untreated Human Waste on Prime Agricultural Land By Regional Recharge Areas

Delegates Dawn Peace, Jazmin Wynter, Richelle Lanting, and Maynard Lanting presented their concerns to Council regarding a commercial business' application to the Province, and its intent to purchase prime agricultural land, for the purpose of spreading untreated, unfiltered human waste as part of its commercial operation. The delegates' presentation highlighted their perspective on the source water, air, and soil quality implications, and contradiction of planning policies and plans. Staff provided their interpretation of planning policies and noted contradictions in mapping.

Council members shared concerns about allowing untreated waste operations in the way the delegates described, discussed with staff the lack of internal expertise in that subject area, and the need to get more information. Council also acknowledged normal waste spreading practices in agricultural operations.

Council directed staff to:

- Send a letter to request an extension in the commenting period to allow the Township to gather more information, identify the Township's preliminary concerns regarding human waste spreading, and send a copy of the letter to MPP Mike Harris; and
- Request that Ministry staff meet with Township staff and concerned residents to exchange information, facts and up to date maps.

Unfinished Business

None.

Consent Items

Moved by Councillor Grant

Seconded by Councillor Bryant

That the following consent items be approved and received for information:

Items for Approval***Recommendations from Committee of the Whole (November 14, 2023)***

That the Summary of Recommendations of the Committee of the Whole dated Tuesday, November 14, 2023 be adopted.

1. Final Report from the 2SLGBTQ+ Ad-hoc Working Group

That the Council of the Township of Woolwich, considering Report C32-2023 respecting Final Report from the 2SLGBTQ+ Ad-hoc Working Group take the following actions to support and celebrate 2SLGBTQ+ people, friends, family and allies who live, work and play in the Township:

1. Include Equity, Diversity, Inclusion and Belonging (EDIB) in the Township's strategic plan;
2. Advance inclusivity including:
 - a. Organize an annual pride flag raising ceremony;
 - b. Join the UNESCO Coalition of Inclusive Municipalities;
 - c. Provide EDIB grants during annual budget deliberations;
 - d. Consider a shared EDIB staff role; and
 - e. Provide EDIB staff training;
3. Direct staff to explore EDIB programming and partnerships;
4. Promote inclusive symbols including:
 - a. Pride window stickers;
 - b. Consider installing community murals;
 - c. Consider installing professional mural; and
 - d. Consider installing rainbow crosswalks or sidewalks;
5. Direct staff to proceed with the design and purchase of rainbow benches within the 2023 budget and plan for a spring, 2024 installation; and
6. Direct staff to establish avenues for continuing community engagement and feedback on the implementation of this report as needed.

2. Woolwich Township Heritage Committee 2024 Work Plan and Budget

That the Council of the Township of Woolwich receives the Woolwich Heritage Committee 2024 Work Plan.

And further that the \$4000 identified in the Work Plan be included in the proposed Development Services Operating Budget in 2024.

3. 1st Elmira Scout Group, Request for Gore Park Fee Reduction

That the Council of the Township of Woolwich, considering the 1st Elmira Scout Group's request for a reduction in rental fees for Gore Park, approve the full fee waiver for the term of Council.

4. By-law to Establish, Maintain and Regulate a Fire Department for the Township of Woolwich

That the Council of the Township of Woolwich, considering Report A11-2023 respecting a By-law to regulate the operation of the Fire Department, authorize the Mayor and Clerk to sign the By-law.

5. Draft 2024 Council Meeting Schedule

That the Council of the Township of Woolwich, considering Report C28-2023 respecting Draft 2024 Council Meeting Schedule:

1. Approve the draft 2024 Council Meeting Schedule as attached to this report; and
2. Direct staff to continue to use the same method of drafting council meeting schedules as the 2024 draft for the term of Council.

6. Township Historic Bridge Update

That the Council of the Township of Woolwich, considering Report IS21-2023 respecting Township Historic Bridge Updates, receives the report for information purposes.

Items for Information and Public Notices

- Notice of Intent to Consider an Amending By-law to Impose Fees or Charges for Building, Planning, Fire, and General Services

...Carried

Staff Reports and Memos

Quarterly Report – 3rd Quarter – July 1 to September 30

Richard Petherick, Director of Financial Services provided an overview of the report and requested Council consider directing unspent funding from the surface treatment program to be used in 2024. Council requested clarity on statistics in the report for by-law enforcement and recreation centre programming.

Moved by Councillor Bryant

Seconded by Councillor Grant

That the Council of the Township of Woolwich authorize staff to direct \$130,500 from the Surface Treatment 2023 Budget contained in the Infrastructure Services Hard Top Budget to the Operating Contingency Reserve to be used for surface treatment works in 2024.

...Carried

DS45-2023: Building Official Position

Moved by Councillor Cadeau

Seconded by Councillor Grant

That the Council of the Township of Woolwich, considering Report DS45-2023 respecting Building Official Position, receive this report for information.

...Carried

Other Business

Resolution to Participate in Regional All Council Closed Session on December 8, 2023

Motion by Councillor

Moved by Councillor Grant

Seconded by Councillor Schwindt

That a closed meeting of Council be held on Friday, December 8, 2023 at 1:00 p.m. in the Regional Council Chambers and electronically, in accordance with Section 239 of the Municipal Act, 2001, for the purposes of considering the following subject matters:

1. Education related to Indigenous History and Reconciliation

...Carried

Resolution to Participate in an All-Council Meeting at the Region of Waterloo on December 15, 2023

Moved by Councillor Cadeau

Document Number: 125602

Seconded by Councillor Bryant

That the Council of the Township of Woolwich participate in an in-person All-Council meeting hosted by the Region of Waterloo in Regional Council Chambers on Friday, December 15, 2023 at 2:00 p.m.

...Carried

Woolwich Heritage Committee Resolution - West Montrose Bridge Rehabilitation

Moved by Councillor Bryant

Seconded by Councillor Grant

That the Council of the Township of Woolwich considering a recommendation from the Woolwich Heritage Committee direct the Project Team to:

1. Implement the Alternative C2 option for wood repairs (10 tonnes) within the rehabilitation project;
2. Work with staff to draft the necessary amendments to the Heritage Designation By-law 60-2007 for Council approval; and
3. Proceed with next steps to obtain Regional Council approval.

And further that the Township strongly advocates that consideration be given to restricting the bridge to pedestrian, cyclist and horse and buggy usage only and that vehicular traffic not be permitted on the bridge.

Council expressed concern with the recommendation from the Heritage Committee regarding the possibility of allowing horse and buggies but restricting vehicular traffic. Mr. Smith noted that the project manager will be working on more public consultation before bringing this back to Council for more information.

...Carried

Mayor's Report on Regional Matters

None.

Council Reports/Updates

None.

Outstanding Activity List as of Thursday, November 16, 2023

None.

Notice of Motion

None.

By-laws

For First, Second and Third Readings

Moved by Councillor Schwindt

Seconded by Councillor Cadeau

That the following by-laws in the hands of the Clerk be read a first, second, third time and finally passed, that they be numbered as By-law numbers 71-2023 to 76-2023, and that they be signed by the Mayor and Clerk and sealed with the corporate seal.

- A By-law to Establish, Maintain and Regulate a Fire Department for the Township of Woolwich
- A By-law to Further Amend Zoning By-law 55-86, of the Township of Woolwich (1189 Weeby Place)
- A By-law to Provide for the Appointment of a Municipal Law Enforcement Officer, Animal Control Officer and Property Standards Officer for the Township of Woolwich (Coleman Meyer)
- A By-law to Provide for the Appointment of a Municipal Law Enforcement Officer, Animal Control Officer and Property Standards Officer for the Township of Woolwich (Colin Moran)
- A By-law to Provide for the Appointment of a Municipal Law Enforcement Officer for the Township of Woolwich (Xxandra Morgan)
- A By-law to Confirm All Actions and Proceedings of the Council (November 21, 2023)

...Carried

Adjournment (10:27pm)

Moved by Councillor Cadeau

Seconded by Councillor Bryant

That the meeting adjourns to meet again in regular session on Tuesday, December 12, 2023.

...Carried

Signature on file

Sandy Shantz, Mayor

Signature on file

Jeff Smith, Clerk