

**TOWNSHIP OF WOOLWICH
COMMITTEE OF THE WHOLE MINUTES**

TUESDAY, DECEMBER 5, 2023

7:20 PM

**COUNCIL CHAMBERS – HYBRID WITH YOUTUBE LIVESTREAM
24 CHURCH STREET WEST, ELMIRA**

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

Present from Staff: David Brenneman, Chief Administrative Officer
Jeff Smith, Director of Corporate Services/Clerk
Deanne Friess, Director of Development Services
Jared Puppe, Director of Infrastructure Services
Ann McArthur, Director of Recreation and Community Services
Derek Hughes, Economic Development and Tourism Officer
Alex Smyth, Deputy Clerk
Dennis Aldous, 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 (5:30 P.M.)

Moved by Councillor Grant

Seconded by Councillor Schwindt

That the Council of the Township of Woolwich convenes in closed session on Tuesday, December 5, 2023 at 5:30 p.m. in accordance with section 239 (2) of the Municipal Act, 2001, for the purposes of considering the following:

1. Educating or training the members (Climate Change Training Session);
2. Personal matters about an identifiable individual, including municipal or local board employees (Personnel Matter); and
3. A proposed or pending acquisition or disposition of land by the municipality or local board, and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. (Property Matter).

...Carried

Public Resolution to Reconvene in Open Session (7:20 P.M.)

Moved by Councillor Bryant

Seconded by Mayor Shantz

That Council reconvenes in open session.

...Carried

Land Acknowledgement

Chair Burgess read a land acknowledgement.

Disclosures of Pecuniary Interest

None.

Items to Come Forward from Closed Session

None.

Public Meetings

None.

Presentations**Downtown Elmira Business Improvement Area (BIA) Community Improvement Plan (CIP) Update to Council**

Dana Costello of the Downtown Business Improvement Area (BIA) Board made a presentation to Council regarding the BIA's Community Improvement Plan (CIP), which highlighted:

- A summary of the projects that the BIA has completed including wall, mural and sidewalk art, bench renewal, and downtown beautification efforts
- Halton Hills Community Improvement Plan promotional video
- Active Downtown Elmira CIP programs currently ongoing, including its grants program
- Remainder of CIP programs not yet implemented and main areas of focus
- Proposed uses of tax fund levy monies and request that the implementation of the CIP be undertaken by the Township

Council discussed the incentive programs including the façade program, inquired about the Township acquiring responsibility for something that is only Elmira-specific versus a municipality-wide plan, the question of staff capacity to implement a CIP, and current barriers to the BIA implementing the CIP.

Delegations**Proposed Legislation to Reverse Previous Decisions on Municipal Official Plans/Official Plan Amendments**

Mayor Shantz discussed the letter of response to the Province, emphasizing the goal of maintaining Township control over staged, planned growth. Council discussed potential conflicts, the benefits of growth that is development-specific, the potential cost associated with Ontario Land Tribunal proceedings, and the implications of Bill 23 (More Homes Built Faster Act, 2022). Council discussed the challenges of the process imposed by the Province.

Delegate: Tom McLaughlin, Thomasfield Homes

Mr. McLaughlin expressed their support for the Mayor's response and thanked Council for their time. Council discussed Thomasfield's development rate for approved lots, affordability of their current and planned developments, and environmental/green efforts.

Delegate: Sheena Campbell, peopleCare Communities

Ms. Campbell gave a brief overview of peopleCare Communities and their efforts to establish long-term care facilities in Woolwich, offering their support of the Mayor's response as the recommended area for growth would allow for a future long-term care home and provide the long-term care that the community is in need of.

Delegate: Mike Puopolo, Polocorp Inc.

Mr. Puopolo expressed their support for the Mayor's response, emphasizing the need for sustained, planned growth, requesting that consideration be given to servicing costs at early stages of development, and discussed Polocorp's proposed areas for development

Delegate: Vaughn Bender, Schlegel Urban Developments

Mr. Bender discussed their active participation in the original Regional Official Plan review process and asked Council to consider the housing and affordability challenges facing the local economy, to focus on shaping the local community through collaborative opportunities, and holistic transportation needs. Mr. Bender provided an overview of their strategy for developing multi-unit types of housing across the Region.

Delegate: Mike Gilles, 1604962 Ontario

Mr. Gilles expressed their support for the Mayor's response, emphasizing the importance of collaboration and continuation of developing housing for demographics such as seniors.

Written Submissions

Written submissions were received by the Municipal Clerks Office from Stuart Martin, Delmer Martin, and Polocorp, (on behalf of Green Horizons Sod) in support of the Mayor's response to the Province.

Unregistered Delegations

Moved by Mayor Shantz

Seconded by Councillor Bryant

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

...Carried

Unregistered Delegate: John Messina

Mr. Messina expressed concern regarding his ongoing request to develop a small parcel of land in the Township just outside the Kitchener boundary in the Bridgeport area to provide affordable housing on fully serviced lands and requested that Council revisit the proposal for 165 Bloomingdale Road. Staff explained that smaller settlements in rural areas were not part of the last official plan reviews, but that a rural official plan review could potentially begin next year.

Council discussed:

- Planning and settlement boundaries – Council's stated preference is for Woolwich to control and stage growth according to the needs of the community.
- Provincial process being flawed and not transparent, placing Council in a difficult position.

- Housing crisis affecting the Region and the Township, especially in terms of affordable housing shortages.
- Council members offered differing opinions on ROPA 6 versus the Province's amendments, noting the need for housing, control over growth, and environmental concerns.

Moved by Mayor Shantz

Seconded by Councillor Schwindt

That Council supports the Mayor's letter of response to the Province, as presented.

A recorded vote was requested by Mayor Shantz.

Clerk Jeff Smith administered the recorded vote and clarified the voting options for Council.

Recorded Vote

In Favour

Mayor Shantz
Councillor Councillor
Councillor Schwindt
Councillor Grant Mayor
Councillor Burgess

Opposed

Councillor Bryant
Councillor Cadeau

...Carried

Unfinished Business

None.

Consent Items

Moved by Councillor Cadeau

Seconded by Councillor Bryant

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

Items for Approval:

IS23-2023: Levying of Maintenance and Report Preparation Costs for Municipal Drain No. 11

That the Council of the Township of Woolwich, considering Report IS23-2023 respecting the Levying of Maintenance and Report Preparation Costs for Municipal Drain No. 11, give the attached by-law first, second and final reading.

Items for Information and Public Notices:

- Memo: Integrity Commissioner – Annual Report

...Carried

Items Pulled From the Information Package

Letter from Extend-A-Family Requesting Council's Endorsement of Ontario Disability Support Program (ODSP) Rate Increase Motion

Mayor Shantz explained that she received the letter asking for Council's endorsement for the rate increases, noting the recipients of these programs are struggling financially, and that it might be an issue Council would be interested in supporting.

Document Number: 125788

Moved by Councillor Cadeau

Seconded by Councillor Grant

That the Council of the Township of Woolwich endorse Extend-a-Family's request dated November 27, 2023 and the City of Kitchener's resolution dated September 25, 2023 to:

1. Call on the Provincial Government to raise current social assistance rates for ODSP and OW recipients to above the poverty line, to reflect the cost of living and to tie the new rates to inflation so that people can afford to live a dignified life in the Province of Ontario;
2. Call on the Provincial Government to support Feed Canada's recommendation to stop the clawbacks meaning OW and ODSP will allow recipients their first \$1000 earned without penalty and to exempt benefits such as CPP, WSIB, EI and the upcoming CDB from clawbacks as well; and
3. That a copy of this resolution be sent to the Premier of Ontario, local and area MPs and MPPs and the Association of Municipalities of Ontario for further consideration.

...Carried

Staff Reports and Memos

A09-2023: Transfer Payment Agreement for Rural Economic Development (RED) Program

Council discussed the parallels between rural economic development and business retention and expansion (BR+E), community improvement plans, and the proposed funding for a part-time contract staff role.

Moved by Councillor Cadeau

Seconded by Mayor Shantz

That the Council of the Township of Woolwich, considering Report A09-2023 respecting the Transfer Payment Agreement for Rural Economic Development (RED) Program, authorize the Mayor and Clerk to enter into an agreement with the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for funding under the RED program, as attached to this report.

...Carried

Council directed staff to work with the Elmira Business Improvement Area to determine if any short, medium and long-term supports could be provided with existing staff.

A13-2023: Project 25 (P25) Voice Radio Service Level Agreement

Council confirmed that fees for this agreement were already included in the budget.

Moved by Councillor Grant

Seconded by Councillor Bryant

That the Council of the Township of Woolwich, considering Report A13-2023 respecting the Project 25 Voice Radio Service Agreement:

1. Approve and support the Corporation of the Township of Woolwich entering a joint P25 Voice Radio Service Level Agreement with the Regional Municipality of Waterloo Police Services Board, the Region of Waterloo, and the Corporations of the City of Kitchener, City of Cambridge, City of Waterloo, and the Townships of North Dumfries, Wellesley, and Wilmot, subject to the satisfaction of the Township Solicitor.

2. That the Mayor and Clerk be authorized to sign the Service Level Agreement on behalf of the Corporation of the Township of Woolwich and any other documents related to this project, subject to the satisfaction of the Township Solicitor.

...Carried

F17-2023: Fees and Charges – 2024

Council discussed removing the \$25.00 roadside stands fee from the schedule and staff clarified the reduction of the fee from \$250 to \$25 and definition of farm produce stand.

Moved by Councillor Bryant

Seconded by Councillor Schwindt

That the Council of the Township of Woolwich, considering Report F17-2023 respecting Fees and Charges – 2024, adopt the By-laws attached as Attachment 1, 2, and 3 to establish fees and charges for general Township services, planning services, and building services, as amended to:

1. remove the \$25.00 fee for farm produce stands; and
2. fix misaligned fees under Gravel Extraction Operations, provide a separate fee for Building Alteration/Renovation for ICI and residential and add language regarding Building refundable deposits as noted by staff.

...Carried

F19-2023: Purchasing By-law Update

Council discussed purchasing limits set out in by-laws of neighbouring municipalities.

Moved by Councillor Grant

Seconded by Councillor Cadeau

That the Council of the Township of Woolwich, considering Report F19-2023 respecting Purchasing By-law Update adopt the Purchasing By-law as per Attachment 1.

...Carried

Other Business

2024 Budget Schedule

Council discussed the need to amend the 2024 Budget Schedule and directed staff to bring forward a memo with scheduling options to the December 12, 2023 Council Meeting.

Council Reports/Updates

None.

Outstanding Activity List as of Thursday, November 30, 2023

None.

Notice of Motion

None.

Public Resolution to Move into Closed Session

Moved by Councillor Burgess

Seconded by Councillor Bryant

That the Council of the Township of Woolwich convenes in closed session on Tuesday, December 5, 2023 at 9:03 p.m. in accordance with section 239 (2) of the Municipal Act, 2001, for the purposes of considering the following:

1. A proposed or pending acquisition or disposition of land by the municipality or local board, and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (Property Matter).

Sandy Shantz, Mayor

Jeff Smith, Clerk