

**Township of Woolwich
Committee of the Whole Minutes**

**Tuesday, November 5, 2024
7:00 PM**

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

Present from Council: Mayor Shantz
Councillor Bryant
Councillor Burgess
Councillor Cadeau (Chairperson)
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*
Colm Lynn, Director of Finance/Treasurer
Ann McArthur, Director of Recreation and Community Services
Thomas van der Hoff, Deputy Director of Recreation and
Community Services
Marie Malcolm, Manager of Recreation
Victor Labreche, Manager of Planning
Jonathan Delli Colli, Junior Planner
Tanya Bettridge, Council and Committee Support Specialist
Meet Patel, IT HelpDesk/Support Representative
**indicates remote participation*

Public Resolution to Move into Closed Session (6:00 P.M.)

Moved by Councillor Grant
Seconded by Councillor Bryant

That the Council of the Township of Woolwich convenes in closed session on Tuesday, November 5, 2024 at 6:00 p.m. in accordance with section 239 (2) and (3.1) of the Municipal Act, 2001, for the purposes of considering the following:

- a. Personal matters about an identifiable individual, including municipal or local board employees (Heritage Committee Appointment);
- b. A proposed or pending acquisition or disposition of land by the municipality or local board (Property Matter);
- c. For the purpose of educating or training the members (Event Education Matter); and
- d. Labour relations or employee negotiations (Negotiation Matter).

...Carried

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

Moved by Councillor Grant
Seconded by Councillor Burgess

That Council reconvenes in open session.

...Carried

Land Acknowledgement

Chair Cadeau read a land acknowledgement.

Disclosures of Pecuniary Interest

None.

Items to Come Forward from Closed Session

Moved by Councillor Bryant

Seconded by Councillor Grant

That the Council of the Township of Woolwich, considering Report C27-2024 respecting Woolwich Heritage Committee Appointment appoint Jacob Drung to the Woolwich Heritage Committee until the expiration of the term of the Council that appointed them, or until successors are appointed, as long as they continue to be a qualified member of the Committee.
...Carried

Public Meetings

None.

PresentationsHousing Needs Assessment Presentation

Consultant Tim Welch of Tim Welch consulting provided a presentation to Council which highlighted:

- Phases and timelines of the assessment project
- Housing Needs Assessment Findings
- Population & Housing Growth Forecast
- Income and housing tenure
- Affordability Challenges
- Housing Action - Strategic Priority Areas Identified
- Action Plan Recommendations

Council discussed housing types that are needed in Woolwich and the upcoming development projects which might serve the housing type needs identified in the assessment. Council discussed the balance between higher density development to meet housing needs versus the desire for single detached dwellings that Woolwich has traditionally provided.

DS34-2024: Woolwich Housing Needs Assessment, Consultant Report

Director of Development Services Deanne Friess introduced Council and attendees to the new Manager of Planning, Victor Labreche.

Moved by Councillor Grant

Seconded by Councillor Bryant

That the Council of the Township of Woolwich, considering Report DS 34-2024 respecting Woolwich Housing Needs Assessment, Consultant Report, receive the findings of the Housing Needs Assessment and direct staff to incorporate the recommendations into future development initiatives.

...Carried

Delegations

Request for Temporary Change of Land Use to Add Soccer Fields (2388 Shantz Stn. Road)

Delegate Dr. Jasdeep Rai made a presentation to Council regarding their request for a temporary change of land use to allow the agricultural zoned property to include three soccer fields. Dr. Jasdeep highlighted the reasons for the request, citing shortage of quantity and quality of soccer fields, future growth of the Breslau area, health and fitness benefits, and sports and personal development programming potential. RED Soccer Academy Director Peter Mackie described the RED soccer program and examples of success, reiterating the need for more soccer facilities.

Council discussed the need for soccer facilities. Staff clarified the legislated zone change process required by the Planning Act. Council discussed the delegates' soccer program, where its teams play and practice currently, potential community uses for the proposed soccer fields, and inclusion of other Woolwich organizations.

In response to Council's inquiries, staff highlighted the Recreation Master Plan that is before Council which has field facility usage data indicating frequent availability of nearby soccer facilities and emphasized the importance of following the proper, objective planning application and public consultation process as per provincial legislation.

In response to Council's inquiry, the delegates emphasized the need for full-time access to dedicated soccer facilities to be able to operate all of its current and future programming. Council encouraged the delegates to contact staff and begin the formal planning application process.

Consent Items

Moved by Councillor Grant

Seconded by Mayor Shantz

That the following consent items be received for information:

Items for Information and Public Notice

- Municipal Information for Liquor Sales Licenses - Rural Roots

...Carried

Items Pulled From the Information Package

None.

Staff Reports and Memos

R07-2024: Parks and Recreation Master Plan

Council discussed the volume of parkland in Elmira and Breslau, parkland dedication and the need for green spaces in new development rather than cash in lieu, the timing of an arena/pool feasibility study for Breslau and what steps the Township can take in the interim to prepare for the financial cost of, and land acquisition for, such facilities in the future. Council emphasized the importance of working with stakeholders and third parties, such as the City of Kitchener, in planning for a multi-use facility in Breslau. Council discussed the need to plan for more green spaces around higher density housing. Council discussed details of the proposed parkland dedication by-law.

Moved by Councillor Grant
Seconded by Councillor Schwindt

That the Council of the Township of Woolwich, considering Report R07-2024 respecting the 2024 Parks and Parks and Recreation Master Plan:

1. Approve the 2024 Parks and Recreation Master Plan and endorse the strategic directions set out in the plan (Attachment 1);
2. Approve in principle, the need for a community park and multi-use recreation facility in Breslau and to report back to Council with a recommended site by 2027;
3. Approve in principle, the need for additional parkland and outdoor amenities in Elmira and direct staff to develop a parkland acquisition strategy by 2028;
4. Adopt the new Parks Classification system into the Township Official Plan and the Landscape and Design Guidelines; and
5. Direct staff to include the necessary policies in the Township's Official Plan and to subsequently prepare a Parkland Dedication By-law for Council's consideration in 2025 to permit the Township to require conveyance or payment-in-lieu as a condition of development or re-development as well as using the alternative requirements, as provided for in section 42 of the Planning Act.

...Carried

Other Business

Council Reports/Updates

None.

Outstanding Activity List as of Thursday, October 31, 2024

None.

Notice of Motion

None.

Adjournment

Moved by Councillor Burgess
Seconded by Councillor Bryant

That the meeting adjourns.

...Carried

Signature on File

Sandy Shantz, Mayor

Signature on File

Jeff Smith, Clerk