

## MINUTES

Mayor Foxton was in the Chair. Also, present at the meeting were Councillor Rolleman, Councillor Ostner Councillor McCreery and Councillor Gillespie

**Staff Present:** Andrew McNeely, Chief Administrative Officer  
Ashley Sage, Clerk  
Shelley Stedall, Treasurer/Director of Corporate Services  
Mark Smuck, Director of Community Services  
Michelle Schaeffe, Township Planner

**Convene: 7:00 p.m.**

1. **CALL TO ORDER**

2. **APPROVAL OF THE AGENDA**

**C-439-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** Council adopt the August 12, 2019 Regular Council Agenda as presented with the following addendum:

- i) Add item 12.4 to the Regular Council Agenda to repeal in its entirety By-law No. 3079-19 as passed on July 8, 2019 and replacing it with By-law No. 3088-19.

**CARRIED**

3. **DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

None reported.

4. **PRESENTATIONS**

None.

**5. DELEGATIONS / PETITIONS**

**C-440-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** Council temporarily call the Regular Council meeting to order at 7:42 p.m. to accommodate the scheduled delegations, as set out in the Regular Council agenda.

**CARRIED**

**5.1** Rob Knight regarding Speed, Weight and Safety pertaining to Heavy Truck Traffic on Reidsville Road (south of Wrigley Road) and the Brant-Waterloo Road, East of Swan Street.

Rob Knight addresses Council. Mr. Knight notes that he has spoken to Councillor McCreery and Mayor Foxtan, as well as the Chief Administrative Officer about this issue. Mr. Knight notes that Reidsville Road is not designated for the heavy truck traffic use for which it is being used for. Mr. Knight notes that he would like to see changes made to the heavy truck route so they no longer go down Reidsville Road.

Questions from Council:

Councillor McCreery notes that she went for a drive along Reidsville Road to see what it was like and there were dump trucks on the road and it was difficult to see the dump trucks coming. Councillor McCreery further notes that Council should not permit dump trucks on this road and it should be made a no truck road.

It is noted that the truck route should be changed and the pits should be notified, in addition to having a no trucks by-law introduced that should be specific to Reidsville Road.

Councillor Rolleman notes that redirected the trucks to go travel through a densely populated area like downtown Ayr is not the solution, however, having them travel through the rural areas is not the solution either.

Councillor Ostner notes that the owners of the gravel pits could be approached with an alternate route and a weights restriction could be placed on Reidsville Road.

**C-441-19** Moved by Councillor McCreery  
Seconded by Councillor Gillespie

**THAT** the delegation from Rob Knight regarding the speed, weight, and safety pertaining to heavy truck traffic on Reidsville Road (south of Wrigley Road) and the Brant-Waterloo Road (east of Swan Street) be received;

**AND THAT** Council authorize a no trucks by-law be introduced to prohibit trucks on Reidsville road south between Wrigley Road and Brant Waterloo Road under Highway Traffic Act to not allow heavy trucks.

**CARRIED**

**5.2** Trevor Martin regarding maintenance of the property behind 55 Challenger Avenue.

Trevor Martin addresses Council. Mr. Martin notes that when he bought his property, he bought it under the impression that there was a buffer strip behind the property. Mr. Martin notes that he would trim the weeds to assist with maintaining the property, but was told by the property owner that he was trespassing. Mr. Marin notes that the weeds have since gotten worse. Mr. Martin notes that he had spoken to a by-law enforcement officer and the officer had noted that he would like to speak to the Chief Administrative Officer, as it pertains to the interpretation of the by-law. Mr. Marin notes that he was later informed that this incident did not fall under the provisions of the by-law and the decision had been made to close this file.

Mr. Martin notes that he would like Council to address whether there is a by-law that can enforce the issue he has encountered and notes that he does not understand why by-law enforcement cannot do anything further to assist him with his ongoing issue. The Chief Administrative Officer provides an overview of the provisions of some common by-laws and notes that the noxious weeds at this property have been dealt with.

Mr. Martin notes that he wants Council to make a new by-law, or change an existing by-law so this issue can be enforced. The Chief Administrative Officer notes that the Township has a by-law that deals with noxious weeds, clean yards and property standards

Questions from Council:

Councillor McCreery notes that farming is a business and it is not fair to ask all farmers to trim grass when they abut a property. Councillor Gillespie agrees.

Councillor Rolleman notes that despite farming being a business, they should still be courteous to their neighbor. Councillor Ostner agrees.

Councillor Ostner notes that they should be able to ask the abutting farm to cut their weeds, or be able to enter the property to cut the weeds for them.

Mr. Martin notes that previously they were allowed to enter the property to cut the weeds, but then all neighbours were sent a letter informing them that they were not allowed to enter the property.

Mayor Foxtan requests a staff report be prepared that outlines all the implications involved with this issue. The Chief Administrative Officer notes that a tribunal exists, where appeals could be heard.

Councillor Rolleman inquiries about introducing a By-law that would be specific to Ayr farms only.

**C-442-19** Moved by Councillor Rolleman  
Seconded by Councillor Ostner

**THAT** the delegation from Trevor Martin regarding maintenance of the property behind 55 Challenger Avenue be received;

**AND THAT** the Chief Administrative Officer be directed to initiate discussions with Jomar farms pertaining to the maintenance of their yard;

**AND THAT** Chief Administrative Officer report back on this matter at the September 9, 2019 Committee of the Whole meeting.

**CARRIED**

**C-443-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** Council adjourns the Regular Council meeting at 8:49 p.m.

**CARRIED**

## **6. CONSENT AGENDA**

### **6.1 Committee of the Whole Reports:**

#### **6.1.1 Adoption of Resolutions from the August 12, 2019 Finance Committee.**

Recommendations from the Committee:

a) "THAT Council receive report FIN 23-2019;

AND THAT Council adopt By-law 3068-19 – Mitchell Drain Actual Cost By-law."

b) "THAT FIN Report No. 24-2019 regarding 2020 Budget Direction and Schedule be received;

AND FURTHER THAT the Finance Committee recommend to Council the continuance of a target for the dedicated transfer to Capital Reserves at least equal to 1.5% of the 2020 Municipal Levy;

AND THAT staff be directed to prepare and submit the 2020 draft Operating and Capital budget within a maximum guideline of a 3% increase in the Municipal tax rate (after assessment growth);

AND THAT staff publish the adopted 2020 Budget Meeting Schedule in conjunction with the 2020 Council Meeting Schedule on the Township's website, Facebook and Twitter accounts as part of the ongoing public consultation and community outreach program;

AND THAT the following Meetings be scheduled to deal with the 2020 Budget Components:

Monday, August 12, 2019	6:00 pm	Committee of Whole – Finance	Report to Finance Committee: 2020 Budget Schedule / Key Drivers / Guiding Principles to Establish 2020 Budget
Wednesday, August 14, 2019	1:00 pm	Committee of Whole – Finance	Council Education Workshop – Ten Year (2019 – 2028) Capital Forecast / Funding Strategy
Tuesday Nov. 12, 2019	6:00 pm	Committee of Whole – Finance	3 <sup>rd</sup> Quarter 2019 Variance Report and Year End Projections
Monday Dec. 9 <sup>th</sup> , 2019	6:00 pm	Committee of Whole – Finance	<ul style="list-style-type: none"> <li>• 2020 Fees and Charges Review and By-law</li> <li>• Draft 2020 Budget Document and Business Plans circulated with a Report.</li> <li>• Report on Pre-Approval for Tenders/RFP's for key</li> </ul>

			infrastructure projects for 2020 delivery.
Mon. & Tues. Jan. 13 & 14, 2020	6:00 pm	Committee of Whole – Finance	Full Review by Directors of the 2020 Budget – Operations and updated Capital & 10 Year Capital Forecast
Tuesday Jan. 28, 2020	6:00 pm	Committee of Whole – Finance	Further Review of Items from Jan 13/14 Detailed Budget Review sessions (IF NEEDED).
Monday Feb. 10, 2020	6:00 pm	Committee of Whole – Finance	Report to recommend approval of Budget and in principal 10-year Capital Forecast
Monday Feb. 24, 2020	7:00 pm	Council	Consideration of 2020 Budget and Township Tax Rates By-law
Tuesday April 14, 2020	6:00 pm	Committee of Whole - Finance & Admin.	Report on Final Full Tax Rate By-law (including Region and School Board Rates.)
Monday April 27, 2020	7:00 pm	Council	Consideration of Final Full Tax Rate By-law (including Region and School Board Rates)

**C-444-19** Moved by Councillor Rolleman  
 Seconded by Councillor Ostner

**THAT** Council adopt the recommendations in their entirety as presented by the Finance Committee dated August 12, 2019.

**CARRIED**

**6.1.2** Adoption of Resolutions from the August 12, 2019 Development Services Committee.

Recommendations from the Committee:

- a) "THAT PD Report No. 40-2019 be received;

AND THAT By-law 3080-19, being a by-law to amend By-law 2076-04 which designates the 1.5 storey stone farm house and 1 storey octagonal rubble stone farm outbuilding at 1720 Spragues Road under the authority of the

*Ontario Heritage Act*, be enacted.

AND THAT Staff be directed to process the amendment in accordance with the provisions of the Ontario Heritage Act R.S.O. 1990, C.0.18, as amended.”

- b) “THAT PD Report No. 45-2019 be received;

AND THAT the Development Services Committee recommend to Council the enactment of By-law No. 3087-19, being a By-law to further amend By-law No. 2105-05 to permit the Exemption of a proposed addition to the existing accessory building (quonset hut) in the amount of approximately 90.1 sq.metres (970 sq.ft.) located at 1302 Swan Street, from the Site Plan Control Process.”

**C-445-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** Council adopt the recommendations in their entirety as presented by the Development Services Committee dated August 12, 2019.

**CARRIED**

**6.1.3 Adoption of Resolutions from the August 12, 2019 Community Services Committee.**

Recommendations from the Committee:

- a) “THAT Report No. REC-06-2019 be received;

AND THAT Council approve the award of contract ND-RFP-17-2019 for the Supply and Install of Swings Sets at Various Township Parks to PlayPower LT Canada Inc. in the amount of \$13,505.25 (plus HST);

AND THAT the Mayor and Clerk be authorized to execute any necessary documents to facilitate the completion of this project.”

- b) “THAT Report No. REC-07-2019 be received;

AND THAT Council approve the award of contract ND-RFT-21-2019 for the Supply and Install of Accessibility Upgrades – Automatic Door Openers at the North Dumfries Community Complex to Record Automatic Doors Canada Inc. in the amount of \$19,000 (plus HST);

AND THAT the Mayor and Clerk be authorized to execute any necessary documents to facilitate the completion of this project.”

- c) “THAT Report No. PW-10-2019 be received;

AND THAT Council approve the award of contract ND-RFP-31-2019 for the Three (3) year Boulevard Tree Replacement Program to 2096152 Ontario Inc. o/a Dundee Nursery and Landscaping in the aggregate amount of \$74,756.76 (plus HST); (\$30,076.66 – 2019, \$22,340.05 – 2020, \$22,340.05 – 2021)

AND THAT the Mayor and Clerk be authorized to execute any necessary documents to facilitate the completion of this project.”

- d) “THAT Council receive CAO Report No. 34-2019;

AND THAT Council, for fiscal Year 2020, authorize a tax levy for the hosting of a Canada Day event as outlined as Option #1 at 25% (\$5,000) of the estimated cost of \$20,000

AND THAT Council, for fiscal Year 2020, authorize a Grant to cover the expense associated with the reservation of the picnic pavilion at Clyde Park for Canada Day celebrations.

AND THAT Staff provide an After Action Report to Council following the 2020 Canada Day Celebrations and outlining opportunities for Year 2021.”

- e) “THAT Council receive CAO Report No. 35-2019;

AND THAT Staff be directed to undertake the following interim measures with respect to speeding traffic on Morrison Road, between Studiman Road and Shellard Road, as follows:

- i) Continue to liaise with the Waterloo Regional Police Service seeking spot traffic enforcement;
- ii) Install line pavement markings in the form of a centreline and edge of pavement to establish a defined lane width equivalent to 3 metres;
- iii) Install the centreline removable bollards (April to November);
- iv) Retain a traffic consultant to conduct a Speed Study Analysis with



recommendations for this portion of Morrison Road; and,

- v) Monitor speed and traffic volumes after Items 2 ii) and iii) are installed.

AND THAT Staff return with a Traffic Calming Report & draft Policy for the consideration of Council at the October 15<sup>th</sup>, 2019 Meeting. This Report will also include a Public Education & Outreach element that is designed to raise the profile of speeding and its impact upon the community;

AND THAT as part of the 2020 Budget deliberations, Council consider the purchase of four (4) traffic / speed mobile signs for utilization throughout the Township for the purposes of public education and establishing baseline traffic data.”

- f) “THAT CAO Report No. 36-2019 be received;

AND THAT New Line Skatepark Designs Inc. be informed that their services with respect to the last phase of their workplan, that being the preparation of the detailed design specification drawings / tender package for the proposed skatepark facility will not be pursued and that the contractual obligations are now finished;

AND THAT Staff be authorized to prepare and issue to the marketplace for competitive bids a Request for Proposal (RFP) for the design / build of a poured in place concrete skatepark facility, utilizing the preferred design concept as presented to Council in November 2018 and May 2019, as the basis for the bid document;

AND THAT the design / construction cost (not including HST) for the skatepark facility will be identified in the RFP with an upset valuation not to exceed \$620,000;

AND THAT the commencement date for the construction of the skatepark facility is to be no later than May 1<sup>st</sup>, 2020;

AND THAT Staff return in the Fall of 2019 to Council with the results arising from the competitive bid process for a design / build contract.”

**C-446-19** Moved by Councillor Gillespie  
Seconded by Councillor Rolleman

**THAT** Council adopt the recommendations in their entirety as presented by the Community Services Committee dated August 12 2019.

**CARRIED**

**6.1.4** Adoption of Resolutions from the August 12, 2019 Governance & Protective Services Committee.

Recommendations from the Committee:

a) "THAT Council receive CAO Report No. 33-2019;

AND THAT Council adopt the Implementation Plan: 2019 – 2022 Corporate Strategic Plan included as Attachment No. 1 to this Report."

b) "THAT Report No. FIN-25-2019 regarding the 2019 December Office Holiday Schedule be received;

AND FURTHER THAT Governance and Protective Services Committee recommend that Council authorize the Township Municipal Offices be closed from Tuesday, December 24<sup>th</sup>, 2018 at 12:00 p.m. through to Thursday, January 2, 2020 at 8:30 a.m.

AND THAT staff be directed to advertise the holiday office closure on the Township's website and social media accounts, community newsletter (eblast) and advertise in the local paper;

AND THAT Governance and Protective Services Committee recommend that Council cancel the November 26, 2019 Public Meeting and reschedule for Monday, November 25, 2019 if a Council Public Planning meeting is required to be held."

**C-447-19** Moved by Councillor Ostner  
Seconded by Councillor Rolleman

**THAT** Council adopt the recommendations in their entirety as presented by the Governance & Protective Services Committee dated August 12, 2019.

**CARRIED**

**6.2 Minutes**

**6.2.1** Regular Council Minutes dated July 8, 2019

**6.2.2** Finance Committee Minutes dated July 8, 2019.

**6.2.3** Development Services Committee Minutes dated July 8, 2019.

**6.2.4** Community Services Committee Minutes dated July 8, 2019.

**6.2.5** Governance & Protective Services Committee Minutes dated July 8, 2019.

**6.2.6** Regular Council Minutes dated July 8, 2019.

**C-448-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** Council approve the Minutes, as published in items 6.2.1 to 6.2.6.  
**CARRIED**

**6.3 Communications / Correspondence**

**6.3.1** Resolution received from the City of Stratford – Downloading onto municipal governments

**6.3.2** Ministry of Agriculture, Food and Rural Affairs – Rural Economic Development (RED) program revitalization

**C-449-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie

**THAT** items 6.3.1 and 6.3.2 be received.  
**CARRIED**

**7. CONSIDERATION OF ITEMS REQUIRING DISCUSSION (Regular Agenda)**

None.

**8. NOTICE OF MOTIONS / MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN**

None.

**9. REPORTS / RESOLUTIONS / MINUTES TOWNSHIP ADVISORY COMMITTEES**

None.

**10. EXTERNAL PUBLIC AGENCIES**

**10.1** Region of Waterloo.

**10.4.1** Region of Waterloo Minutes dated June 5, 2019.

**C-450-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** Council receive for the purposes of information item 10.1.1.  
**CARRIED**

**10.2** Grand River Conservation Authority (GRCA).

**10.2.1** GRCA Minutes dated May 24, 2019.

**C-451-19** Moved by Councillor Gillespie  
Seconded by Councillor Ostner

**THAT** Council receive for the purposes of information item 10.1.1.  
**CARRIED**

**10.3** Energy+ Inc.

None.

**10.4** Grand River Accessibility Advisory Committee (GRAAC).

**10.4.1** Grand River Accessibility Advisory Committee Minutes dated April 25, 2019.

**10.4.2** Grand River Accessibility Advisory Committee Minutes dated May 23, 2019.

**C-452-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** Council receive for the purposes of information item 10.1.1 and  
10.4.2.  
**CARRIED**

**10.5** Library

None.

**11. PUBLIC SERVICE ANNOUNCEMENT**

**12. BY-LAWS**

**12.1** By-law No. 3068-19 – Being a By-Law to set final cost for Mitchell Drain.

**12.2** By-law No. 3080-19 – Being a By-law to amend By-law 2076-04 for 1720 Spragues Road.

**12.3** By-law No. 3087-19 – Being a By-law to exempt 1302 Swan Street from site plan control.

**12.4** By-law No. 3088-19 – Being a By-law to amend By-law No. 2559-13 to regulate traffic and parking.

**C-453-19** Moved by Councillor Gillespie  
Seconded by Councillor Ostner

**THAT** by-law 3068-19, 3080-19, 3087-19 and 3088-19 be taken as read a first and second time.

**CARRIED**

**C-454-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** by-law 3068-19, 3080-19, 3087-19 and 3088-19 be taken as read a third time and finally passed.

**CARRIED**

**13. CLOSED SESSION**

**13.1** Annual Performance Evaluation for CAO. “Personal matters about an identifiable individual, including municipal or local board employees” (Municipal Act, Section 239 (2)(b)).

**C-455-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie

**THAT** Council move into Closed Meeting Session at 9:08 p.m. under the Municipal Act, 2001 Section 239(2)(b) to discuss:

i) Annual Performance Evaluation for CAO, “Personal matters about an identifiable individual, including municipal or local board employees” (Municipal Act, Section 239 (2)(b)).

**CARRIED**

**14. RECONVENE INTO OPEN SESSION**

**C-456-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** the Closed Meeting Session of Council is complete at 9:51 p.m.  
and the Open Council meeting resumes.

**CARRIED**

**15. BUSINESS ARISING FROM CLOSED SESSION**

**C-457-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie

**THAT** Council direct the Treasurer/Director of Corporate Services to  
prepare the Performance Review in accordance with their Ranking and  
Comments for the Mayor to review with the Chief Administrative Officer  
Andrew McNeely;

**AND THAT** the Mayor be authorized to review the Council circulated  
Performance Review with the Chief Administrative Officer.

**CARRIED**

**16. CONFIRMATORY BY-LAW**

By-law No. 3085-19 – Being a By-law to Confirm the Proceedings of Council on  
August 12, 2019.

**C-458-19** Moved by Councillor Gillespie  
Seconded by Councillor Ostner

**THAT** By-law No. 3085-19 Being a By-law to Confirm the Proceedings of  
Council on August 12, 2019 be read a First, Second, third time; and be  
finally passed, signed and sealed by the Mayor and Clerk.

**CARRIED**

17. **ADJOURNMENT**

**C-459-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT WHEREAS** business before this Regular Council Meeting has been completed at 9:53 p.m.

**AND BE IT RESOLVED THAT** this Meeting adjourns and meets again on Wednesday, August 14, 2019 at 1:00 p.m. for Council Orientation – Long Term Capital Forecast Session.  
**CARRIED**

18. **COMMENTS FROM MEMBERS OF COUNCIL**

19. **QUESTIONS FROM THE MEDIA**

  
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Susan Foxtton, Mayor

  
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Ashley Sage, Clerk