

MINUTES

Sue 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
Shelley Stedall, Treasurer/Director of Corporate Services
Ashley Sage, Clerk

Convene: 6:00 p.m.

Chair Mayor Foxton

1. **CALL TO ORDER**

2. **APPROVAL OF THE AGENDA**

C-079-19 Moved by Councillor McCreery
Seconded by Councillor Rolleman

THAT Council adopt the February 11, 2019 Committee of the Whole Meeting Agenda as presented.
CARRIED

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

None reported.

4. **STANDING COMMITTEE**

C-080-19 Moved by Councillor Rolleman
Seconded by Councillor McCreery

THAT the Committee of the Whole meeting be adjourned to move into Standing Committees at 6:01 p.m.
CARRIED

C-094-19 Moved by Councillor Rolleman
Seconded by Councillor McCreery

THAT the Committee of the Whole meeting be reconvened at 6:20 p.m.
CARRIED

5. CLOSED SESSION

5.1 Report No. CAO-05-2019: “a proposed or pending acquisition or disposition of land by the municipality or local board” (*Municipal Act*, Section 239 (2)(c)).

5.2 Report No. CLK-05-2019: “personal matters about an identifiable individual, including municipal or local board employees” (*Municipal Act*, Section 239 (2)(b)).
Re: Advisory Committee Applicants.

C-095-19 Moved by Councillor Ostner
Seconded by Councillor Gillespie

THAT Council move into a Closed Meeting Session at 6:20 p.m. under the *Municipal Act*, 2001 Section 239(2)(b) and (c) to discuss:

5.1 Report No. CAO-05-2019: “a proposed or pending acquisition or disposition of land by the municipality or local board” (*Municipal Act*, Section 239 (2)(c)).

5.2 Report No. CLK-05-2019: “personal matters about an identifiable individual, including municipal or local board employees” (*Municipal Act*, Section 239 (2)(b)). Re: Advisory Committee Applicants.

CARRIED

6. RECONVENE INTO OPEN SESSION

C-096-19 Moved by Councillor Gillespie
Seconded by Councillor Ostner

THAT the Closed Meeting Session of Council is complete at 7:30 p.m. and the Open Council meeting resumes.

CARRIED

7. BUSINESS ARISING FROM CLOSED SESSION

C-097-19 Moved by Councillor McCreery
Seconded by Councillor Rolleman

THAT Council appoint the following Members to the Planning & Sustainability Advisory Committee for the period ending November 14, 2022:

1. Meghan Lippert

2. Brendan Wylie-Toal
3. Tim Stauffer
4. Michelle Drake
5. Kim Denouden

AND THAT Council appoint Councillor Margaret McCreery as the Member of Council to the Planning & Sustainability Advisory Committee for the period ending November 14, 2022;

AND THAT an appointment by-law be introduced at the February 25, 2019 Regular Council Meeting.

CARRIED

C-098-19 Moved by Councillor Gillespie
Seconded by Councillor Ostner

THAT Council appoint the following Members to the Economic Development Advisory Committee for the period ending November 14, 2022:

1. Margaret (Peggy) Unger
2. Norm McIntyre
3. Zachary Faubert-Tetreault
4. Jeff Stager
5. Laura Guiducci

AND THAT Council appoint Councillor Derrick Ostner as the Member of Council to the Economic Development Advisory Committee for the period ending November 14, 2022;

AND THAT an appointment by-law be introduced at the February 25, 2019 Regular Council Meeting.

CARRIED

8. CONFIRMATORY BY-LAW

By-law No. 3030-19 - Being a By-law to Confirm the Proceedings of Committee of the Whole on February 11, 2019.

C-099-19 Moved by Councillor McCreery
Seconded by Councillor Rolleman

THAT By-law No. 3030-19 Being a By-law to Confirm the Proceedings of Committee of the Whole on February 11, 2019 be read a First, Second, third time; and be finally passed, signed and sealed by the Mayor and Clerk.

CARRIED

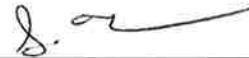
9. **ADJOURNMENT**

C-100-19 Moved by Councillor Rolleman
Seconded by Councillor McCreery

THAT WHEREAS business before this Committee of the Whole Meeting has been completed at 7:44 p.m.

AND BE IT RESOLVED THAT this Meeting adjourns and meets again on February 12, 2019 for Council Orientation / Training Session.

CARRIED



Susan Foxtton, Mayor



Ashley Sage, Clerk

MINUTES

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

Staff Present: Andrew McNeely, Chief Administrative Officer
Shelley Stedall, Treasurer/Director of Corporate Services
Ashley Sage, Clerk

4. STANDING COMMITTEE

4.1 FINANCE COMMITTEE

(Chair Councillor Margaret McCreery)

C-081-19 Moved by Councillor Ostner
Seconded by Councillor Gillespie

THAT the Finance Committee call the meeting to order at 6:01 p.m.
CARRIED

C-082-19 Moved by Mayor Foxtan
Seconded by Councillor Rolleman

THAT the Finance Committee approve items 4.1.1 and 4.1.2 as presented.
CARRIED

4.1.1 Report No. FIN-02-2019: 2019 Budget Update.

Item approved as presented:

“THAT Report FIN Report No. 02-2019 Budget Update Report be received;

AND THAT the Draft 2019 budget be amended to add a capital project in the Community Services - Recreation division of a Batting cage and Infield expansion on the small diamond #2 at Victoria Park in the amount of \$23,000, to be funded from a donation from the Ayr Minor Softball Association;

AND THAT the by-law to approve the Township of North Dumfries 2019 Budget with a tax levy of \$5,577,092 be presented for 1st, 2nd and 3rd reading at the Council meeting scheduled for Monday February 25th, 2019;

AND THAT a by-law be prepared that will authorize the Mayor and Clerk to enter into

a funding agreement, specifically regarding Project Number 1591959 between Her Majesty the Queen in Right of Canada as represented by the Minister of Employment and Social Development, for the amount of \$16,726 for North Dumfries Community Complex Accessibility Upgrades;

AND THAT Staff be directed to fill the following positions with the adoption of the 2019 Budget:

- a. Corporate Services Department – Finance Division: A new Full-Time Staff Equivalent complement be added for an Accounts Receivable Clerk, Grade 5;
- b. Community Services Department – Public Works Division: A new Seasonal Contract Equivalent (6 months) be added for an Operator II position;
- c. Community Services Department – Recreation Division: A new Seasonal Contract Equivalent (8 months) be added for a Facility Operator position.

AND THAT the 2019 Municipal Tax Rates be approved following the Region of Waterloo Council adoption of the 2019 Tax Ratio Policy.”

4.1.2 Report No. FIN-03-2019: 2019 User Fees and Charges By-law Amendment – Soccer Pitch Rates and Site Alteration Fees.

Item approved as presented:

“THAT Report FIN 03-2019 – 2019 User Fees and Charges By-law 3014-18 Amendment – be received;

AND THAT By-law 3014-18 (Fees and Charges) be amended to adjust fees, effective January 1, 2019, for the following Cowan Soccer Field rental rates:

- a. Cowan Soccer Pitches (Irrigated Fields Only) – Township – Adult (pitch per day) – \$196.02 plus Capital Reserve Fee \$12.50 plus HST for a total of \$235.63.
- b. Cowan Soccer Pitches (Irrigated Fields Only) – Township – Adult with lights (per practice or game) – hourly, be removed.

AND THAT the existing Schedule 'F' – PLANNING & DEVELOPMENT ENGINEERING, effective January 1, 2019 be amended to add the following:

- a. Site Alteration Fee – Alteration up to 1,000 m3:

Application fee	\$ 515	(Note 1)
Approval Fee	\$ 0.30 m3	(Note 2)

b. Site Alteration Fee – Alteration 1,001 m³ to 20,000 m³:

Application fee \$ 3,000 (Note 1)
 Approval Fee \$ 0.30 m³ (Note 2)

c. Site Alteration Fee – Alteration 20,001 m³ and greater:

Application fee \$ 3,000 (Note 1)
 Approval Fee \$ 0.26 m³ (Note 2)

(Note 1)

Refundable Deposit is due with the submission of a Site Alteration application(s). Township Staff based upon the type complexity of the matter will determine whether the deposit will be a "standard" (\$5,000 valuation) or "complex" (\$20,000) amount. If at any time the Deposit held on account by the Township is reduced to a value of less than \$1,500 on a "standard" application, or \$3,000 on a "complex" application, Staff will request the Applicant to top up the Refundable Deposit to a value necessary to complete work on the file(s). All work will cease on the Site Alteration application(s) until such time as the Refundable Deposit Account is restored to a value satisfactory to the Township. All professional fees and disbursements associated with peer review or technical services associated with Legal, Engineering, Transportation, Hydrogeology, Environmental Sciences, Geotechnical, Noise & Vibration and Landscape Architecture disciplines (and other similar service) shall be withdrawn from the Refundable Deposit Account. The Township shall levy an Administration Processing Fee (value of 11% of invoice amount) against the value of all expenses invoiced for peer review or technical services and withdraw these funds from the Refundable Deposit Account. Once all payments have been completed and the file(s) closed out, the residual of the Deposit Account will be refunded to the Applicant.

(Note 2)

Permit Approval: On-going Monitoring & Assessment (Sections 3.3 (c) and 3.4 of By-law 2612-14:

Letter of Credit or Equivalent	\$ 5,000 Minimum
Refundable Cash Deposit	\$ 2,500 mud-tracking
Refundable Deposit:	Peer Review – Monitoring (Value to be determined with review of operational plan included as an Appendix to the Permit.)”

C-083-19 Moved by Councillor Gillespie
Seconded by Councillor Ostner

THAT the Finance Committee meeting be adjourned at 6:08 p.m.
CARRIED



Margaret McCreery, Chair



Ashley Sage, Clerk

MINUTES

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

Staff Present: Andrew McNeely, Chief Administrative Officer
Shelley Stedall, Treasurer/Director of Corporate Services
Ashley Sage, Clerk

4. STANDING COMMITTEE

4.2 DEVELOPMENT SERVICES COMMITTEE (Chair Councillor Rod Rolleman)

C-084-19 Moved by Councillor McCreery
Seconded by Councillor Gillespie

THAT the Development Services Committee call the meeting to order at 6:09 p.m.

CARRIED

Councillor Ostner requests that item 4.2.3 be removed from the consent agenda.

C-085-19 Moved by Mayor Foxtan
Seconded by Councillor Ostner

THAT the Development Services Committee approve items 4.2.1 to 4.2.2 as presented.

CARRIED

4.2.1 Report No. PD-07-2019: Proposed Zoning By-law Amendment for 828543 and 939658 Ontario – Hilltop Subdivision Phase 4 (Legacy).

Item approved as presented:

“THAT PD Report No. 07-2019 be received;

AND THAT By-law No. 3033-19, being a By-law to further amend General Zoning By-law 689-83 for lands described as Part of Lots 33 and 34, Concession 7 Draft Approved Plan 30T-14301 – Phase 4 [File No. ZC-06/18] to replace Schedule ‘A’ of Site-Specific Exemption 30.1.312, be recommended to Council for approval;

AND THAT in accordance with the provisions of Section 34 (17) of the *Planning Act*,

notwithstanding that the proposed Zoning By-law Amendment contains revisions / updates that are different from that presented at the Statutory Public Meeting on January 22, 2019, Council determines that further notice in respect of the proposed Amendment is not required;

AND THAT Council authorize Staff to submit to the Region of Waterloo confirmation of the Township's concurrence on red-line revisions to the Draft Approved Plan of Subdivision 30T-14301 related to the establishment of townhouse block on the north side of the proposed Leslie Davis Street, west of proposed Vincent Drive."

4.2.2 Report No. PD-08-2019: Approval of a Site Plan Control Agreement for Kirkwood Apartments, 191 Stanley Street, Ayr.

Item approved as presented:

"THAT PD Report No. 08-2019 be received;

AND THAT the red-line revisions to the Grading and Site Servicing Drawings be incorporated to include a drainage swale within the grass/landscape buffer along the common property line with 259 Stanley St.

AND THAT the Development Services Committee recommend to Council that the Mayor and Clerk be authorized to execute a Site Plan Control Agreement between the Township of North Dumfries and Ayr & District Citizens Association to facilitate the construction of a three-storey addition consisting of 21 apartment units at 191 Stanley Street, subject to the following:

- i) The inclusion of all outstanding matters as identified by the Township's Engineering Consultant and Energy + Inc.; and
- ii) Any revisions as required by the Chief Administrative Officer;

AND THAT By-law No. 3034-19. being a By-law to authorize a Site Plan Control Agreement between Ayr & District Citizens Association and the Township, be executed."

4.2.3 Report No. CAO-04-2019: Amendment to the Site Alteration By-law.

This item is removed from the consent agenda for discussion.

C-086-19 Moved by Councillor Ostner
Seconded by Councillor Gillespie

THAT CAO Report No. 04-2019 be received;

AND THAT By-law 3036-19, being a By-law to further amend the Township's Site Alteration By-law, be enacted.

CARRIED

C-087-19 Moved by Councillor Ostner
Seconded by Councillor Gillespie

THAT the Development Services Committee meeting be adjourned at 6:16 p.m.

CARRIED



Rod Rolleman, Chair



Ashley Sage, Clerk

MINUTES

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

Staff Present: Andrew McNeely, Chief Administrative Officer
Shelley Stedall, Treasurer/Director of Corporate Services
Ashley Sage, Clerk

4. STANDING COMMITTEE

4.3 COMMUNITY SERVICES COMMITTEE
(Chair Councillor Derrick Ostner)

C-088-19 Moved by Councillor Gillespie
Seconded by Councillor McCreery

THAT the Community Services Committee call the meeting to order at
6:16 p.m.
CARRIED

C-089-19 Moved by Mayor Foxtan
Seconded by Councillor Rolleman

THAT the Community Services Committee approve items 4.3.1 and
4.3.2 as presented.
CARRIED

**4.3.1 Report No. REC-01-2019: Batting Cage and Junior Diamond Infield Expansion –
Victoria Park.**

Item approved as presented:

“THAT Rec. Report No. 01-2019 be received;

AND THAT Council endorse the completion of these projects by the Ayr Minor Ball
Association as continued improvements to the facilities in Victoria Park;

AND THAT Correspondence be forwarded through to the Ayr Minor Ball Association
expressing thanks for undertaking these projects and the continuing partnership with
the Township.”

4.3.2 Report No. PW-02-2019: 2018/2019 Sidewalk Winter Maintenance Update.

Item approved as presented:

“THAT PW Report No. 02-2019 be received for information.”

C-090-19 Moved by Councillor Rolleman
Seconded by Councillor McCreery

THAT the Community Services Committee meeting be adjourned at 6:18
p.m.

CARRIED



Derrick Ostner, Chair



Ashley Sage, Clerk

MINUTES

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

Staff Present: Andrew McNeely, Chief Administrative Officer
Shelley Stedall, Treasurer/Director of Corporate Services
Ashley Sage, Clerk

4. STANDING COMMITTEE

4.4 GOVERNANCE & PROTECTIVE SERVICES COMMITTEE
(Chair Councillor Pamela Gillespie)

C-091-19 Moved by Councillor Rolleman
Seconded by Councillor McCreery

THAT the Governance & Protective Services Committee call the meeting to order at 6:18 p.m.

CARRIED

C-092-19 Moved by Mayor Foxtan
Seconded by Councillor Rolleman

THAT the Governance & Protective Services Committee approve item 4.4.1 as presented.

CARRIED

4.4.1 Report No. CLK-04-2019: Policy for Pregnancy Leaves and Parental Leaves of Members of Council.

Item approved as presented:

“THAT Report CLK-04-2019 be received;

AND THAT the Governance & Protective Services Committee recommends Council adopt the Pregnancy and Parental Leaves for Members of Council Policy.”

C-093-19 Moved by Councillor McCreery
Seconded by Councillor Rolleman

THAT the Governance & Protective Services Committee meeting be
adjourned at 6:19 p.m.

CARRIED



Pamela Gillespie, Chair



Ashley Sage, Clerk