

## **MINUTES**

Mayor Foxtan 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

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

**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

**C-494-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** Council adopt the September 23, 2019 Regular Council Agenda as presented with the following addendum:

- i) Add item 7.1: Correspondence received by Councillor Rolleman from the Ontario Heritage Trust regarding Nominations for the Lieutenant Governor's Ontario Heritage Awards.

**CARRIED**

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

None reported.

**4. PRESENTATIONS**

**4.1** Sean-Michael Stephen, Senior Project Coordinator with Watson & Associates regarding Development Charges Study.

Sean-Michael Stephen, Senior Project Coordinator with Watson & Associates addresses Council. Mr. Stephen notes that he has been undertaken to conduct a development charges proposal for the Township and he would like to receive feedback prior to finalizing and posting on the Township website. Mr. Stephen notes that development charges recover capital costs associated with residential and non-residential development and he is here today to present his draft findings to staff as information.

Mr. Stephen reviews the development charges process and how they are calculated. Mr. Stephen notes the anticipated growth was calculated by looking at the Region's Official Plan, land-based employment and also discusses how this will impact the increased in need for services in the Township. Mr. Stephen reviews projects that make up the anticipated capital needs by service area that includes: fire, parking, parks and recreation, administration, roads and related services. Mr. Stephen notes the next that's includes any feedback from Council, and a public meeting on October 29<sup>th</sup>

Questions from Council:

Councillor McCreery inquiries if the projects listed were all included in the 10-year capital plan. The Chief Administrative Officer notes that they were all included in either the 10-year capital forecast, strategic plan and/or implementation process

Mayor Foxtan inquiries as to how existing soft services will be funded following 2021 due to Bill 108. Mr. Stephen notes that they do not know at this time. It is noted that this will need to be considered for future forecast. The Chief Administrative Officer notes that there is vagueness in the draft language and gaps in legislation, which means we will be looking at significant shifts, phases and what will be eligible vs ineligible for future.

Mr. Stephen notes that we are currently waiting on draft regulations.

**C-495-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie

**THAT** the presentation from Sean-Michael Stephen, Senior Project Coordinator with Watson & Associates regarding Development Charges Study be received for the purposes of information.  
**CARRIED**

**5. DELEGATIONS / PETITIONS**

**5.1 Tara Bedard and Karen Spenser with Immigration Partnership regarding Immigration Matters in Waterloo Region.**

Tara Bedard and Karen Spenser with Immigration Partnership addresses Council. Ms. Spenser discusses who they are and why they are here. Ms. Spenser notes that they conduct community collaborative of community service, municipal, business, business, post secondary and other organizations and that they need to collaborate with the Township's and municipalities, as they play a key role. Ms. Spenser notes that immigration is important for community growth and development through immigration

partnership will assist and encourage immigration in Waterloo Region.

Ms. Bedard notes that immigrants assists with a lot of important aspects and immigration in an area helps the community thrive. Ms. Bedard notes that she would like to engage Township Council with events and support municipal planning and service improvement.

Questions from Council:

None.

**C-496-19** Moved by Councillor Gillespie  
Seconded by Councillor Ostner

**THAT** the delegation from Tara Bedard and Karen Spenser with Immigration Partnership regarding Immigration Matters in Waterloo Region be received.

**CARRIED**

**5.2** Lyn Henderson regarding Cut Through Traffic / Speeding Concerns through Roseville.

Lyn Henderson was not in attendance.

**5.3** Jason Hunke with Hunke Construction requesting Council Approve a new Sign Structure.

Jason Hunke with Hunke Construction addresses Council. Mr. Hunke notes that he is here to request an alteration for a sign and digital display board.

Questions from Council:

Councillor McCreery notes that for past sign variance requests, a staff report is prepared that includes all the required information. Councillor Rolleman agrees and requests the Chief Building Official prepare a report for Council and then a decision will be made.

Councillor Ostner notes that this sign is smaller than the original and Council has approved LED signs in the past. The Chief Administrative Officer notes that this request is different than past requests, as those were reader boards and this is an imagery board. The Chief Administrative Officer further notes that Council has established a sign fee and by-law, and if they were to approve this tonight then they would be by-passing this process.

Councillor McCreery notes that this request should go through the Chief Building Official. Councillor McCreery further notes that there is a note from the Chief Building Official that he is confused with what the applicant is requesting and the Region also needs to review this.

Councillor Ostner inquiries whether the applicant can move forward with the plan. Councillor McCreery requests clarification.

Mayor Foxtan inquiries about the timeframe for this sign. Mr. Hunke notes that the sign size is required by the company and he can forgo the reader board if necessary.

Mayor Foxtan notes that she thinks Mr. Hunke should work with the Chief Building Official.

Councillor Rolleman notes that Mr. Hunke needs to apply for a variance, pay the required fee and a staff report that contains all relevant information will come forward for Council to consider. Councillor Rolleman notes that there is a process to be followed.

**C-497-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** the delegation from Jason Hunke with Hunke Construction requesting Council Approve a new Sign Structure be received;

**AND THAT** Mr. Hunke be encouraged to work through the building permit process with the Chief Building Official.

**CARRIED**

## **6. CONSENT AGENDA**

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

#### **6.1.1 Adoption of Resolutions from the September 9, 2019 Finance Committee.**

##### Recommendations from the Committee:

- a) "THAT Report FIN No. 25-2019, Financial Update to August 31, 2019, be received."
- b) "THAT Report FIN No. 6-2019, Zero Emission Vehicle Infrastructure Program, be received;

AND FURTHER that Council authorize the CAO to enter into a letter of Commitment with the Regional Municipality of Waterloo to make application with the Federal Government for one Level 2 electric vehicle charging station with 2 connectors supporting 2 dedicated parking spots at the North Dumfries Community Complex at 2958 Greenfield Road,

AND FURTHER that the CAO, through the letter of Commitment, in the grant application is successful, to commit the Township to enter into an appropriate contractual agreement with the Region of Waterloo to allow the Region, its agents and contractors to have access to the Ayr Library lands to install the Library charging station, with all costs for installation and operations to be paid by the Region of Waterloo;

AND FURTHER if the Grant application is successful, that the Township highest estimated cost of 50% of \$20,000, or \$10,000, be funded from the Reserve – Facilities, and placed in the 2020 budget.

AND FURTHER if the installation of the electric vehicle station at the North Dumfries Community Complex occurs, the annual maintenance fees, estimated to be \$800 per year, be funded from the North Dumfries Community Complex budget.”

**C-498-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** Council adopt the recommendations 6.1.1 (a) and (b) as presented by the Finance Committee dated September 9, 2019.  
**CARRIED**

**6.1.2** Adoption of Resolutions from the September 9, 2019 Development Services Committee.

Items 6.1.2 (c) and (d) are removed from the consent agenda for further discussion.

Recommendations from the Committee:

a) “THAT CAO Report No. 39-2019 be received;

AND THAT the *draft* Community Climate Adaption Plan (dated August 2019) be forwarded to the Township’s Planning & Sustainable Development Advisory Committee for review and consideration;

AND THAT the presentation from Kate Daley, Environmental Sustainability Specialist, Region of Waterloo, and the *draft* Community Climate Adaption Plan (August 2019) be received for the purposes of information.”

- b) “THAT Report No. PD-46-2019 be received;

AND THAT the Development Services Committee recommend to Council that the preparation of a Cultural Heritage Impact Assessment not be required for the demolition of the circa 1919 era garage and circa 1980 second storey addition on top of the garage at 128 Piper Street to facilitate the addition of a garage, mud room, and second storey great room above as presented to the Heritage Advisory Committee on August 29<sup>th</sup>, 2019;

AND THAT the Chief Building Official be authorized to issue a demolition permit for the removal of the circa 1919 era garage and circa 1980 second storey addition on top of the garage at 128 Piper Street, provided that the new addition of the garage, mud room and great room are constructed as presented to the Heritage Advisory Committee on August 29<sup>th</sup>, 2019.”

- c) **Please refer to Memorandum from Michelle Schaeffle, Township Planner Re: Update to Report No. PD-47-2019.**

“THAT PD Report No. 47-2019 be received;

AND THAT By-law 918-86 which designates the Elmcroft Home at 2596 Alps Road under the Ontario Heritage Act, be amended to correct the legal description as a result of Consent Application B-07/18 and to update the heritage description in accordance with the Ontario Heritage Act;

AND THAT staff be directed to process the proposed amendment in accordance with the provisions of the Ontario Heritage Act.”

- d) **Please refer to Memorandum from Michelle Schaeffle, Township Planner Re: Update to Report No. PD-48-2019.**

“THAT PD Report No. 48-2019 be deferred.”

- e) “THAT Report No. PD 49-2019 be received;

AND THAT a Bylaw to adopt Official Plan Amendment No. 32 to further amend the Township’s Official Plan by designating the lands located at 869 Brant-Waterloo Road associated with proposed Plan of Subdivision File 30T-18301 from *Agricultural Special Policy Area 2.7.9* to *Urban Residential*

*and Ancillary* to facilitate the development of the lands for urban residential uses, be enacted

AND THAT Council adopt the Conditions to Draft Approval included as Attachment No. 3 to this Report and recommend the same to the Region of Waterloo to facilitate the establishment of Lots, Blocks and the associated road pattern as set out in Subdivision File 30T-18301 for the purposes of establishing a residential neighbourhood on the subject lands;

AND THAT a Zoning By-law Amendment, being a By-law to rezone the lands located at 869 Brant-Waterloo Road to implement the hierarchy of land use activities associated with proposed Plan of Subdivision File 30T-18301, be recommended to Council for approval;

AND THAT Council, 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 May 29<sup>th</sup>, 2018, Council determines that further notice in respect of the proposed Amendment is not required.”

**C-499-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

THAT Council adopt the recommendations 6.1.2 (a), (b), and (e) as presented by the Development Services Committee dated September 9, 2019.

**CARRIED**

**C-500-19** Moved by Councillor Gillespie  
Seconded by Councillor Ostner

THAT PD Report No. 47-2019 be received;

AND THAT By-law 918-86 which designates the Elmcroft Home at 2596 Alps Road under the Ontario Heritage Act, be amended to correct the legal description and to update the heritage description in accordance with the Ontario Heritage Act;

AND THAT staff be directed to process the proposed amendment in accordance with the provisions of the Ontario Heritage Act.

**CARRIED**

**C-501-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie

**THAT** PD Report No. 48-2019 be received.  
**CARRIED**

**6.1.3** Adoption of Resolutions from the September 9, 2019 Community Services Committee.

Recommendations from the Committee:

- a) "THAT the Community Services Committee approve items 4.3.1 as presented."

**C-502-19** Moved by Councillor Gillespie  
Seconded by Councillor Ostner

**THAT** Council adopt the recommendations 6.1.3 (a) as presented by the Community Services Committee dated September 9, 2019.  
**CARRIED**

**6.1.4** Adoption of Resolutions from the September 9, 2019 Governance & Protective Services Committee.

Recommendations from the Committee:

- a) "THAT CAO Report No. 40-2019 be received for the purposes of information;

AND THAT by-law staff follow up on this matter to meditate the situation."

- b) "THAT Report CLK-14-2019 be received;

AND THAT the Governance & Protective Services Committee recommend that Council enact By-law 3092-19, being a By-law to Designate Fire Routes and Prohibit or Regulate Parking or Obstruction within Fire Routes in the Township of North Dumfries;

AND THAT By-law No. 1652-96 be repealed."



- c) "THAT Report CLK-15-2019 be received;

AND THAT the Governance & Protective Services Committee recommend that Council enact By-law 3093-19, being a By-law to Regulate and Control Operations on Township Roads within the Township of North Dumfries."

- d) "THAT Report CLK-16-2019 be received;

AND THAT the proposed Set Fines Part 1 for Parks By-law No. 2985-18 be approved;

AND FURTHER THAT staff submit the proposed Set Fines Part 1 for Parks By-law No. 2985-18 to the Ministry of Attorney General for approval."

- e) "THAT Report CLK-17-2019 be received;

AND THAT as part of the review staff exclusively assess and interpret the current mapping and wording used in the by-law to provide a more easily understood context of what is presently described and staff will report to Council any concerns raised as it pertains to the review of the by-law."

- f) "THAT Report CLK-18-2019 be received;

AND THAT the Governance & Protective Services Committee recommend that Council grant an exemption to Noise By-law No. 2609-14 to conduct construction related activities outside of the 7:00 a.m. to 7:00 p.m. permitted construction noise hours for the purposes of conducting Regional Road work on the following dates associated with the Stanley Street project:

- i) September 25, 2019 (with a rain date on September 26, 2019) – Stanley Street."

**C-503-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie

**THAT** Council adopt the recommendations 6.1.4 (a) to (f) as presented by the Governance & Protective Services Committee dated September 9, 2019.

**CARRIED**

## **6.2 Minutes**

### **6.2.1 Committee of the Whole Minutes dated August 12, 2019.**

- 6.2.2** Finance Committee Minutes dated August 12, 2019.
  - 6.2.3** Development Services Committee Minutes dated August 12, 2019.
  - 6.2.4** Community Services Committee Minutes dated August 12, 2019.
  - 6.2.5** Governance & Protective Services Committee Minutes dated August 12, 2019.
  - 6.2.6** Regular Council Minutes dated August 12, 2019.
  - 6.2.7** Council Orientation / Training Minutes dated August 14, 2019.
  - 6.2.8** Committee of the Whole Minutes dated September 9, 2019.
  - 6.2.9** Finance Committee Minutes dated September 9, 2019.
  - 6.2.10** Development Services Committee Minutes dated September 9, 2019.
  - 6.2.11** Community Services Committee Minutes dated September 9, 2019.
  - 6.2.12** Governance & Protective Services Committee Minutes dated September 9, 2019.
- C-504-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** Council approve the Minutes, as published in items 6.2.1 to 6.2.12.

**CARRIED**

### **6.3 Communications / Correspondence**

- 6.3.1** Resolution received from the Township of McKellar regarding Municipal Amalgamation.
- 6.3.2** Resolution received from the Municipality of Bluewater regarding Reducing Litter and Waste in our Communities.
- 6.3.3** Correspondence received from the Deputy Minister of Infrastructure and Communities regarding the Smart Cities Challenge.

- 6.3.4** Correspondence received from Parks and Recreation Ontario regarding Information about the Impact of Bill 108 on Municipal Parks and Recreation.
- 6.3.5** Resolution received from Hastings Highlands regarding Reducing Litter and Waste in Our Communities.
- 6.3.6** Resolution received from the Town of West Gwillimbury regarding Never Forgotten National Memorial.
- 6.3.7** Resolution received from Norfolk County regarding Request For Provincial Response to address Gas Well Issues.
- 6.3.8** Resolution received from Halton Region regarding the Local Planning Appeal Tribunal (LPAT).
- 6.3.9** Resolution received from the City of Kitchener regarding the Province of Quebec's Bill 21.
- 6.3.10** Resolution received from the City of Kitchener regarding single-use disposable wipes.
- 6.3.11** Resolution received from Hastings Highland regarding available septic re-inspection information.
- 6.3.12** Correspondence received from the Ministry of Natural Resources and Forestry regarding the Aggregate Reform Summit.
- 6.3.13** Resolution received from Chatham-Kent regarding Provincial Funding Cuts to Legal Aid Ontario.
- 6.3.14** Resolution received from the City of Kitchener regarding a deposit/return program for recycled plastics, aluminum and metal drink containers and review producer requirements/responsibility for all packaging.
- 6.3.15** Resolution received from the Township of Zorra regarding support for programs of the Upper Thames River Conservation Authority (UTRCA).
- 6.3.16** Correspondence received by Mayor Foxton regarding the Intersection of Willison Street and Inglis Street.
- 6.3.17** Correspondence received by Mayor Foxton regarding the Resurfacing Project Completed at the North Dumfries Community Complex.

**6.3.18** Correspondence received by Councillor Rolleman regarding Traffic Calming on Hilltop Drive.

**6.3.19** Correspondence received by Mayor Foxtan regarding Crime in Ayr.

**C-505-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** items 6.3.1 and 6.3.19 be received.  
**CARRIED**

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

**7.1** Correspondence received by Councillor Rolleman from the Ontario Heritage Trust regarding Nominations for the Lieutenant Governor's Ontario Heritage Awards.

**C-506-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** the correspondence received by Councillor Rolleman from the Ontario Heritage Trust regarding Nominations for the Lieutenant Governor's Ontario Heritage Awards be received;

**AND THAT** staff be directed to submit a nomination form for Craig Robson prior to the October 18, 2019 deadline.

**CARRIED**

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

None.

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

**9.1** Planning & Sustainable Development Advisory Committee Minutes dated June 18, 2019.

**C-507-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie

**THAT** Council received for the purposes of information item 9.1.  
**CARRIED**

**10. EXTERNAL PUBLIC AGENCIES**

**10.1 Region of Waterloo.**

**10.1.1** Region of Waterloo Minutes dated June 26, 2019.

**10.1.2** Region of Waterloo Minutes dated August 22, 2019.

**C-508-19** Moved by Councillor Gillespie  
Seconded by Councillor Ostner

**THAT** Council receive for the purposes of information item 10.1.1 and 10.1.2.

**CARRIED**

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

**10.2.1** GRCA Minutes dated June 28, 2019.

**C-509-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** Council receive for the purposes of information item 10.2.1.

**CARRIED**

**10.3 Energy+ Inc.**

None.

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

None.

**10.5 Library**

**10.5.1** Library Committee Minutes dated August 13, 2019.

**C-510-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** Council receive for the purposes of information item 10.5.1.

**CARRIED**

**11. PUBLIC SERVICE ANNOUNCEMENT**

Councillor Rolleman notes that two heritage plaques are to be unveiled this weekend.

Mayor Foxtan notes that Holiday Train will once again stop in Ayr this year. Mayor Foxtan also notes the upcoming Santa Claus Parade.

Mayor Foxtan congratulates Ashley Sage, Clerk for her completion of the AMCTO Municipal Administration Program.

Councillor Gillespie announces that she is a grandma.

Mayor Foxtan notes that she received an email from the Ministry of Natural Resources and as the Chair of TAPMO she will be calling an emergency meeting, as she has deep concerns regarding the upcoming review that is being held.

**12. BY-LAWS**

**12.1** By-law No. 3092-19 – Being a By-Law to Designate Fire Routes and Prohibit or Regulate Parking or Obstruction within Fire Routes in the Township of North Dumfries

**12.2** By-law No. 3093-19 – Being a By-law to Regulate and Control Operations on Township Roads within the Township of North Dumfries.

**C-511-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie

**THAT** by-law 3092-19 and 3093-19 be taken as read a first and second time.

**CARRIED**

**C-512-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** by-law 3092-19 and 3093-19 be taken as read a third time and finally passed.

**CARRIED**

**13. CLOSED SESSION**

None.

**14. RECONVENE INTO OPEN SESSION**

**15. BUSINESS ARISING FROM CLOSED SESSION**

**16. CONFIRMATORY BY-LAW**

By-law No. 3090-19 – Being a By-law to Confirm the Proceedings of Council on

September 23, 2019.

**C-513-19** Moved by Councillor Gillespie  
Seconded by Councillor Ostner

**THAT** By-law No. 3090-19 Being a By-law to Confirm the Proceedings of Council on September 23, 2019 be read a First, Second, third time; and be finally passed, signed and sealed by the Mayor and Clerk.  
**CARRIED**

**17. ADJOURNMENT**

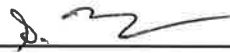
**C-514-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT WHEREAS** business before this Regular Council Meeting has been completed at 8:42 p.m.

**AND BE IT RESOLVED THAT** this Meeting adjourns and meets again on Tuesday, September 24, 2019 at 7:00 p.m. for Public Meeting.  
**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