

Woodstock City Council Regular Council Minutes

Date: September 21, 2023
 Time: 7:00 PM
 Location: Council Chambers

This meeting was held in person and electronically in accordance with section 238 (3.3) of the Municipal Act, 2001 as amended, and section 16.6.24 of the City of Woodstock Procedure by-law. This meeting took place in Council Chambers at Woodstock City Hall, 500 Dundas Street

1. **Closed Session**

2. **Disclosure of Pecuniary Interest**

Councillor K. Leatherbarrow declared a conflict of interest and refrained from discussing matters related to Operation Sharing under item 17. New Business as she is a sitting member of the Board.

3. **Disclosure of New Business**

3.a **Councillor L. Wismer-Van Meer put forth the following motion for Council's consideration under New Business:**

Whereas there is an increased number of individuals experiencing homelessness in our community;

And whereas providing a safe and accessible location for support services is crucial for these individuals and for our community;

And whereas Woodstock City Council established the Mayor's Social Well-Being Task Force and a Community and Social Well-Being reserve fund in 2023 in order to support initiatives that accelerate solutions to housing, mental health, safety, and addiction issues in our community;

And whereas the County of Oxford has contributed \$50,000 in funding to provide security services at Operation Sharing shelter locations in order to support the continued provision of support services;

Now therefore be it resolved that Woodstock City Council approves \$50,000 from the Community and Social Well Being reserve fund in order to support additional security services at Operation Sharing shelter locations so services can continue to be provided in a safe and accessible manner.

4. **Matters Arising from the Minutes**

5. **Minutes**

Moved by Councillor B. Wheaton
Seconded by Councillor Liz Wismer-Van Meer

That the minutes of the Regular meeting of Woodstock City Council held on September 7, 2023 be adopted.

Carried

6. **Additions to the Agenda**

Moved by Councillor B. Wheaton
Seconded by Councillor M. Schadenberg

That the following items be added to the agenda:

- Delegation item 8a - GSP Group-Hugh Handy and Theyonas Manorharan - ZN8 - 22-22 & OP 22-26-8 - Applications for Official Plan Amendment and Zone Change - Cedar Creek Golf Course
- Consideration of Correspondence item 10a - South Gate Centre - 50/50 Lottery Sign Display Request
- Consideration of Correspondence item 10 b - Minister of Municipal Affairs and Housing - Responding to the Housing Affordability Task Force's Recommendations

Carried

7. **Presentations**

8. **Delegations**

- 8.a >GSP Group-Hugh Handy and Theyonas Manorharan-ZN8 - 22-22 & OP 22-26-8- Applications for Official Plan Amendment and Zone Change - Cedar Creek Golf Course

No resolution is required as this item is dealt with under Consideration of Planning Reports item 9a.

9. **Consideration of Planning Reports**

- 9.a ZN 8- 22-22 & OP 22-26-8 - Applications for Official Plan Amendment & Zone Change - Cedar Creek Golf Club Limited & City of Woodstock (Evan Whittmann) - Salter Ave.

Moved by Councillor K. Leatherbarrow
Seconded by Councillor B. Wheaton

That Woodstock City Council advise County Council that the City supports the application to amend the Official Plan (File No. OP 22-26-8), submitted by Cedar Creek Golf Course Limited c/o Woodstock Developments Inc, for lands legally described as Part Lot 20-21, Plan 1600, Part 3 & 9 of 41R-5666, City of

Woodstock, to re-designate a portion of the subject lands to Low Density Residential to facilitate the development of 2 residential lots on the subject lands;

And further that Woodstock City Council approve in principle the zone change application (File No. ZN 8-22-22) submitted by Cedar Creek Golf Course Limited c/o Woodstock Developments Inc, to rezone the lands to 'Special Residential Zone 1 (R1-sp)', 'Passive Use Open Space (OS1)' & 'Special Active Use Open Space (OS2-sp)' to facilitate the development of 2 residential lots for single detached dwellings and an parking area for the proposed City park;

And further that any comments received from the public were reviewed and considered before the decision was made in relation to this planning matter.

Carried

Action – Clerks, Planning

9.b B23-44-8 & A23-18-8-Application for Consent & Minor Variance- 634524 Ontario Inc.- 34 Norwich Avenue

Moved by Councillor B. Wheaton
Seconded by Councillor C. Lauder

That Woodstock Council advise the Land Division Committee that the City supports Application File A23-18-08, submitted by 634524 Ontario Inc., for lands described as Plan 189, Lot 4, west side of Norwich Avenue, in the City of Woodstock, and municipally known as 34 Norwich Avenue, as it relates to:

1. Relief from Section 5.1.9.1 Table 2 – Permitted Projections into Required Yards, to reduce the minimum setback between projection and the new interior lot line created via Consent File B23-44-8 from 0.6 m (2 ft) to 0.3 m (1 ft), subject to the following condition:
 - i. That the said relief apply only to recognize the location of exterior stairs existing as of the date of the decision of the Land Division Committee regarding Consent File B23-44-8.

The relief meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

- i) The relief is a minor variance from the provisions of the City's Zoning By-law.
- ii) The relief is desirable for the use of the land.
- iii) The relief maintains the general intent and purpose of the City's Zoning By-law.
- iv) The relief maintains the intent and purpose of the Official Plan.

And further that Woodstock Council advise the Land Division Committee that the City supports the proposal to sever the subject lands, subject to the following conditions:

1. The Owner provides confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created. Any proposed easements shall be reviewed by the City of Woodstock.
2. The Owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding the installation of services and drainage facilities.
3. The Owner will be required to enter into a severance agreement for the severed parcel with the City of Woodstock. The agreement will be registered on first title by the owner.
4. All structures on the severed parcel shall be removed to the satisfaction of the City of Woodstock Building Department.
5. The Owner shall install a 3 m wide driveway to serve the retained lot to the satisfaction of the City of Woodstock Building Department.
6. The Owner shall submit a recent survey to confirm the proposed lot sizes to the satisfaction of the City of Woodstock.
7. The Owner(s) shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock and the County of Oxford, regarding the installation of services and drainage facilities, if required.
8. The Owner(s) shall obtain a letter provided by the Clerk of the City of Woodstock advising the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.

Carried

Action – Clerks, Planning

10. Consideration of Correspondence

10.a >South Gate Centre - 50/50 Lottery Sign Display Request

Moved by Councillor C. Lauder

Seconded by Councillor Liz Wismer-Van Meer

That Woodstock City Council approves the request from South Gate Centre to post signs promoting their 50/50 fundraising lottery from September 29th - November 17th 2023, subject to staff approval.

Carried

Action – Parks and Recreation, Building Department

10.b >Minister of Municipal Affairs and Housing - Responding to the Housing Affordability Task Force's Recommendations

Moved by Councillor K. Leatherbarrow
Seconded by Councillor M. Schadenberg

That Woodstock City Council received the correspondence from the Minister of Municipal Affairs and Housing - Responding to the Housing Affordability Task Force's Recommendations as information.

Carried

11. Staff Presentations

11.a Bassel Agroam, Asset Management Analyst - Asset Management Survey Results

Moved by Councillor Liz Wismer-Van Meer
Seconded by Councillor M. Schadenberg

That Woodstock City Council receive the Asset Management Survey Results presentation as information.

Carried

12. Mayor's Reports

13. Councillor Reports

14. Department Reports

14.a Administrative Services

14.a.1 Statement of Revenue and Expenditure and Statement of Capital Expenditures for the period ending August 31, 2023

Moved by Councillor M. Schadenberg
Seconded by Councillor Liz Wismer-Van Meer

That Woodstock City Council receive the Statement of Revenue and Expenditure and the Statement of Capital Expenditures for the period ending August 31, 2023 as information.

Carried

14.a.2 Elimination of the Vacant Unit Rebate Program

Moved by Councillor K. Leatherbarrow
Seconded by Councillor C. Lauder

That Woodstock City Council approve the elimination of the vacant unit rebate program effective with the 2024 taxation year;

And further that the necessary by-law be passed.

Carried

Action – Administrative Services

14.b Engineering

14.b.1 Market Building Interior Renovations – Tender Award

Moved by Councillor C. Lauder
Seconded by Councillor M. Schadenberg

That Woodstock City Council authorizes a \$467,000 increase to be funded by the Reserve for Capital Projects for the Market Building Interior Renovations;

And further that Woodstock City Council award the tender for the Market Building Interior Renovations to Trigon Construction Management in the amount of \$1,495,357.58, inclusive of HST;

And that Woodstock City Council declare the property known as 453 Dundas surplus to the needs of the City.

Carried

Action – Engineering, Administrative Services

14.c Cultural Services

14.d Parks and Recreation

14.d.1 Special Events Coordinator

Moved by Councillor C. Lauder
Seconded by Councillor K. Leatherbarrow

That Woodstock City Council authorize pre-approval in the 2024 Revenue Fund Budget to convert the Special Events Coordinator to a full-time position effective January 1, 2024.

Carried

Action – Parks and Recreation, Administrative Services

14.d.2 Pickleball Courts

Moved by Councillor Liz Wismer-Van Meer
Seconded by Councillor K. Leatherbarrow

That Woodstock City Council receives the report regarding Pickleball Courts as information.

Carried

14.e Economic Development

14.e.1 Proposed Purchase of 478-484 Dundas Street

Moved by Councillor C. Lauder
Seconded by Councillor M. Schadenberg

That Woodstock City Council authorize the Mayor and Clerk to sign an agreement of purchase and sale with the owner of 478 – 484 Dundas Street;

And further that the necessary bylaws be passed.

Carried

Action – Economic Development, Clerks, Administrative Services

14.e.2 Proposed Sale of City-Owned Industrial Land to 2499364 Ontario Inc. (DLH Carriers Inc.)

Moved by Councillor M. Schadenberg
Seconded by Councillor Liz Wismer-Van Meer

That Woodstock City Council authorize the Mayor and Clerk to sign an Agreement of Purchase and Sale with 2499364 Ontario Inc. (DLH Carriers Inc.)

Carried

Action – Economic Development, Clerks, Administrative Services

14.f Clerks

14.f.1 Proclamation and Community Flag Raising Policies

Moved by Councillor K. Leatherbarrow
Seconded by Councillor Liz Wismer-Van Meer

That Woodstock City Council approve updates to Council Policy GA002 – Proclamations and GA012 – Raising of Community Flags and Lowering Flags to Half-Mast.

Carried

Action – CAO, Clerks

14.g Chief Administrative Officer

14.h Human Resources

14.i Fire Services

14.i.1 Fire Department Minimum Staffing Increase

Moved by Councillor K. Leatherbarrow
Seconded by Councillor Liz Wismer-Van Meer

That Woodstock City Council approve the increase of minimum staffing within the Woodstock Fire Department Suppression Division from eight (8) to nine (9) effective September 27, 2023.

Carried

Action – Fire Services, Administrative Services

14.j Public Works

14.k Information Technology

15. Special Committee and Advisory Task Force Reports

16. Notice of Motion

16.a Councillor K. Leatherbarrow put forth the following Notice of Motion:

Councillor K. Leatherbarrow put forth the following Notice of Motion for consideration at the October 5, 2023 Council meeting:

Whereas the Ministry of Municipal Affairs and Housing has requested that the Mayor of the City of Woodstock commit in writing by October 15, 2023 to meet the provincially assigned target of 5,500 new homes in Woodstock by 2031;

And whereas this commitment will make Woodstock eligible for possible access to the Building Faster Fund if a minimum annual target is met;

And whereas this commitment will also activate Strong Mayor powers in the City of Woodstock effective October 31, 2023;

And whereas the Province has provided minimal clarity as to eligible expenses funded by the Building Faster Fund and how municipal progress will be tracked;

And whereas Woodstock City Council recognizes the current housing crisis locally and across the province and has actively supported planning applications to build more homes and increase residential density;

And whereas the Building Faster Fund and Strong Mayor powers do not ensure housing affordability for residents or other critical infrastructure and services required to support a growing and thriving community;

And whereas the enactment of Strong Mayor powers associated with this commitment could potentially harm the democratic process and deter future municipal candidates from serving the community;

And whereas Strong Mayor powers do not align with Council's Strategic Plan and Strategic Priorities;

And whereas Woodstock City Council does not support the use of Strong Mayor powers;

Now therefore it be resolved that prior to the Mayor signing a commitment in writing by October 15, 2023, the Mayor be requested to publicly outline the intentions of the use of Strong Mayor powers in writing to ensure transparency to the residents and taxpayers of the City of Woodstock.

17. New Business

Councillor K. Leatherbarrow declared a conflict of interest on this item (Councillor K. Leatherbarrow declared a conflict of interest and refrained from discussing

matters related to Operation Sharing under item 17. New Business as she is a sitting member of the Board).

Moved by Councillor Liz Wismer-Van Meer

Seconded by Councillor B. Wheaton

Whereas there is an increased number of individuals experiencing homelessness in our community;

And whereas providing a safe and accessible location for support services is crucial for these individuals and for our community;

And whereas Woodstock City Council established the Mayor's Social Well-Being Task Force and a Community and Social Well-Being reserve fund in 2023 in order to support initiatives that accelerate solutions to housing, mental health, safety, and addiction issues in our community;

And whereas the County of Oxford has contributed \$50,000 in funding to provide security services at Operation Sharing shelter locations in order to support the continued provision of support services;

Now therefore be it resolved that Woodstock City Council approves \$50,000 from the Community and Social Well Being reserve fund in order to support additional security services at Operation Sharing shelter locations so services can continue to be provided in a safe and accessible manner.

Carried

Action – Administrative Services, CAO

18. Draft By-laws

Moved by Councillor B. Wheaton

Seconded by Councillor C. Lauder

That the following by-laws be given a first and second reading:

- 9627-23 - A by-law to amend the City of Woodstock Municipal Code Chapter 153 – Property Standards Officers Appointments.
- 9628-23 - A by-law to amend the City of Woodstock Municipal Code Chapter 127– Municipal By-Law Enforcement Officer.
- 9629-23 - A by-Law to Opt-Out of the Vacant Unit Rebate Program Under Section 364 of the Municipal Act, 2001.
- 9630-23 - A by-law to provide for the financing of the purchase of 478-484 Dundas Street.
- 9631-23 -A by-law to provide for the purchase of certain lands owned by AG Sufi Inc. in the City of Woodstock.

Carried

Moved by Councillor B. Wheaton
 Seconded by Councillor K. Leatherbarrow

That the following by-laws be given a third and final reading:

- 9627-23 - A by-law to amend the City of Woodstock Municipal Code Chapter 153 – Property Standards Officers Appointments.
- 9628-23 - A by-law to amend the City of Woodstock Municipal Code Chapter 127– Municipal By-Law Enforcement Officer.
- 9629-23 - A by-Law to Opt-Out of the Vacant Unit Rebate Program Under Section 364 of the Municipal Act, 2001.
- 9630-23 - A by-law to provide for the financing of the purchase of 478-484 Dundas Street.
- 9631-23 - A by-law to provide for the purchase of certain lands owned by AG Sufi Inc. in the City of Woodstock.

Carried

19. Questions and Address by Members of Council

20. Adjournment

Moved by Councillor B. Wheaton
 Seconded by Councillor K. Leatherbarrow

That the meeting adjourn at 9:15 p.m.

Carried

Mayor – Jerry Acchione

Deputy City Clerk – Sunayana Katikapalli