

Council Meeting Minutes

Council Meeting

Date: September 23, 2024, 6:00 P.M.

Location: Council Chambers - Hybrid
60 Snyder's Road West
Baden, Ontario
N3A 1A1

Members Present: Mayor N. Salonen
Councillor S. Cressman
Councillor K. Wilkinson
Councillor H. Sidhu
Councillor L. Dunstall
Councillor S. Martin

Staff Present: Acting CAO, Director of Corporate Services/CFO, G. Clark
Director of Infrastructure Services, J. Molenhuis
Director of Development Services, H. O'Krafka
Director of Community Services, C. Catania
Manager of Legislative Services / Municipal Clerk, J. Bunn
Manager of Community Services, Manny O'Krafka
Supervisor of IT, K. Jeffreys
Supervisor of Legislative Services / Deputy Clerk, K. Bos
Project Coordinator, Amber Schenck

1. CALL TO ORDER

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT the Regular Council Meeting held on September 23, 2024 be called to order at 6:00 p.m.

Motion Carried Unanimously

2. CLOSED SESSION

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

THAT a Closed Meeting of Council be held on September 23, 2024, at 6:00 p.m. at the Wilmot Administrative Complex, in accordance with Section 239 (2) (d) the Municipal Act, 2001, to consider the following:

- Acting CAO – Labour relations or employee negotiations.

Motion Carried Unanimously

3. RECONVENE INTO OPEN SESSION

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Cressman

THAT Council reconvenes in Open Session at 7:00 p.m.

Motion Carried Unanimously

4. TERRITORIAL LAND ACKNOWLEDGEMENT

Councillor H. Sidhu read the Territorial Land Acknowledgment.

5. ADDITIONS TO THE AGENDA

Presentations

- Item 10.4 Region of Waterloo Road Safety Initiatives Update – Municipal Speed Camera Program

Delegations

- Item 13.1 – COR-2024-49 - Award of Contract for RFP 2024-16 Consulting Services – Public Engagement Process for the Future of the PMP
 - Barry Wolfe
- Item 14.3 - DS-2024-15 - Agricultural Advisory Committee Best Practices
 - Jenn Pfenning
 - Mark Reusser
- Item 14.4 - IS-2024-27 - Traffic Calming Policy and Implementation Plan
 - Jenn Pfenning

- Item 14.5 - CS-2024-24 - Community Services Master Plan Draft Recommendations and Service Delivery Review
 - Sandy Glaze
- Item 14.8 - COR-2024-44 Procedural By-law Follow Up Information Report
 - Barry Wolfe

Correspondence

- Item 12.5 - Correspondence from the Waterloo Federation of Agriculture Regarding Proposed Development on Bergey Court, New Hamburg

6. ADOPTION OF THE AGENDA

Moved by: Councillor S. Martin

Seconded by: Councillor H. Sidhu

THAT the Agenda as presented for September 23, 2024 be adopted, as amended.

Motion Carried Unanimously

7. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT

Councillor S. Martin declared a conflict of interest with Item 14.1 COR-2024-50 - Nithview Long-Term Care Home – Grant Request.

Councillor S. Cressman declared a conflict of interest with Item 14.1 COR-2024-50 - Nithview Long-Term Care Home – Grant Request.

8. MINUTES OF PREVIOUS MEETINGS

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT the Minutes of the September 9, 2024 Regular Council Meeting and the September 16, 2024 Special Council Meeting be adopted as presented.

Motion Carried Unanimously

9. PUBLIC MEETINGS

9.1 DS-2024-14 - ZCA-05-24, Nick Armstrong, 1238 Snyder's Road East

Manager of Planning and Economic Development, A. Martin presented the report.

Council asked and received response from staff regarding the following:

- Distance from the existing dwelling to the proposed dwelling; and,
- Impacts on the Minimum Distance Separation calculations.

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

THAT Council approve Zone Change Application 05/24 by Nick Armstrong to permit, as a temporary use, two single detached dwellings for a period of up to 18 months, subject to the following:

1. That the implementing by-law specifically limit occupancy to only one single detached dwelling at any time.

Motion Carried Unanimously

10. PRESENTATIONS

10.1 Grand River Conservation Authority Conservation Areas Strategy – Consultation Period

Samantha Lawson, Chief Administrative Officer of Grand River Conservation Authority presented.

Council asked and received response from the presenter regarding the following:

- Flood control infrastructure and water management.

10.2 Community Services Master Plan- Draft Recommendations

Tracey McQueen of McQueen Galloway Associates (MGA) presented.

Council asked and received response from the presenter regarding the following:

- Availability of part-time staff requirements for program delivery areas;
- Clarification on the job costing tool;
- Immediate actions to increase revenue in recreation;
- Clarification on school use, and township first policy for booking;

- Wilmot first priority for registration in programming; and,
- Partnership with Township of Wellesley on the ice block for pool block.

10.3 Community Services Master Plan- Service Delivery Review

Terry Alyman of McQueen Galloway Associates (MGA) presented.

Council asked and received response from the presenter regarding the following:

- Clarification on definition of lean staff.

Council recessed at 7:45 p.m.

Council resumed at 7:50 p.m.

Council asked and received response from the presenter regarding the following:

- The comparison of revenue generation and fee collection to comparators.

Council asked and received response from staff regarding;

- Current job cost recovery tracking.

10.4 Region of Waterloo Road Safety Initiatives Update – Municipal Speed Camera Program

Doug Spooner, Acting Transportation Commissioner for the Region of Waterloo presented.

Council asked and received response from the presenter regarding the following:

- Community Safety Zone for schools with entrances off of the Regional Road;
- Communication on the school zone speed limits;
- Future road design for safety;
- Revenue generated through the program and if we can expect a surplus; and,
- Vandalism to speed cameras in the Region.

11. DELEGATIONS

11.1 General Interest Delegations

11.1.1 Importance of protecting our farmland and declaring Wilmot not a willing host

Susanna Compton

11.2 Specific Interest Delegations

11.2.1 Item 13.1 - COR-2024-49- Award of Contract for RFP 2024-16 Consulting Services – Public Engagement Process for the Future of the PMP

11.2.1.1 Barry Wolfe

11.2.2 Item 14.1 - COR-2024-50 - Nithview Long-Term Care Home – Grant Request

11.2.2.1 Steven Harrison, CEO Tri-County Mennonite Homes

11.2.3 Item 14.3 - DS-2024-15 - Agricultural Advisory Committee Best Practices

11.2.3.1 Jenn Pfenning

11.2.3.2 Mark Reusser

11.2.4 Item 14.4 - IS-2024-27 - Traffic Calming Policy and Implementation Plan

11.2.4.1 Jenn Pfenning

11.2.5 Item 14.5 CS-2024-24 - Community Services Master Plan Draft Recommendations and Service Delivery Review

11.2.5.1 Sandy Glaze

11.2.6 Item 14.8 - COR-2024-44 - Procedural By-law Follow Up Information Report

11.2.6.1 Barry Wolfe

12. **CORRESPONDENCE**

Councillor Wilkinson pulled Item 12.4 Correspondence from the Region of Waterloo Regarding Updating the Water Supply Strategy.

12.1 Correspondence from Janet and Don Worthington Regarding Fight for Farmland

- 12.2 Correspondence from Tom Knezevich (Nith Valley EcoBoosters) Regarding Potential Expropriation
- 12.3 Correspondence from Mike Rice Seeking Council's Clarification on the Urbanization of Wilmot
- 12.4 Correspondence from the Region of Waterloo Regarding Updating the Water Supply Strategy

Council asked and received a response from staff regarding:

- If the Township is participating in the Water Supply Strategy; and,
- The wells represented on the map in Mannheim.

- 12.5 Correspondence from the Waterloo Federation of Agriculture Regarding Proposed Development on Bergey Court, New Hamburg

13. **CONSENT AGENDA**

Councillor L. Dunstall pulled Staff Report CS-2024-19 - 2024 Wilmot Canada Day Event Task Force Post-Event Report.

Councillor K. Wilkinson pulled Staff Report COR-2024-49 - Award of Contract for RFP 2024-16 Consulting Services – Public Engagement Process for the Future of the PMP.

- 13.1 CS-2024-19 - 2024 Wilmot Canada Day Event Task Force Post-Event Report

Council provided remarks of gratitude to the 2024 Wilmot Canada Day Event Task Force and event co-ordinators.

Moved by: Councillor H. Sidhu

Seconded by: Councillor S. Martin

THAT Report CS-2024-19, 2024 Wilmot Canada Day Event Task Force Post-Event Report be received for information.

Motion Carried Unanimously

- 13.2 COR-2024-49 - Award of Contract for RFP 2024-16 Consulting Services – Public Engagement Process for the Future of the PMP

Council provided clarifying comments on the role of Council in the review of the proposal.

Delegate B. Wolfe addressed Council.

Council asked and received a response from staff regarding the following:

- Participation in drafting the Terms of Reference.

Acting CAO, Director of Corporate Services / CFO, G. Clark presented the report.

Council asked and received a response from staff regarding the following:

- Clarification on the current direction for how to proceed with the statues.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor S. Martin THAT Report COR-2024-49 Award of Contract for RFP 2024-16 Consulting Services – Public Engagement Process for the Future of the PMP be received for information.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor L. Dunstall THAT the motion be amended to add THAT Council direct the Working Group to bring forward a draft Terms of Reference for Council approval, and further THAT the Terms of Reference comment on all options with respect to the future of the Prime Ministers Path Project, including asking the question Does the Township dispose of the statues and if so, how? or alternatively, does the Township continue to display the statues, and if so, how? and all other options considered.

Council asked and received a response regarding the following:

- Clarification on the direction from the First Peoples Group;
- If the amendment narrows the scope of the project, by minimizing the options;
- If this amendment would change the proposal received; and,
- The intention of bringing the Terms of Reference back to Council.

Council now voted on the amendment. The motion carried.

Council now voted on the main motion as amended.

Moved by: Councillor K. Wilkinson

Seconded by: Councillor S. Martin

THAT Report COR-2024-49 Award of Contract for RFP 2024-16 Consulting Services – Public Engagement Process for the Future of the PMP be received for information; and,

THAT Council direct the Working Group to bring forward a draft Terms of Reference for Council approval; and further,

THAT the Terms of Reference comment on all options with respect to the future of the Prime Ministers Path Project, including asking the question Does the Township dispose of the statues and if so, how? or alternatively, does the Township continue to display the statues, and if so, how? and all other options considered.

Motion Carried Unanimously

14. REPORTS

14.1 COR-2024-50 - Nithview Long-Term Care Home – Grant Request

Councillor S. Cressman declared a conflict of interest on this item, and recused from voting.

Councillor S. Martin declared a conflict of interest on this item, and recused from voting.

Acting CAO & Director of Corporate Services/CFO, G. Clark presented the report.

Council asked and received response from staff regarding the following:

- How other municipalities fund statutory and discretionary exemptions under the Development Charges Act, 1997;
- Urgency, and timing of this request; and,
- How the Region of Waterloo is handling the Regional Development Charges.

Delegate S. Harrison, CEO of Tri-County Mennonite Homes addressed Council.

Council asked and received response from the delegate regarding the following:

- Pressures that led to the need for the discretionary exemption when planning for this construction;
- What will happen if the Region of Waterloo refuses to waive the development charges; and,

- If the project is able to proceed without the grant for annual Development Charge payment from the Township of Wilmot.

Council asked and received response from staff regarding the following:

- Options on the table for 2025 Budget cuts to off-set this grant.

Mayor N. Salonen request a recorded vote.

Moved by: Councillor L. Dunstall

Seconded by: Councillor H. Sidhu

THAT Report COR-2024-50 Nithview Long-term Care Home – Grant Request be received and,

THAT staff include funding in future budgets to provide a grant to Tri-County Mennonite Homes (TCMH) equal to their required annual Development Charge payment related to the current Nithview project and,

THAT staff enter into a formal grant agreement with TCMH for the purposes of supporting the construction of the new Long-term Care (LTC) facility at Nithview.

In Favour (3): Mayor N. Salonen, Councillor H. Sidhu, and Councillor L. Dunstall

Against (1): Councillor K. Wilkinson

Conflict (2): Councillor S. Cressman, and Councillor S. Martin

Motion Carried (3 to 1)

Council recessed at 9:45 p.m.

Council resumed at 9:55 p.m.

14.2 CS-2024-22 - Options for Canada Day 2025

Director of Community Services, C. Catania presented the report.

Council asked and received response from staff regarding the following:

- The potential for a full-time staff for event planning; and,
- The cost for that potential full-time staffing component.

Moved by: Councillor L. Dunstall

Seconded by: Councillor K. Wilkinson

THAT Council receive Report CS-2024-22 Canada Day Options 2025; and further,

THAT Council directs Staff to proceed with Option 1, as presented in Report CS-2024-22; and further,

THAT Council extend the 2024 Wilmot Canada Day Event Task Force until Staff provide Council with a revised Terms of Reference for 2025.

Motion Carried Unanimously

14.3 DS-2024-15 - Agricultural Advisory Committee Best Practices

Director of Development Services, H. O'Krafka presented the report.

Council asked and received response from staff regarding the following:

- The appropriateness of the monthly schedule.

Delegates J. Pfenning and M. Reusser addressed Council.

Council asked and received response from the delegate regarding the following:

- The membership numbers of the farming associations in Waterloo Region;
- Timeframe for the postponement of the Committee; and,
- The potential to combine the Agriculture and Environmental Committee.

Council through consensus provided direction to staff to consult with regional agricultural and environmental associations on the proposed committee.

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT Report DS-2024-15 be received for information; and,

THAT Council direct staff to include appropriate budget allocations to facilitate the creation of an Agricultural and Environmental Advisory Committee within the 2025 Draft Operating Budget.

Motion Carried Unanimously

14.4 IS-2024-27 - Traffic Calming Policy and Implementation Plan

Director of Infrastructure Services, J. Molenhuis presented the report.

Council asked and received response from staff regarding the following:

- Clarification on the decision making authority whether or not to proceed with the traffic calming measures; and,
- Liability surrounding the information received in the Traffic Request Form.

Delegate J. Pfenning addressed Council.

Council asked and received response from the delegate regarding the following:

- Request for traffic calming policies and implementation in speed zones that are higher than 60 km/h.

Council asked and received response from staff regarding the following:

- If the policy is inclusive of traffic trends in rural areas such as haul routes, and hidden intersections.

Moved by: Councillor K. Wilkinson

Seconded by: Councillor S. Martin

THAT Council endorse the Traffic Calming Policy and Implementation Plan as outlined in this report; and,

THAT the following budget items be included for consideration in the 2024/25/26 Work Program and the 2025 Budget Process: annual data collection consulting resources: +50,000 Operating Budget, Regional traffic calming program (one-time) – +35,000 Capital Studies, RFP for Huron Road, Mannheim Road, Wilmot Line EA's (capital budgeted, timelines adjusted), EA study Huron Road, Mannheim Road, Wilmot Line (capital budgeted, timelines adjusted), Intersection Safety Review (Huron Road) - +40,000 Capital Studies, Speed Zone Review +20,000 Capital Studies and TWO additional locations for calming from list (unbudgeted, unknown).

Motion Carried Unanimously

14.5 CS-2024-24 - Community Services Master Plan Draft Recommendations and Service Delivery Review

Director of Community Services, C. Catania presented the report.

Delegate S. Glaze addressed Council.

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT Report CS-2024-24, Community Services Master Plan Draft Recommendations and Service Delivery Review be received for information; and

THAT staff be directed to bring a final Community Services Master Plan for adoption before the end of 2024.

Motion Carried Unanimously

14.6 CS-2024-23 - Wilmot Recreation Complex Refrigeration Plant Replacements and Enhancement Strategy

Director of Community Services, C. Catania presented the report.

Council asked and received response from staff regarding the following:

- If the costs have been included in the capital budget forecasting.

Moved by: Councillor S. Cressman

Seconded by: Councillor H. Sidhu

THAT Report CS-2024-23, Wilmot Recreation Complex Refrigeration Plant Replacements and Enhancement Strategy be received for information; and,

THAT Council receive an update on the Wilmot Recreation Complex Refrigeration Plant Replacements and Enhancement Strategy; and,

THAT Council authorize a 2025 Capital Project in the amount of \$700,000 to replace both Shell and Tube Chillers and Condenser components within the Wilmot Recreation Complex Refrigeration Plant as described in this report, funded from the Infrastructure Renewal Capital Reserve Fund (6125).

Motion Carried Unanimously

14.7 CS-2024-21 - New Hamburg Arena Preliminary Study Update

Director of Community Services, C. Catania presented the report.

Council asked and received response from staff regarding the following:

- Clarification on the grant requirements;
- If there is any way to increase the ice size in the existing building;
- If the ice size was modified in 2001.

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT Report CS-2024-21 New Hamburg Arena Preliminary Study Update be received for information.

Motion Carried Unanimously

A motion was brought forward by Councillor S. Cressman, seconded by Councillor K. Wilkinson THAT Council agrees to extend the time of meeting past 11:00 p.m. to midnight. The motion carried unanimously.

14.8 COR-2024-44 Procedural By-law Follow Up Information Report

Manager of Legislative Services, J. Bunn presented the report.

Delegate B. Wolfe addressed Council.

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT Report COR-2024-44 be received as information.

Motion Carried Unanimously

15. **BY-LAWS**

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

THAT By-Law as attached to this Agenda be read a first, second and third time, and finally passed in Open Council.

Motion Carried Unanimously

15.1 By-Law 2024-47 Being a By-Law to Further Amend the Zoning By-law (1238 Snyder's Rd East)

16. **NOTICES OF MOTION**

There were no Notices of Motion.

17. ANNOUNCEMENTS

Mayor N. Salonen provided announcements on:

- 2024 New Hamburg Fall Fair
- National Day for Truth and Reconciliation Memorial Walk- September 30, 2024 6:00 p.m. - 7:30 p.m. at Schmidt Woods
- Wilmot Fire Department presents Community Safety Day- October 5, 2024 10:00 a.m. - 1:00 p.m. at New Hamburg Community Centre

18. BUSINESS ARISING FROM CLOSED SESSION

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Cressman

THAT Council direct the Mayor and staff proceed as directed, and;

THAT Greg Clark be appointed as the Acting Chief Administrative Officer for the Township of Wilmot during the absence of the Chief Administrative Officer and as such shall have the powers and duties as set out respectively under the provisions of the Municipal Act, and any other statute, and the regulations thereby and, in addition, the by-laws of the Corporation of the Township of Wilmot.

Motion Carried Unanimously

19. CONFIRMATORY BY-LAW

Moved by: Councillor K. Wilkinson

Seconded by: Councillor S. Cressman

THAT the Confirmatory By-Law as attached to this Agenda be read a first, second and third time, and finally passed in Open Council.

Motion Carried Unanimously

20. ADJOURNMENT

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT we do now adjourn to meet again at the call of the Mayor.

Motion Carried Unanimously

DRAFT