

Council Meeting Minutes

Council Meeting

Date: November 4, 2024, 5:00 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 Community Services, C. Catania
Director of Development Services, H. O'Krafka
Fire Chief, R. Leeson
Supervisor of Legislative Services / Deputy Clerk, K. Bos
Supervisor of IT, K. Jeffreys
Administrative Clerk, C. Greenley

1. CALL TO ORDER

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

THAT the Regular Council Meeting held on November 4, 2024 be called to order at 5:00 p.m.

Motion Carried Unanimously

2. CLOSED SESSION

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT a Closed Meeting of Council be held on November 4, 2024, at 5:00 p.m. at the Wilmot Administrative Complex, in accordance with Section 239 (2) (b) (d) (e) and (f) of the Municipal Act, 2001, to consider the following:

- St. Agatha Community Centre- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- Cost-of-Living Adjustment- Labour relations or employee negotiations; and,
- Personal Matter- Advice that is subject to solicitor-client privilege, including communications necessary for that purpose which relates to personal matters about an identifiable individual, including municipal or local board employees.

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 7:05 p.m.

Motion Carried Unanimously

4. TERRITORIAL LAND ACKNOWLEDGEMENT

Councillor S. Cressman read the Territorial Land Acknowledgment.

5. ADDITIONS TO THE AGENDA

We had the following additions to the Agenda:

Delegation

- Item 12.3 - COR-2024-53 - Proposed Change for the 2025 Council Meeting Schedule and Notice Provisions
 - Linda Laepple

6. ADOPTION OF THE AGENDA

Councillor S. Martin asked for clarification on the addition to the Agenda and the Revised Agenda Package.

Moved by: Councillor S. Cressman
Seconded by: Councillor L. Dunstall

THAT the Agenda as presented for November 4, 2024 be adopted, as amended.

Motion Carried Unanimously

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

Councillor S. Cressman declared a conflict of interest with Item 12.5 DS-2024-16 - Zone Change Application 04/24, 430 Snyder's Road East, Baden and and Item 13.1 By-law 2024-52 Being a By-law to Amend By-law 1983-38 Being the Zoning By-law for the Township of Wilmot (430 Snyder's Rd E).

8. MINUTES OF PREVIOUS MEETING

Moved by: Councillor S. Martin
Seconded by: Councillor H. Sidhu

THAT the Minutes of the October 21, 2024 Regular Council Meeting be adopted as presented.

Motion Carried Unanimously

9. DELEGATIONS

9.1 Item 12.3 - COR-2024-53 - Proposed Change for the 2025 Council Meeting Schedule and Notice Provisions

Linda Laepple

10. CORRESPONDENCE

10.1 Correspondence from Mike Rice Regarding Contradictions in Wilmot Township Council's Approach to Community Engagement

11. CONSENT AGENDA

Councillor S. Cressman pulled Item 11.1 FS-2024-06 - Fire Station 2 Interior Renovations.

Moved by: Councillor S. Cressman
Seconded by: Councillor S. Martin

THAT Consent Agenda Item 11.1 be approved.

Motion Carried Unanimously

11.1 FS-2024-06 - Fire Station 2 Interior Renovations

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

- The considerable spread in quotes received; and,
- Reference checks for the successful proponent.

THAT RFT 2024-08 be awarded to Orion Construction and Management Company to undertake an interior renovation in the apparatus bay of Fire Station 2 in New Dundee, in the amount of \$298,862.80 net of HST.

12. REPORTS

12.1 CAO-2024-12 - Project Management Support

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

Council asked and received response from staff regarding the following:

- Potential difficulties of filling a contract position.

Moved by: Councillor H. Sidhu

Seconded by: Councillor S. Martin

THAT Report CAO-2024-12 Project Management Support be received, and;

THAT additional funding be approved for project Municipal Accounting Software Upgrade (1230-003) in the amount of \$300,000, to be funded from Infrastructure Renewal Capital Reserve Fund (6125).

Motion Carried Unanimously

12.2 COR-2024-28 - Council-Staff Relations Policy Review

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

Council asked and received response from staff regarding the following:

- Removal of any references to the term 'City Manager' in policy;
- Clarification on Section 7.1 and 7.2;

- What municipalities were examined that reference the expectations in Section 7;
- Clarification on Item 7.9 in regard to attending technical meetings between Staff and consultants, applicants, contractors or legal advisors;
- Clarification on the Section 8 Complaint Procedure regarding the complaints about Staff other than the CAO; and,
- The proposed implementation timeline.

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT Report COR-2024-28 Council-Staff Relations Policy Review, be received for information; and,

THAT Staff be directed to bring back the Council-Staff Relations Policy for approval at the November 25, 2024 Council Meeting.

Motion Carried

12.3 COR-2024-53 - Proposed Changes for the 2025 Council Meeting Schedule and Notice Provisions

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

Council asked and received response from staff regarding the following:

- If the proposal aligns to organization who greater utilize sub-committees;
- Clarification on the decision-making powers of the Committee of the Whole, specifically in regard to defeating items;
- Notice provisions; and
- Delegates speaking on the same subject matter at both the Committee of the Whole and Regular Council Meeting.

Delegate L. Laepple addressed Council.

Staff addressed the following questions raised by the Delegate:

- Delegations to the Committee of the Whole.

Moved by: Councillor K. Wilkinson

Seconded by: Councillor L. Dunstall

THAT Report COR-2024-53 Proposed Changes for the 2025 Council Meeting Schedule and Notice Provisions, be received for information; and,

THAT Council supports the proposed changes to the 2025 Council Meeting Schedule; and,

THAT Staff be directed to bring back the Committee of the Whole Terms of Reference, 2025 Council Calendar, and Procedural By-law amendments at the November 25, 2024 Regular Council Meeting for adoption.

Motion Carried Unanimously

12.4 CS-2024-32 - Administration Space Needs Analysis and Modernization Study

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

Council asked and received response from staff regarding the following:

- Further information on the projected staffing increase;
- Solutions to file storage and museum storage requirements and including exploring off-site storage opportunities;
- Work arrangements and potential for shared working spaces;
- The proposed changes to the Wilmot Community Room and how it will impact the overflow room for Council meetings; and,
- The potential to include Council Chamber renovations which include a secure area for Council and Staff.

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

THAT Report CS-2024-32, Administration Space Needs Analysis and Modernization Study be received for information.

Motion Carried Unanimously

12.5 DS-2024-16 - Zone Change Application 04/24, 430 Snyder's Road East, Baden

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

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

Moved by: Councillor H. Sidhu

Seconded by: Councillor S. Martin

THAT Council approve Zone Change Application 04/24 made by 1000685410 Ontario Inc. and GSP Group Inc., affecting lands with the municipal address of 430 Snyder's Road East, to:

1. increase the maximum building height from 2-stories to 4-stories; and
2. decrease the width of a drive aisle servicing angled parking spaces from 6.0m to 5.5m.

Motion Carried Unanimously

13. BY-LAWS

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

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

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

Motion Carried Unanimously

13.1 By-law 2024-52 Being a By-law to Amend By-law 1983-38 Being the Zoning By-law for the Township of Wilmot (430 Snyder's Rd E)

14. ANNOUNCEMENTS

Mayor N. Salonen provided announcements on:

- Albanian Heritage Month - November
- Hindu Heritage Month - November
- Lebanese Heritage Month - November

- Woman Abuse Prevention Month - November
- Wilmot-Wellesley Family Violence Prevention Program
- Prime Ministers Path First Community Gathering - Tuesday, November 12th from 4:30 - 8:00 p.m. at the Wilmot Recreation Complex
- Community Conversation on Public Safety -Monday, November 18th from 7:00 – 8:30 p.m. at the New Hamburg Community Centre
- Ghost Walks at Castle Kilbride - last tour of 2024 is happening on Saturday, December 7th
- Remembrance Day activities with Royal Canadian Legion, New Hamburg Branch 532
 - New Hamburg Legions Banner Program
- Diwali
- New Dundee Remembrance Day Ceremony - Saturday November 9th at 9:45 at the New Dundee Public School parking lot
- Wilmot Ecumenical Working Group on Indigenous/Settler Relationships is hosting a free screening of Walking Through the Fire film -Thursday, November 14, 2024 7 p.m. at the Zion United Church in New Hamburg

Councillor Cressman provided announcements on:

- Additional information on the New Dundee Remembrance Day Ceremony - Saturday November 9th
- Ward 1 Community Policing Information Open House Thursday, November 7th at the New Dundee Board of Trade

Councillor Dunstall provided remarks of appreciation to:

- Fire Chief R. Leeson and the New Hamburg Fire Department volunteer firefighters

15. BUSINESS ARISING FROM CLOSED SESSION

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

THAT with respect to Item 6.1 on the Closed Council Agenda dated November 4, 2024, staff be directed to proceed as directed in regard to the St Agatha Community Centre; and further,

THAT with respect to Item 6.3 on the Closed Council Agenda dated November 4, 2024, staff be directed to proceed as directed.

Motion Carried Unanimously

Moved by: Councillor S. Martin

Seconded by: Councillor S. Cressman

THAT with respect to Item 6.2 on the Closed Council Agenda dated November 4, 2024, staff be directed to include a Cost-of-Living Adjustment of 2.5 per cent in the 2025 Budget to be presented to Council.

Motion Carried

16. CONFIRMATORY BY-LAW

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

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

17. ADJOURNMENT

Moved by: Councillor S. Cressman

Seconded by: Councillor H. Sidhu

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

Motion Carried Unanimously