

Committee of the Whole Minutes

Monday, January 6, 2025, 6:00 P.M.

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
- Director of Infrastructure Services, J. Molenhuis
- Manager of Legislative Services / Municipal Clerk, K. Bos
- Desktop Support Technician, R. Ubhi
- Administrative Clerk, C. Greenley

1. CALL TO ORDER

Mayor Salonen gave an introduction the new Council decision-making process and the Committee of the Whole Meeting.

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Cressman

THAT the Committee of the Whole Meeting held on January 6, 2025 be called to order at 6:00 p.m.

Motion Carried Unanimously

2. TERRITORIAL LAND ACKNOWLEDGEMENT

Councillor S. Martin read the Territorial Land Acknowledgement.

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF THE AGENDA

Moved by: Councillor S. Cressman

Seconded by: Councillor L. Dunstall

THAT the Agenda as presented for January 6, 2025 be adopted, as amended.

Motion Carried Unanimously

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

There were no disclosures of pecuniary interest.

6. DELEGATIONS

6.1 Specific Interest Delegations

6.1.1 Item 9.5 - IS-2024-01 - Knipfel Private DWS System - Project Update

6.1.1.1 Philip Wendland

6.1.1.2 David Ross

6.1.1.3 Doug Jordan

6.1.1.4 Tracey Mitchell

6.1.2 Item 9.1 - COR-2025-02 - Council - Staff Relations Policy

6.1.2.1 Barry Wolfe

6.1.2.2 Donald Kasta

7. CORRESPONDENCE

7.1 Correspondence from David Sisco Regarding Knipfel Private DWS System

7.2 Correspondence from Doug Jordan Regarding Knipfel Private DWS System

- 7.3 Correspondence from Karen McDonald Regarding Knipfel Private DWS System
- 7.4 Correspondence from Karin and Rick Demerling Regarding Knipfel Private DWS System
- 7.5 Correspondence from Liz Ross Regarding Knipfel Private DWS System
- 7.6 Correspondence from Susan Sisco Regarding Knipfel Private DWS System
- 7.7 Correspondence from Phil Wendland Regarding Petersburg DWS
- 7.8 Correspondence from K. Dan Schwartzentruber Regarding Knipfel Private DWS System
- 7.9 Correspondence from William Renner Regarding Knipfel Private DWS System

8. **CONSENT AGENDA**

Moved by: Councillor S. Martin

Seconded by: Councillor H. Sidhu

THAT Consent Agenda Items 8.1 and 8.2 be approved.

Motion Carried Unanimously

8.1 **COR-2025-01 - Award of Contract for Gasoline and Diesel Supply for 2025**

THAT Report COR-2025-01 Co-op Contract for Supply of Gasoline and Diesel Fuel be received for information, and;

THAT Council approve participation in the Grand River Co-op Purchasing (GRCPG) contract for supply and delivery of gasoline and fuel, for the period March 1, 2025, to February 28, 2030, with three (3), one (1) year renewal options.

8.2 **COR-2025-03 - Operating and Capital Variance Update - September 30, 2024**

THAT Report COR-2025-03 2024 Q3 Operating and Capital variance be received for information.

9. REPORTS

9.1 COR-2025-02 - Council – Staff Relations Policy

Acting CAO / Director of Corporate Services / CFO, G. Clark provided an introduction to the report.

Delegate B. Wolfe addressed Council.

Delegate D. Kasta addressed Council.

Councillor K. Wilkinson requested a recorded vote.

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

THAT Report COR-2025-02 Council – Staff Relations Policy be received; and,

THAT Council approves the Council – Staff Relations Policy included as Attachment 1 effective February 1, 2025.

| | In Favour | Against | Conflict |
|-------------------------|--------------|----------|----------|
| Mayor N. Salonen | | X | |
| Councillor S. Cressman | X | | |
| Councillor K. Wilkinson | | X | |
| Councillor H. Sidhu | | X | |
| Councillor L. Dunstall | X | | |
| Councillor S. Martin | X | | |
| Results | 3 | 3 | 0 |

Motion Defeated (3 to 3)

9.2 COR-2025-04 - 2025 Interim Tax Levy

Acting CAO / Director of Corporate Services / CFO, G. Clark provided an introduction to the report.

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

- Clarification regarding Township of Wilmot portion versus the Region of Waterloo portion of the tax levy; and,
- If there was a potential to insert a piece of communication with the tax bill with information on the collection of taxes for the Region and School Boards.

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT Report COR-2025-04 be received; and,

THAT Council adopt By-Law 2025-02 to set the due dates for the interim billing of property taxes for 2025; and,

THAT Council direct Staff to commence a communications effort to notify residents of planned changes to tax due dates for 2025, and to encourage increased participation in the Township's pre-authorized payment program for taxes.

Motion Carried Unanimously

9.3 CS-2024-35 - Single Use Plastics

Director of Community Services, C. Catania provided an introduction to the report.

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT Report CS-2024-35, Single Use Plastics be received for information.

Motion Carried Unanimously

9.4 CS-2025-01 - 2024 Special Event and Facility Subsidies

A motion was brought forward by Councillor H. Sidhu, seconded by Councillor L. Dunstall THAT Report CS 2025 – 01, 2024 Special Event and Facility Subsidies be received for information; and, THAT Council directs Staff to continue facility use subsidies and in-kind staff costs for legacy facility bookings, by affiliated groups and special events taking place at Township facilities in 2025.

Director of Community Services, C. Catania provided an introduction to the report.

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

- Comparison to other area municipalities regarding subsidies provided for minor hockey organizations;
- Clarification regarding discounts provided to major ice user groups;
- Whether subsidy revisions have been discussed with these affiliated groups and special events;
- Whether the number of facility users is tracked by staff;
- Cost impacts for facilities that are not rented but are available to be to rented;
- Minor hockey registration dates;
- How affiliated groups and special events benefit the community;
- Clarification regarding subsidies provided for Moparfest and other large special events; and
- Economic impact of special events which are subsidized.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu, THAT the motion be amended to insert and THAT Council directs Staff to review the affiliation policy and report back to the Committee of the Whole in September with details including participation rates, residency and fees and charges. The motion carried unanimously.

The Committee now voted on the main motion, as amended.

Moved by: Councillor H. Sidhu

Seconded by: Councillor L. Dunstall

THAT Report CS 2025 – 01, 2024 Special Event and Facility Subsidies be received for information; and,

THAT Council directs Staff to continue facility use subsidies and in-kind staff costs for legacy facility bookings, by affiliated groups and special events taking place at Township facilities in 2025; and

THAT Council directs Staff to review the affiliation policy and report back to the Committee of the Whole in September with details including participation rates, residency and fees and charges.

Motion Carried Unanimously

9.5 IS-2025-01 - Knipfel Private DWS System – Project Update

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT Council directs Staff to proceed with the detailed design for replacing the Knipfel Private Distribution Water System with a new municipal watermain and services that meets current municipal and provincial design and safety standards, including design for service connections for all existing users and properties fronting the proposed watermain layout in northeast Petersburg, Notre Dame Drive, and Snyder's Road East.

Director of Infrastructure Services, J. Molenhuis provided an introduction to the report.

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

- Confirmation of obligations of Township of private licence was not renewed at the end of 2024;
- The reporting and standards requirements of non-municipal water systems;
- Township liabilities as authority and as future owner;
- The reasoning that property owners can't have personal well as water source;
- Clarification regarding the design process;
- The potential cost implications of hiring consultant to complete design;
- The expected time frame and next steps from design to project completion;
- The timelines provided by the Ministry for this project;
- Confirmation regarding Township responsibilities when it owns this DWS as opposed to the responsibilities of the Region of Waterloo;
- Clarification regarding this process in comparison to the St. Agatha and New Dundee DWS;
- Clarification regarding costs presented and capital costs relating to this DWS;

- Clarification regarding liability for this system during the ownership transfer period;
- Clarification of the costs presented and how responsibility for the cost is determined;
- Clarification regarding whether an ownership transfer has already taken place;
- What method was used to notify affected residents and whether there is a standard notice requirement;
- Clarification regarding the personal liability of Council as it pertains to drinking water;
- Clarification regarding the regulation levels of municipal and non-municipal systems; and
- Whether there will be flexibility during the design process.

Delegate P. Wendland addressed Council.

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

- Clarification regarding the payment structure for this project; and,
- Whether email communication distribution group could be started for this project.

Delegate D. Ross addressed Council.

Delegate D. Jordan addressed Council.

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

- What happens if additional residences wish to connect to this system in the future; and,
- Whether staff could facilitate a meeting between users and MTE.

Delegate T. Mitchell addressed Council.

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

- How distribution system might be impacted in the future depending on the water source;
- Confirmation regarding the design process as it pertains to changing or additional information which may come;

- Potential requirement of adjustments to the system should the Region of Waterloo connect in the future;
- Clarification regarding costs associated with design process, should a future decision be made to not move forward with construction process;
- Confirmation of costs incurred to date which need to be recovered; and,
- Clarification regarding the obligations of Council moving forward with this system and impacts of decisions.

A motion was brought forward by Councillor L. Dunstall, seconded by Councillor K. Wilkinson THAT the motion be amended to add and THAT Staff to report back at the next Regular Council Meeting on the public consultation process for the detailed design for replacing the Knipfel Private Distribution Water System. The motion carried unanimously.

The Committee now voted on the main motion, as amended.

Moved by: Councillor K. Wilkinson

Seconded by: Councillor H. Sidhu

THAT Council directs Staff to proceed with the detailed design for replacing the Knipfel Private Distribution Water System with a new municipal watermain and services that meets current municipal and provincial design and safety standards, including design for service connections for all existing users and properties fronting the proposed watermain layout in northeast Petersburg, Notre Dame Drive, and Snyder's Road East; and,

THAT Staff report back at the next Regular Council Meeting on the public consultation process for the detailed design for replacing the Knipfel Private Distribution Water System.

Motion Carried Unanimously

10. ANNOUNCEMENTS

Mayor N. Salonen provided announcements on:

- January 7th Special Council Meeting 2025 Budget Public Delegation Night
- January 13th Prime Minister Path Engagement Community Tea Circle

- February 15th Heritage Day at the New Dundee Community Centre

Councillor S. Cressman provided an announcement on:

- January 9th Ward 1 Townhall Meeting at the New Dundee Community Centre from 7:00 p.m. - 9:00 p.m.

11. **ADJOURNMENT**

Moved by: Councillor H. Sidhu

Seconded by: Councillor K. Wilkinson

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

Motion Carried Unanimously