

Council Meeting Minutes

Council Meeting

Date: February 24, 2025, 6:45 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 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
Manager of Planning and Economic Development, A. Martin
Supervisor of Legislative Services / Deputy Clerk, M. Dykstra
Desktop Support Technician, R. Ubhi

1. CALL TO ORDER

Moved by: Councillor S. Cressman

Seconded by: Councillor S. Martin

THAT the Regular Council Meeting held on February 24, 2025 be called to order at 7:00 p.m.

Motion Carried Unanimously, By All Members Present

2. TERRITORIAL LAND ACKNOWLEDGEMENT

Councillor K. Wilkinson read the Territorial Land Acknowledgment.

3. ADDITIONS TO THE AGENDA

Item 11 - Correspondence

- 11.7 Correspondence from John Trainor Regarding Expropriation of Land for Industrial Development
- 11.8 Correspondence from Janet Bradley Regarding Wilmot Land Assembly
- 11.9 Correspondence from Donald F. Worthington Regarding Wilmot Land Assembly
- 11.10 Correspondence from Andrew Wilson Regarding Land Assembly
- 11.11 Correspondence from Melissa Kristensen Regarding Preserving Wilmot's Farmland

4. ADOPTION OF THE AGENDA

Moved by: Councillor S. Martin

Seconded by: Councillor K. Wilkinson

THAT the Agenda as presented for February 24, 2025 be adopted, as amended.

Motion Carried Unanimously, By All Members Present

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

There were no disclosures of pecuniary interest.

6. MINUTES OF PREVIOUS MEETINGS

Moved by: Councillor S. Cressman

Seconded by: Councillor L. Dunstall

THAT the Minutes of the January 27, 2025 Regular Council Meeting and the February 3, 2025 Committee of the Whole be adopted as presented.

Motion Carried Unanimously, By All Members Present

7. PRESENTATIONS

There were no presentations.

8. DELEGATIONS

There were no delegations.

8.1 General Interest Delegations

8.2 Specific Interest Delegations

9. **CORRESPONDENCE**

9.1 Correspondence from Anne Loeffler Regarding Declaring Wilmot and Unwilling Host to Land Assembly

9.2 Correspondence from Dorothy Wilson Regarding Destruction of Wilmot Farmland

9.3 Correspondence from Heather Parekh Regarding Land Assembly

9.4 Correspondence from Tom Molloy Regarding Land Expropriation

9.5 Correspondence from Yvonne Zyma Regarding Letter of Concern

9.6 Correspondence from Pauline Duench Miller Regarding Land Assembly

9.7 Correspondence from John Trainor Regarding Expropriation of Land for Industrial Development

9.8 Correspondence from Janet Bradley Worthington Regarding Wilmot Land Assembly

9.9 Correspondence from Donald F. Worthington Regarding Wilmot Land Assembly

9.10 Correspondence from Andrew Wilson Regarding Land Assembly

9.11 Correspondence from Melissa Kirstensen Regarding Preserving Wilmot's Farmland

10. **CONSENT AGENDA**

Mayor N. Salonen pulled Item 10.3 - IS-2025-03 - Veteran's Decorative Crosswalk.

Moved by: Councillor S. Cressman

Seconded by: Councillor S. Martin

THAT Consent Agenda Items 12.1, 12.2, and 12.3 be approved.

Motion Carried Unanimously, By All Members Present

10.1 CAO-2025-02 - Prime Minister's Path Project Terms of Reference

THAT the PMP Working Group – Terms of Reference as described in Report CAO-2025-02 - Prime Minister's Path Project Terms of Reference as Attachment 1 be approved.

10.2 COR-2025-05 - Petition for Drainage Works by Owners- Quiet Oak Dairy Farms and K. and K. Hunsberger

THAT the Petition for Drainage Works by Owners Quiet Oak Dairy Farms and K. & K. Hunsberger be accepted as described in Report COR-2025-05 - Petition for Drainage Works by Owners- Quiet Oak Dairy Farms and K. and K. Hunsberger; and further,

THAT K. Smart Associates Limited be appointed as the engineer firm to prepare a report with instruction as per Section 8(4) of the Drainage Act to include the Quiet Oak Dairy Farms and K. & K. Hunsberger petition in the Section 78 report for the Nicklas Drain.

10.3 IS-2025-03 - Veteran's Decorative Crosswalk

Mayor N. Salonen provided comments from the Region of Waterloo.

THAT Staff be directed to report back with a policy and draft agreement terms related to decorative crosswalk installations in the Township of Wilmot as described in Report IS-2025-03 - Veteran's Decorative Crosswalk.

11. REPORTS

11.1 DS-2025-01 - Sign By-law Variance – 374 Hamilton Road, New Hamburg

Andrew Martin, Manager of Planning and Economic Development provided an introduction to the report.

Moved by: Councillor S. Martin

Seconded by: Councillor S. Cressman

THAT Council approve a variance to Township Sign By-law 2002-68 as it applies to the billboard sign located at 374 Hamilton Road, New Hamburg, to increase the maximum allowable percentage of non-Wilmot based content from 20% to 50% of the total sign face subject to the following conditions to be noted on the billboard approval:

1. If all billboard spaces are occupied and a Wilmot based business or businesses request to be located on the billboard, the first available vacancies be made available to the Wilmot business or businesses prior to the installation of any additional non-Wilmot content; and

2. If a Wilmot based business has requested to advertise on the billboard, no contracts for advertisements on the billboard for non-Wilmot based content be renewed until such time as the Wilmot based business has been accommodated on the billboard.

Motion Carried Unanimously, By All Members Present

12. BY-LAWS

Moved by: Councillor K. Wilkinson

Seconded by: Councillor L. Dunstall

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, By All Members Present

12.1 By-Law 09-2025 Appoint a Deputy Clerk

13. NOTICES OF MOTION

13.1 Councillor K. Wilkinson Notice of Motion Regarding Governance Policy HR-001 Hiring and Termination of Employees

Councillor K. Wilkinson introduced their Notice of Motion.

Councillor S. Martin assumed the role of Chair at 7:08 p.m.

Council asked and received a response to the following:

- Clarification regarding the proposed motion, and the timelines associated with the implementation of the motion; and,
- Whether other municipalities have similar policies in effect.

Moved by: Councillor K. Wilkinson

Seconded by: Mayor N. Salonen

WHEREAS Governance Policy HR-002 Hiring and Termination of Employees was issued on November 18, 2019; and,

WHEREAS this policy applies to the hiring of all positions for the Corporation of the Township of Wilmot; and,

WHEREAS the Township of Wilmot is committed to ensuring fiscal responsibility, operational efficiency, and adaptability in its workforce; and,

WHEREAS turnover in staff positions presents an opportunity to evaluate organizational needs and align resources with current priorities; and,

WHEREAS Council recognizes the importance of maintaining a lean and effective workforce while ensuring essential services are delivered to the residents of Wilmot.

NOW THEREFORE BE IT RESOLVED

THAT Council directs Staff to report back to the April Committee of the Whole with recommendations for amendments to the Governance Policy HR-002 Hiring and Termination of Employees which considers the following:

- A municipal scan of Hiring and Termination of Employees policies;
- Reviewing every staff position that becomes vacant due to turnover;
- Requiring Staff to present to Council a justification for the continuation, modification, or elimination of the position. This presentation must include:
 - A detailed analysis of the position's roles and responsibilities;
 - An assessment of how the vacancy impacts service delivery and departmental objectives;
 - Options for restructuring or redistributing duties within the department;
 - A recommendation for Council consideration to:
 - Endorse the continuation and filling of the position as is;
 - Approve a modified version of the position to better align with current needs;
 - Reject the justification and allow for the attrition of the position; and,

FINALLY THAT Council directs Staff to provide an annual report to Council summarizing the turnover of employees, including positions reviewed, decisions made, and any resulting changes to the organizational structure.

Motion Carried

Mayor N. Salonen resumed the role of Chair at 7:19 p.m.

13.2 Councillor L. Dunstall Notice of Motion Regarding LEAN Government

Councillor Dunstall introduced their Notice of Motion.

Council asked and received a response to the following:

- Whether the motion will replicate work detailed in the Notice of Motion regarding Governance Policy HR-001 Hiring and Termination of Employees.

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Cressman

WHEREAS Lean Government adapts manufacturing principles to public sector processes, focusing on efficiency, waste reduction, and service improvement through streamlined workflows and continuous improvement; and,

WHEREAS Municipalities such as Toronto, Mississauga, Hamilton, and Peterborough have adopted these methodologies to optimize operations; and,

WHEREAS the adoption of Lean Government principles brings about several notable benefits:

- **Increased Efficiency:** Streamlines operations, saving time and resources.
- **Cost Savings:** Reduces costs by eliminating waste without compromising service quality.
- **Improved Service Delivery:** Enhances responsiveness and reliability of public services.
- **Employee Engagement:** Boosts morale by involving staff in decision-making and problem-solving to promote continuous improvement
- **Improved Permitting Processes:** Reducing the time, it takes to issue building or business permits by eliminating unnecessary steps and standardizing workflows.
- **Efficient Budgeting:** Implementing Lean principles to create more transparent and efficient municipal budgets.

NOW THEREFORE BE IT RESOLVED

THAT Council directs Staff to report back at the June Committee of the Whole Meeting with more information on the Lean Government Program.

Motion Carried Unanimously, By All Members Present

13.3 Mayor N. Salonen Notice of Motion Regarding US Tariffs

Councillor S. Martin assumed the role of Chair at 7:22 p.m.

Mayor N. Salonen introduced their Notice of Motion.

Moved by: Mayor N. Salonen

Seconded by: Councillor K. Wilkinson

WHEREAS The United States government has indicated a potential 25% tariff on Canadian made goods as of March 2025; and,

WHEREAS the Canadian Chamber of Commerce's U.S. Tariff Exposure Index has ranked that Waterloo Region would be the 4th most vulnerable community in Canada to U.S. tariffs; and,

WHEREAS the potential of these tariffs would have an immeasurable impact on Wilmot residents and local businesses during a time of economic hardship.

NOW THEREFORE BE IT RESOLVED

THAT Council directs Township of Wilmot staff to explore options for limiting the impact of the potential United States' sanctioned tariffs on Township Services; and,

FURTHER THAT Council directs Township of Wilmot staff to review our current procurement process for opportunities to increase made in Canada provisions; and,

FINALLY THAT Township of Wilmot Council formally requests that the Waterloo Economic Development Corporation (WEDC), through the Business Economic Support Team Waterloo Region (BEST WR), develop an action plan to support Waterloo Region businesses, including Wilmot businesses, and our collective economic interests.

Motion Carried Unanimously

Mayor N. Salonen resumed the role of Chair at 7:29 p.m.

14. ANNOUNCEMENTS

Mayor N. Salonen provided announcements on:

- Black History Month - February;
- Annual Coldest Night of the Year;
- Pink Shirt Day - Wednesday, February 26, 2025;
- Ontario Election's election day is this Thursday, February 27, 2025;
- Pickleball will not be offered on at the St. Agatha Community Centre on Wednesday, February 26 from 6:00-9:00 p.m. and Thursday, February 27 1:00 - 3:00 p.m. and 6:00 - 9:00 p.m.;
- Wilmot Fire is reminding residents to remove snow around vents outside your home.
- Wilmot's Community Services Department will be hosting a meeting for Special Event organizing groups and Affiliated Groups on Wednesday, March 5th at 7:00 p.m. (2nd Floor Community Centre); and,
- The second community gathering for the Prime Minister's Path Engagement Project is coming up on March 5, 2025 from 4:30 - 8:00 p.m. at New Hamburg Community Centre.

Councillor S. Martin provided announcements on:

- Black History Month - February; and,
- Annual Coldest Night of the Year.

Councillor S. Cressman provided announcements on:

- New Dundee Board of Trade Pancake Supper Breakfast March, 16 at 10:30 a.m.

Councillor L. Dunstall provided announcements on:

- New Hamburg Board of Trade All Candidates Meeting.

15. BUSINESS ARISING FROM CLOSED SESSION

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

THAT Council appoints Brian Roth to the Wilmot Canada Day Event Task Force for a term expiring December 31, 2026.

Motion Carried Unanimously, By All Members Present

16. CONFIRMATORY BY-LAW

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

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, By All Members Present

17. ADJOURNMENT

Moved by: Councillor S. Cressman

Seconded by: Councillor L. Dunstall

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

Motion Carried Unanimously, By All Members Present