

Special Council Meeting Minutes

Special Council Meeting

Date: February 24, 2025, 2:00 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
Director of Infrastructure Services, J. Molenhuis
Fire Chief, R. Leeson
Manager of Finance/Deputy Treasurer, S. Shamblaw
Manager of Legislative Services / Municipal Clerk, K. Bos
Supervisor of Legislative Services / Deputy Clerk, M. Dykstra
Executive Officer to the Mayor and Council, C. Pettinger
Desktop Support Technician, R. Ubhi

1. CALL TO ORDER

Moved by: Councillor S. Cressman

Seconded by: Councillor S. Martin

THAT the Special Council Meeting on February 24, 2025 be called to order at 2:00 p.m.

Motion Carried Unanimously

2. CLOSED SESSION

Moved by: Councillor S. Martin

Seconded by: Councillor K. Wilkinson

THAT a Closed Meeting of Council be held on February 24, 2025, at 2:00 p.m. at the Wilmot Administrative Complex, in accordance with Section 239(2)(f) of the Municipal Act, 2001, to consider the following:

- Fire Services Apparatus- Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- Striking Committee - Section 239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees.

Motion Carried Unanimously

3. RECONVENE INTO OPEN SESSION

Moved by: Councillor S. Cressman

Seconded by: Councillor K. Wilkinson

THAT Council reconvenes in Open Session at 2:29 p.m.

Motion Carried Unanimously

4. TERRITORIAL LAND ACKNOWLEDGEMENT

Councillor H. Sidhu read the Territorial Land Acknowledgment.

5. ADDITIONS TO THE AGENDA

There were no additions to the Agenda.

6. ADOPTION OF THE AGENDA

Moved by: Councillor S. Martin

Seconded by: Councillor H. Sidhu

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

Motion Carried Unanimously

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

There were no disclosures of pecuniary interest declared.

8. MINUTES OF PREVIOUS MEETING

Moved by: Councillor S. Cressman

Seconded by: Councillor S. Martin

THAT the Minutes of the January 27, 2025 Special Council Meeting be adopted as presented.

Motion Carried Unanimously

9. CORRESPONDENCE

There was no correspondence received.

10. REPORTS

10.1 2025 Main Budget Motion

Mayor N. Salonen introduced the 2025 Main Budget Motion and provided direction regarding the deliberation process.

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

THAT the 2025 operating budget be approved at a gross expenditure budget of \$29,387,701 with a 2025 property tax and payment-in-lieu of taxes levy requirement of \$14,539,582 or 19.11 per cent over 2024.

10.1.1 5% Department Specific Operating Budget Reductions

Mayor N. Salonen provided an introduction to the item.

Acting CAO/Director of Corporate Services / CFO, Greg Clark introduce the memo.

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

- If electronic billing is introduced, what is the implementation plan, and associated timeline, and whether the process would have any efficiencies;
- The total number of paper bills that are issued annually;
- Clarification regarding how the review was conducted;
- If all of the proposed items were adopted, and the overall reduction that would apply to the tax levy;

- Clarification regarding the meaning of some of the proposed reductions and increases; and,
- If the Township has a duty to provide certain types of training opportunities.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to include all of the items listed in "Council Memo Re: Council identify potential 5% budget savings - Table 1 - Potential Tax Levy Reduction Items". The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Mayor and Council - Contingency Budget in the amount of \$12,500. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Office of the CAO - Staff Appreciation Events in the amount of \$9,500. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Office of the CAO - Contingency Budget in the amount of \$12,500. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Office of the CAO - Corporate Training and Development in the amount of \$5,000. The motion was defeated.

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

- Clarification regarding how the Township would implement the transition to electronic billing; and,
- Whether there would be a cost-savings due to a reduction of postage.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to increase a revenue budget item for Corporate Services

- Fee for paper Tax and Utility Bills in the amount of \$50,000. The motion carried unanimously.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Corporate Services - Casual P/T By-law Hours in the amount of \$21,500. The motion was defeated.

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

- Clarification if an increase in revenue parking fines revenue will also mean an increase in the number of infractions issued.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to increase a revenue budget item for Corporate Services - Parking Fines (Revenue) in the amount of \$6,000. The motion carried.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget that the operating budget be amended to reduce Corporate Services - Archives Project in the amount of \$1,200. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Community Services - Community Grants Program in the amount of \$55,000. The motion was defeated.

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

- Clarification regarding what is the Seasonal Community Service Guide, and what purpose does it serve the community.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Community Services - Seasonal Community Service Guide in the amount of \$6,500. The motion was defeated.

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

- Clarification regarding how staff intend to reduce utility costs at Neville St.; and,
- Whether the reduction will be realized with or without direction from Council.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Community Services - Neville St. Utility Costs in the amount of \$7,000. The motion carried unanimously.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to increase a revenue budget item for Community Services - WRC Room Rental (Revenue) in the amount of \$3,300. The motion was defeated.

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

- Clarification regarding how staff intend to achieve the increase in revenue from ice rentals; and,
- Whether the increase in revenue will be realized without it being directed by Council.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to increase a revenue budget item for Community Services - WRC Ice Rentals (Revenue) in the amount of \$50,000. The motion carried unanimously.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to increase a revenue budget item for Community Services - WRC Aquatic Rentals/Admissions (Revenue) in the amount of \$25,000. The motion carried unanimously.

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

- If the seasonal parks staffing allocation is reduced, what will be the implications for level of service.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be

amended to reduce budget item Community Services - Park Seasonal in the amount of \$26,000. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Fire Services - Training Budget in the amount of \$15,045. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Fire Services - Emergency Call Out in the amount of \$8,560. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Fire Services - Clothing/Personal Protection Equipment in the amount of \$3,625. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Fire Services - Equipment Repairs and Maintenance in the amount of \$2,165. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Fire Services - Minor Capital Replacement in the amount of \$2,295. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Fire Services - Vehicle Repairs and Maintenance in the amount of \$1,835. The motion was defeated.

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

- Clarification regarding why there is a proposed increase in mileage within Infrastructure Services.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Infrastructure Services - Increased Mileage by \$4,500. The motion was defeated.

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

- The types of tasks that are assigned to the Engineering Summer Student;
- Whether the Engineering Summer Student contributes to efficiencies within the Infrastructure Services Department;
- Whether during the hiring process, the hiring committee takes into consideration if the applicants are from the Township of Wilmot; and,
- Whether the cost of students are off-set by grant funding.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Infrastructure Services - Engineering Summer Student Hours in the amount of \$5,000. The motion was defeated.

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

- Clarification regarding what types of services are incorporated in the Engineering Contracted Services budget.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Infrastructure Services - Engineering Contracted Services in the amount of \$10,000. The motion was defeated.

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

- Clarification regarding what types of services which generate fees to contribute to the Development Engineering Revenue budget.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to increase a revenue budget item for Infrastructure Services - Development Engineering Revenue in the amount of \$15,000. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Infrastructure Services - Boundary

Road Maintenance in the amount of \$10,000. The motion was defeated.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to increase a revenue budget item for Infrastructure Services - Municipal Drain Revenue in the amount of \$20,000. The motion carried.

- Clarification regarding how economic development may be impacted, if the marketing budget is reduced.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item for Development Services - Economic Development Marketing in the amount of \$20,000. The motion carried.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Development Services - Economic Development Supplies in the amount of \$5,000. The motion carried.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to reduce budget item Development Services - Economic Development Minor Capital in the amount of \$2,500. The motion carried.

10.1.2 Cost of Living Adjustment

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

- Clarification regarding how the proposed cost of living adjustments proposals impact any tax increase; and,
- Verification of the originally proposed cost of living adjustment percentage.

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor H. Sidhu THAT the 2025 Operating Budget be amended to remove the proposed 2.5% cost of living adjustment for staff compensation and replace it with a 0.00% cost of living adjustment resulting a reduction in the operating budget of

\$257,627 which is a 2.11% tax rate impact. The motion was defeated.

A motion was brought forward by Councillor S. Cressman, seconded by Councillor K. Wilkinson THAT the 2025 Operating Budget be amended to remove the proposed 2.5% cost of living adjustment for Council remuneration. The motion carried.

Councillor Martin assumed the role of Chair at 3:36 p.m..

A motion was brought forward by Mayor N. Salonen, seconded by Councillor K. Wilkinson THAT the 2025 Operating Budget amended to remove the proposed 2.5% cost of living adjustment for staff compensation and replace it with a 2.0% cost of living adjustment. The motion was defeated.

Mayor Salonen resumed the role of Chair at 3:38 p.m..

10.1.3 2025 Main Budget Motion, as Amended

A motion was brought forward by Councillor K. Wilkinson, seconded by Councillor Cressman THAT Council does now recess at 3:38 p.m., and reconvenes in five minutes. The motion carried unanimously.

A motion was brought forward by Councillor S. Cressman, and seconded by Councillor S. Martin THAT Council does now reconvene at 3:51 p.m. The motion carried unanimously.

Mayor N. Salonen introduced the 2025 Main Budget Motion, as amended. Stating that the revised amount is as a gross expenditure budget of \$28,869,745 with a 2025 property tax and payment-in-lieu of taxes levy requirement of \$14,350,382 or 17.56 per cent over 2024.

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

- If the proposed main budget includes the unfunded \$215,000;
- Whether any additional operating items need to be discussed, such as any positions new gap positions that have been included.

A motion was brought forward by Councillor K. Wilkinson, and seconded by Councillor H. Sidhu THAT the 2025 Operating Budget

be amended to remove Operating Gap Request #2025-06 Revenue and Taxation Supervisor in the amount of \$150,400. The motion was defeated.

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

- Whether an entry-level Grant Coordinator position could be included in the proposed budget;
- The potential benefits a Grant Coordinator position could provide to the Corporation; and,
- Discussion surrounding a Grant Coordinator position support external community groups.

A motion was brought forward by Councillor S. Cressman, and seconded by Councillor S. Martin THAT the 2025 Operating Budget be amended to include a Grant Coordinator position in the amount of \$79,940. The motion carried unanimously.

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

- How vacant positions impact the budget; and,
- The number of existing full-time vacancies.

A motion was brought forward by Councillor K. Wilkinson, and seconded by Councillor S. Martin THAT Council does now recess at 4:13 p.m.. The motion carried unanimously.

A motion was brought forward by Councillor S. Cressman, and seconded by Councillor S. Martin THAT Council now reconvenes at 4:20 p.m.. The motion carried unanimously.

Staff reported back to Council with updated 2025 Draft Operating Budget figure, as a gross expenditure budget of \$29,278,441 with a 2025 property tax and payment-in-lieu of taxes levy requirement of \$14,430,322 or 18.22 per cent over 2024.

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

- Whether the proposed budget includes the capital budget funding.

Council now voted on the 2025 Main Budget Motion, as amended.

Councillor K. Wilkinson requested a recorded vote.

Moved by: Councillor S. Cressman

Seconded by: Councillor S. Martin

THAT the 2025 operating budget be approved at a gross expenditure budget of \$29,278,441 with a 2025 property tax and payment-in-lieu of taxes levy requirement of \$14,430,322 or 18.22 per cent over 2024.

In Favour (4): Mayor N. Salonen, Councillor S. Cressman, Councillor L. Dunstall, and Councillor S. Martin

Against (2): Councillor K. Wilkinson, and Councillor H. Sidhu

Motion Carried (4 to 2)

10.2 2025 Capital Budget

Acting CAO / Director of Corporate Services / CFO, G. Clark introduced the memo.

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

- The inclusion of the Carmel-Koch on-road parking project within the draft capital budget; and,
- Whether non tax-funded projects have been included within the draft capital budget.

Moved by: Councillor S. Cressman

Seconded by: Councillor S. Martin

THAT the 2025 Capital Budget in the gross expenditure amount of \$12,010,326, inclusive of the following:

- Funding transfers from capital reserve funds and other sources including partnerships and grants in 2025.

Motion Carried

10.3 10-Year Capital Budget Plan

Acting CAO / Director of Corporate Services / CFO, G. Clark introduced the 10-Year Capital Budget Plan.

Moved by: Councillor S. Martin

Seconded by: Councillor S. Cressman

THAT the 10-Year Capital Budget Plan as presented be received for information.

Motion Carried

11. ANNOUNCEMENTS

There were no announcements at this time.

12. BUSINESS ARISING FROM CLOSED SESSION

There was no business arising from closed session.

13. CONFIRMATORY BY-LAW

Moved by: Councillor S. Cressman

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

14. 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