

Special Council Meeting Minutes

Special Council Meeting

Date: May 5, 2025, 7:00 P.M.

Location: Council Chambers
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: 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
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 L. Dunstall

THAT the Special Council Meeting on May 5, 2025 be called to order at 6:53 p.m.

Motion Carried Unanimously

2. TERRITORIAL LAND ACKNOWLEDGEMENT

Mayor N. Salonen read the Territorial Land Acknowledgment.

3. ADDITIONS TO THE AGENDA

Item 8 - Consent Agenda

- 8.5 COR - Council Memorandums Regarding By-law Amendments (By-laws 2025-19 and 2025-04)

Item 9 – By-Laws

- 9.4 By-law 2025-29 Being a By-law to Amend By-law 2025-19 Establish the 2025 Final Tax Levy Rates and Provide for Payment of Taxes by Instalments
- 9.5 By-law 2025-30 Being a By-law to Amend By-law 2025-04 Establish Water and Sanitary Fees and Charges

4. ADOPTION OF THE AGENDA

Moved by: Councillor S. Martin

Seconded by: Councillor S. Cressman

THAT the Agenda as presented for May 5, 2025 be adopted.

Motion Carried Unanimously

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

Councillor S. Cressman declared a conflict of interest with Item 8.4 IS-2025-16 Victoria Street and Boullee Street Reconstruction - Region Cost Sharing, and Item 9.3 By-law 2025-28 Being a By-law to authorize a Cost-Sharing Agreement with the Regional Municipality of Waterloo regarding the Reconstruction of Victoria Street and Boullee.

6. DELEGATIONS

There were no delegations.

7. CORRESPONDENCE

There was no correspondence.

8. CONSENT AGENDA

Mayor N. Salonen separated the vote on the matter in consideration of Councillor S. Cressman's declaration of a conflict of interest with respect to Item 8.4 IS-2025-16 - Victoria Street and Boullee Street Reconstruction - Region Cost Sharing.

Moved by: Councillor K. Wilkinson

Seconded by: Councillor H. Sidhu

THAT Consent Agenda Items 8.1, 8.2, 8.3 and 8.5 be approved.

Motion Carried Unanimously

8.1 IS-2025-13 - Annual Non-OSIM Culvert Replacements - Award of Contract

THAT Council award RFT 2025-08 to Steed and Evans Limited of St. Jacobs, Ontario for the Annual Non-OSIM Culvert Replacements, as per their bid submission dated Monday April 14, 2025 in the amount of \$176,473.83 plus HST as described in Report IS-2025-13;

THAT Council approve an increased upset limit for the Annual non-OSIM Culvert Replacements to include an emergency repair of Brewery Street Culvert estimated at \$120,000 for a total project estimated amount of \$296,473.83 as described in Report IS-2025-13;

THAT Council consider By-law 2025-27, being a by-law authorizing the Mayor and the Clerk to enter into an agreement with Steed and Evans Limited for the annual non-OSIM culvert replacement program within the total budget of \$300,000.00; and,

THAT Council approve a budget increase of \$50,000 for capital account 02-3010-0414, to be funded from the Infrastructure Renewal Reserve Fund (#6125).

8.2 IS-2025-14 - Annual Hot Mix Asphalt Program - Award of Contract

THAT Council award RFT 2025-07 to Brantco Construction of Cambridge, Ontario for the Annual Hot Mix Asphalt Program, as per their bid submission dated April 10, 2025, in the amount of \$467,410.00, plus HST as described in Report IS-2025-14;

THAT Council provide authorization to expand the scope of the contract to include the resurfacing of other streets within the Township in order to fully utilize the approved budget up to a maximum upset limit of \$800,000 as per the 2025 Capital Budget as described in Report IS-2025-14; and,

THAT Council consider By-law 2025-26, being a by-law to authorize the Mayor and the Clerk to enter into an agreement with Brantco Construction for the annual hot mix asphalt program.

8.3 IS-2025-15 - Co-Operative Purchase - 2025 Annual Surface Treatment Program

THAT Council approve the Township's participation in the co-operative tender with Blandford-Blenheim for the application of surface treatment by Walker Construction Limited for the 2025 Annual Surface Treatment Program, as per their bid submissions dated April 9, 2025 in the amount of \$600,134.56 plus HST as described in Report IS-2025-15.

8.4 IS-2025-16 - Victoria Street and Boullee Street Reconstruction - Region Cost Sharing

Councillor S. Cressman declared a conflict of interest with this item and recused themselves from voting.

Moved by: Councillor K. Wilkinson

Seconded by: Councillor L. Dunstall

THAT Council consider By-law 2025-28, being a by-law to authorize the Mayor and Clerk to enter into a cost-sharing agreement with the Region of Waterloo for reimbursement of contract administration fees and construction costs related to the Regional transmission watermain within the Victoria Street and Boullee Street Reconstruction Project.

Motion Carried Unanimously

8.5 COR - Council Memorandums Regarding By-law Amendments (By-laws 2025-19 and 2025-04)

THAT Council consider By-law 2025-29 Being a By-law to amend By-law 2025-19 establish the 2025 final tax levy rates of taxation and to provide for the payment of taxes by instalments; and,

THAT Council consider By-law 2025-30 Being a By-law to amend By-law 2025-04 establish water and sanitary fees and charges to users of the Township of Wilmot's water distribution system and sanitary collection system.

9. BY-LAWS

Mayor N. Salonen separated the vote on the matter in consideration of Councillor S. Cressman's declaration of a conflict of interest with respect to Item 9.3 By-law 2025-28 Being a By-law to authorize a Cost-Sharing Agreement with the Regional Municipality of Waterloo regarding the Reconstruction of Victoria Street and Boullee.

Moved by: Councillor K. Wilkinson

Seconded by: Councillor L. Dunstall

THAT By-Laws 2025-26, 2025-27, 2025-29 and 2025-30 as attached to this Agenda be read a first, second and third time, and finally passed in Open Council.

Motion Carried Unanimously

9.1 By-law 2025-26 Being a By-law to authorize an Agreement with Brantco Construction regarding the provision of the Annual Hot Mix Asphalt Program

9.2 By-law 2025-27 Being a By-law to authorize an Agreement with Steed and Evans Limited regarding the provision of the Annual Non-OSIM Culvert Replacement

9.3 By-law 2025-28 Being a By-law to authorize a Cost-Sharing Agreement with the Regional Municipality of Waterloo regarding the Reconstruction of Victoria Street and Boullee

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

Moved by: Councillor K. Wilkinson

Seconded by: Councillor S. Martin

THAT By-law 2025-28 as attached to this Agenda be read a first, second, and third time, and finally passed in Open Council.

Motion Carried Unanimously

9.4 By-law 2025-29 Being a By-law to Amend By-law 2025-19 Establish the 2025 Final Tax Levy Rates and Provide for Payment of Taxes by Instalments

9.5 By-law 2025-30 Being a By-law to Amend By-law 2025-04 Establish Water and Sanitary Fees and Charges

10. ANNOUNCEMENTS

Announcements were provided at the May 5, 2025 Committee of the Whole meeting.

11. CONFIRMATORY BY-LAW

Moved by: Councillor L. Dunstall

Seconded by: Councillor K. Wilkinson

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

12. ADJOURNMENT

Moved by: Councillor S. Cressman

Seconded by: Councillor K. Wilkinson

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

Motion Carried Unanimously