

## Council Meeting Minutes

### Council Meeting

Date: March 20, 2023, 7:00 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 S. Martin

Staff Present: Chief Administrative Officer, S. Chambers  
Director of Community Services, S. Jackson  
Director of Corporate Services/Treasurer, P. Kelly  
Fire Chief, R. Leeson  
Director of Infrastructure Services, J. Molenhuis  
Director of Development Services, H. O'Krafka  
Supervisor of IT, K. Jeffrey  
Manager of Planning and Economic Development, A. Martin  
Manager of Finance/Deputy Treasurer, A. Romany  
Deputy Clerk, C. Curtis  
Manager of Legislative Services/Clerk, J. Bunn  
Manager of Municipal Law Enforcement, E. Merritt  
Manager of Community Services, M. O'Krafka  
Digital Media Coordinator / Website Administrator, D. Steane

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#### 1. MOTION TO CONVENE INTO CLOSED MEETING

There was no closed session meeting on March 20, 2023.

## 2. MOTION TO CONVENE IN OPEN MEETING

**Moved by:** Councillor S. Cressman

**Seconded by:** Councillor S. Martin

THAT Council convenes in Open Session at 7:00 p.m.

**Motion Carried**

## 3. MOMENT OF REFLECTION

We observe the International Day for the Elimination of Racial Discrimination annually on March 21 to raise awareness about the negative impact of racism and promote equality and respect for all people regardless of their race or ethnicity. It is a day to recognize racial injustices and reflect on the progress made towards eliminating racism and discrimination while recognizing there is still work that must be done.

Wilmot renews our commitment working towards the elimination of discrimination, prejudice, and bigotry in our community; celebrating our diversity and the valuable contributions of people from all races and cultures; and ensuring a more inclusive and equitable community for all.

## 4. TERRITORIAL ACKNOWLEDGEMENT

Councillor K. Wilkinson read the Territorial Acknowledgement.

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

There were no disclosures of pecuniary interest declared at this meeting.

## 6. ADDITIONS TO THE AGENDA

- Item 12.5 - Petition for Drainage Works by Owners of 1089 Huron Street Regarding North Part Lot 27, Concession South of Bleams Road, COR 2023-26; updated to include the name of the proposed work and to clarify under Step 11 that additions to the petition must be made in writing.
- Item 12.8 - 2023 Municipal Budget Package, COR 2023-08

**7. ADOPTION OF THE AGENDA**

**Moved by:** Councillor S. Martin

**Seconded by:** Councillor H. Sidhu

That the Agenda as presented for March 20, 2023 be adopted.

**Motion Carried**

**8. MINUTES OF PREVIOUS MEETINGS**

**Moved by:** Councillor S. Cressman

**Seconded by:** Councillor H. Sidhu

THAT the minutes of the following meetings be adopted as presented:

- March 06, 2023

**Motion Carried**

**9. PUBLIC MEETINGS**

There were no Public Meetings on this date.

**10. PRESENTATIONS****10.1 Reep Green Solutions Presentation on Impact Report**

Mary Jane Patterson and Patrick Gilbride of Reep Green Solutions presented to Council.

Two members of Council thanked Reep for the great work they've been doing.

Council asked for clarification on the Energy Poverty map and where it could be found on their website.

**11. CONSENT AGENDA**

**Moved by:** Councillor S. Cressman

**Seconded by:** Councillor S. Martin

THAT the consent agenda items 11.1, 11.2, and 11.3 be approved.

**Motion Carried**

11.1 Honorariums and Expenditures of Council and Committee Members for the Year Ended December 31, 2022, COR-2023-25

THAT Report COR 2023-025, prepared by the Manager of Finance / Deputy Treasurer, outlining honorariums and expenditures of Council and Committee Members for the 2022 fiscal year, be adopted.

11.2 Treasurer's Statement – Cash-in-Lieu of Parkland Reserve Fund, COR-2023-24

THAT the Cash-in-Lieu of Parkland Statement for the year ended December 31, 2022, be received for information purposes, to comply to the Smart Growth for Our Communities Act (Bill 73).

11.3 Treasurer's Statement – Development Charges Reserve Funds, COR-2023-23

THAT the Development Charges Statement for the year ended December 31, 2022, prepared by the Manager of Finance / Deputy Treasurer, be received for information purposes.

## 12. REPORTS

12.1 Communications and Engagement Strategy Update - CAO 2023-03

Dana Steane, Digital Media Coordinator/Website Administrator introduced Andrea Montgomery and Jacqueline Demers of Red Brick Communications.

Vice President, Andrea Montgomery and Account Manager, Jacqueline Demers of Red Brick Communications presented their Communications and Engagement Strategy Update to Council.

Council asked and received answers on the following:

- The methods Red Brick utilizes to interact with all members of the community
- The timing of the study and the change of Council membership
- The importance of managing misinformation
- Ways to engage with the entire population

**Moved by:** Councillor S. Martin

**Seconded by:** Councillor H. Sidhu

THAT Report CAO 2023-03 be received for information purposes; and further

THAT Staff be directed to continue working with RedBrick Communications on the next steps to finalize the Township's Communications and Engagement Strategy.

**Motion Carried**

12.2 Modifications to Draft Plan of Subdivision 30T-19601 and 30T-19602, Wilmot Employment Lands, New Hamburg, DS-2023-04

Andrew Martin, Manager of Planning/Economic Development provided a high-level overview of their report.

Council asked and received the following answers from Staff:

- Clarification on the property line and whether a building could be constructed on the property line
- If the height is a sliding scale if the building is large in height
- If it is possible to revisit sound barriers and noise reports once the recommendation has been passed

Pierre Chauvin, MHBC Planning, discussed the recommendations of the report and answered a question from Council regarding the height of trees at planting.

**Moved by:** Councillor S. Cressman

**Seconded by:** Councillor K. Wilkinson

THAT Council recommend to the Region of Waterloo the following amendments to the Township's conditions of draft approval for Draft Plan of Proposed Subdivision 30T-19601 dated February 22, 2021:

A. Replace condition 1 with:

1. That this approval applies to plan of subdivision 30T-19601 by MHBC Planning, dated August 30, 2022, which shows a total of 6 industrial development blocks, 2 stormwater management blocks, 3 drainage channels, 4 reserve blocks (0.3m) and 3 streets proposed to be developed in 1 stage.

B. Replace condition 2 with:

2. That the following shall be conveyed to the Township of Wilmot for the purposes stated therein, at no cost and free and clear of all encumbrances:
  - a) Blocks 6 and 7 as a stormwater management facility;
  - b) Blocks 9, 10 and 11 as overland drainage and servicing channels; and,
  - c) Blocks 12, 13, 14, and 15 for 0.3m reserves

C. Delete condition 3 and replace with:

3. That a 9m easement be conveyed to the Township of Wilmot along the west side of Block 1 for the purposes of preserving a landscaped 9m buffer along west property line that abuts residential development.

D. Replace condition 14 with:

14. That the subdivider shall submit a landscaping plan prepared by a qualified landscape architect for boulevard tree plantings, the 9m buffer along the west side of Block 1, as well as Blocks 7, 8, 9, 10, and 11 to be approved by the Township.

E. Replace condition 15 with:

15. That the Subdivider shall landscape the 9m buffer along the west side of Block 1 as well as Blocks 7, 8, 9, 10, and 11 in accordance with the approved plan required in condition 14 above.

F. Replace all occurrences of "Street One" with "Howie Meeker Blvd." within conditions 19 and 20.

G. Delete conditions 25, 26, and 27.

H. Renumber condition 28 as condition 25 and delete "Stage 2".

I. Renumber conditions 29 as condition 26 and replace the words "the final approval of Stage 1" with "registration".

J. Renumber condition 30 as condition 27 and replace with:

27. That prior to registration, the Township, the Ministry of Transportation and other parties as deemed necessary, enter into an agreement or agreements to secure the following:
- a. establish the entirety of Blocks 1-5 as being within the MTO control area;
  - b. that upon issuance of MTO and municipal permits for a cumulative gross floor area of 750,000 square feet within Blocks 1-5 (hereinafter referred to as the "Cap") no additional Building and Land Use permits will be issued until the owner has submitted to the Ministry of Transportation for their review and approval, a copy of a Traffic Impact Study prepared in accordance with Ministry of Transportation requirements, indicating the anticipated traffic volumes and their impact upon the intersection of Highway 7/8 at Hamilton Road and Highway 7/8 at Nafziger Road;
  - c. that subsequent owners of any part of the development lands be advised that any existing buildings within the development will have used up some or all of the Cap, so there may be little or no Cap remaining to be utilized by such other subsequent owners before the Traffic Impact Study and subsequent highway improvements are completed;
  - d. that should the Traffic Impact Study identify additional improvements to accommodate additional floor area beyond the 750,000 square feet identified in condition 27b, funding arrangements for the design and construction of the Highway 7/8 improvements shall be made to the satisfaction of the Ministry of Transportation and Township of Wilmot in consultation with the Region of Waterloo and Owners prior to issuance of any additional Building and Land Use permits; and
  - e. that the Owners shall be financially responsible only for the portion of works attributable to the traffic generated from the development of their lands and the Township, Region and MTO shall be financially responsible for their respective portions of the intersection improvements attributable to the traffic from all other sources, as documented in the approved Traffic Impact Study.

- K. Renumber condition 31 as condition 28.

AND

THAT Council recommend to the Region of Waterloo the following amendments to the Township's conditions of draft approval for Draft Plan of Proposed Subdivision 30T-19602 dated February 22, 2021:

- A. Replace the date "February 2, 2021" with "March 9, 2023" and "2 stages" with "1 stage" within condition 1.
- B. Replace condition 2 with:
2. That the following shall be conveyed to the Township of Wilmot for the purposes stated therein, at no cost and free and clear of all encumbrances:
    - a) Blocks 15, 16 and 17 as overland drainage channels;
    - b) Block 18 as a walkway;
    - c) Blocks 19, 20, 21, 22 and 23 as 0.3m reserves; and
    - d) Block 14 as an emergency access block.
- C. Delete "of Stage 2", replace "Street Two" with "Hahn Brass Way", and replace "Street Three" with "Vernon Erb Drive" within condition 3.
- D. Replace "Stage 1, Blocks 7, 8, 9 and 10 and Stage 2, Block 8" with "Blocks 15, 16, 17 and 18" within condition 14 and 15.
- E. Replace "Street One" with "Howie Meeker Blvd." within condition 19.
- F. Replace "the final approval of Stage 1" with "registration" within condition 25.
- G. Delete condition 26 and replace with:
26. That prior to registration, the Township, the Ministry of Transportation and other parties as deemed necessary, enter into an agreement or agreements to secure the following:
    - a. establish the entirety of Blocks 1-13 as being within the MTO control area;
    - b. that upon issuance of MTO and municipal permits for a cumulative gross floor area of 250,000 square feet within



Blocks 1-13 (hereinafter referred to as the “Cap”) no additional Building and Land Use permits will be issued until the owner has submitted to the Ministry of Transportation for their review and approval, a copy of a Traffic Impact Study prepared in accordance with Ministry of Transportation requirements, indicating the anticipated traffic volumes and their impact upon the intersection of Highway 7/8 at Hamilton Road and Highway 7/8 at Nafziger Road;

c. that subsequent owners of any part of the development lands be advised that any existing buildings within the development will have used up some or all of the Cap, so there may be little or no Cap remaining to be utilized by such other subsequent owners before the Traffic Impact Study and subsequent highway improvements are completed;

d. that should the Traffic Impact Study identify additional improvements to accommodate additional floor area beyond the 250,000 square feet identified in Condition 26b, funding arrangements for the design and construction of the Highway 7/8 improvements shall be made to the satisfaction of the Ministry of Transportation and Township of Wilmot in consultation with the Region of Waterloo and Owners prior to final approval of Stage 2 prior to issuance of any additional Building and Land Use permits.

e. that the Owners shall be financially responsible only for the portion of works attributable to the traffic generated from the development of their lands and the Township, Region and MTO shall be financially responsible for their respective portions of the intersection improvements attributable to the traffic from all other sources, as documented in the approved Traffic Impact Study.

**Motion Carried**

12.3 Public Works Operations Space Needs Analysis, IS-2023-06

Council asked and received answers from Staff on the following:

- If the current site can fulfill all the needs of the Infrastructure Services department

**Moved by:** Councillor H. Sidhu

**Seconded by:** Councillor S. Martin

THAT staff be directed to pursue recommendations outlined in the Public Works Operations Space Needs Analysis Report, to:

- i. purchase land so as to significantly expand the size of the operations area to meet a 30–60-year growth horizon; and
- ii. following land purchase, plan a phased construction of Public Works Operations Centre to meet space needs, adjacency, environmental and growth requirements for modern Municipal Operations through release of a design RFP; and
- iii. through the course of design, include the phased approach to site development needs within the 10-year capital plan.

**Motion Carried**

12.4 Repeal Wilmot Fireworks By-Law #2012-01 and Replace with By-law #2023-XX, COR-2023-15

Members of Council asked and received answers on the following:

- The carbon footprint of fireworks
- If the Lunar New Year was considered to be included in this by-law

Councillor Sidhu brought forward an amending motion:

THAT Lunar New Year be added to the By-law

**Moved by:** Councillor S. Martin

**Seconded by:** Councillor K. Wilkinson

THAT Council repeal Fireworks By-Law #2012-01 and replace it with Fireworks By-Law #2023-XX.

**Motion Carried**

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

THAT Lunar New Year be included in the By-Law.

**Motion Carried**

12.5 Petition for Drainage Works by Owners of 1089 Huron Street regarding North Part Lot 27, Concession South of Bleams Road, COR-2023-26

Council asked and received answers from the Township's Drainage Superintendent, John Kuntze regarding whether there has been a site visit.

Manager of Legislative Services, J. Bunn informed Council that the third clause of the recommendation would not be part of this item.

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

THAT Report COR 2023-026, regarding a petition for drainage works by Owners of 1089 Huron Street regarding North Part Lot 27, Concession South of Bleams Road, be received; and further,

THAT the Council of the Township of Wilmot hereby accepts the petition for new drainage works on the North Part Lot 27, Concession South of Bleams Road in the Township of Wilmot; and further,

~~THAT Council appoint K. Smart Associates Limited as the Engineer to make an examination of the area, in accordance with Section 8 of the Drainage Act, R.S.O. 1990.~~

**Motion Carried**

12.6 Special Event Process and Subsidies - CS-2023-02, Community Services-2023-02

Council asked and received answers from Staff regarding the following:

- What the rough cost would be to fully subsidize all rental costs
- How the rate is determined for rentals

Councillor Sidhu brought forward the following amending motion:

THAT the three non-fully subsidized events be fully subsidized by the Township of Wilmot.

**Moved by:** Councillor H. Sidhu

**Seconded by:** Councillor K. Wilkinson

THAT staff be directed to grandfather facility use subsidies and in-kind staff costs for historical special events taking place at Township facilities for 2023 as outlined in Report CS 2023-02; and further,

THAT staff provide an update to Council prior to the 2024 special event season with detailed subsidy and in-kind staff costs related to 2023 events.

**Motion Carried**

**Amendment:**

**Moved by:** Councillor H. Sidhu

**Seconded by:** Councillor S. Martin

THAT the three non-fully subsidized for rental costs be fully subsidized by the Township of Wilmot.

**Motion Carried**

#### 12.7 Ice Facilities Outside the Township of Wilmot, CS-2023-02

Councillor Wilkinson brought forward a motion:

THAT Staff be directed to bring a report back to Council outlining costs associated with using the New Hamburg Community Centre as an ice-pad.

Council inquired about the residency status of users at the Wilmot Recreation Centre.

**Moved by:** Councillor H. Sidhu

**Seconded by:** Councillor S. Martin

THAT Report CS 2023-02 Ice Facilities Outside the Township of Wilmot be received for information purposes.

**Motion Carried**

**Moved by:** Councillor K. Wilkinson

**Seconded by:** Councillor H. Sidhu

THAT Staff be directed to bring a report back to Council, within three months, outlining costs associated with using the New Hamburg Community Centre as an ice-pad, including using Glice.

**Motion Carried**

12.8 2023 Municipal Budget Package, COR 2023-27

Director of Corporate Services/Treasurer, P. Kelly, provided a high-level overview of the 2023 Municipal Budget.

Chief Administrative Officer, Sharon Chambers, thanked Council and Staff for their efforts in preparing the 2023 Municipal Budget Package and discussed a revamped budget process for the 2024 budget.

**Moved by:** Councillor K. Wilkinson

**Seconded by:** Councillor S. Cressman

THAT the 2023 Municipal Budget, as recommended by the Finance and Budget Committee be approved as presented; and further,

THAT the Director of Corporate Services / Treasurer be authorized to prepare the necessary levying by-law to raise \$10,643,850 for Township purposes from general taxation.

**Motion Carried**

**13. CORRESPONDENCE**

Director of Corporate Services, P. Kelly, discussed Correspondence Item 13.1, which deals with appeals of gravel pits.

Councillor Martin stated that Council received roughly 40 letters regarding the Hallman's Pit and thanked these residents for participating in the process.

13.1 Correspondence from MTAG Paralegal Professional Corp Regarding the Six Representative Gravel Pit/Quarry Appels Brought by Wellington County before the Assessment Review Board in 2020

13.2 Correspondence from Helen Shroeder Regarding Rezoning Application for the Hallman Pit

- 13.3 Correspondence from Christine Allan Regarding Rezoning Application for the Hallman Pit
- 13.4 Correspondence from Jacob Gray Regarding Rezoning Application for the Hallman Pit
- 13.5 Correspondence from Jennifer Lauzon Regarding Rezoning Application for the Hallman Pit
- 13.6 Correspondence from Jim Allan Regarding Rezoning Application for the Hallman Pit
- 13.7 Correspondence from Kelvin Wood Regarding Rezoning Application for the Hallman Pit
- 13.8 Correspondence from Lily and Daniela Ritu Regarding Rezoning Application for the Hallman Pit
- 13.9 Correspondence from Marlene Knezevich Regarding Rezoning Application for the Hallman Pit
- 13.10 Correspondence from Ralph Shroeder Regarding Rezoning Application for the Hallman Pit
- 13.11 Correspondence from Ruth Rosner Regarding Rezoning Application for the Hallman Pit
- 13.12 Correspondence from Shannon Purves-Smith Regarding Rezoning Application for the Hallman Pit
- 13.13 Correspondence from Tom Knezevich Regarding Rezoning Application for the Hallman Pit
- 13.14 Correspondence from Various Persons Regarding Rezoning Application for the Hallman Pit
- 13.15 Correspondence from Laurel Imeson Regarding Rezoning Application for the Hallman Pit
- 13.16 Correspondence from Christine Gray Regarding Rezoning Application for the Hallman Pit
- 13.17 Correspondence from Jacob Gray Regarding Rezoning Application for the Hallman Pit
- 13.18 Correspondence from Stan Gray Regarding Rezoning Application for the Hallman Pit

- 13.19 Correspondence from Raelene and Brian Twomey Regarding Rezoning Application for the Hallman Pit
- 13.20 Correspondence from Unknown Regarding Rezoning Application for the Hallman Pit
- 13.21 Correspondence from Sarah Gray Regarding Rezoning Application for the Hallman Pit
- 13.22 Correspondence from Steven Bechthold Regarding Rezoning Application for the Hallman Pit
- 13.23 Correspondence from Various Persons (2) Regarding Rezoning Application for the Hallman Pit
- 13.24 Correspondence from David Bricker Regarding Rezoning Application for the Hallman Pit
- 13.25 Correspondence from David Prong and Cheryl Witzel-Prong Regarding Rezoning Application for the Hallman Pit
- 13.26 Correspondence from Graham Dietner Regarding Rezoning Application for the Hallman Pit
- 13.27 Correspondence from Don Worthington Regarding Rezoning Application for the Hallman Pit
- 13.28 Correspondence from Dorothy Wilson Regarding Rezoning Application for the Hallman Pit
- 13.29 Correspondence from Jan Hallman Regarding Rezoning Application for the Hallman Pit
- 13.30 Correspondence from Janet Bradley Worthington Regarding Rezoning Application for the Hallman Pit
- 13.31 Correspondence from Lori and Mo Elash Regarding Rezoning Application for the Hallman Pit
- 13.32 Correspondence from Melanie Snyder Regarding Rezoning Application for the Hallman Pit
- 13.33 Correspondence from Mike Hallman Regarding Rezoning Application for the Hallman Pit
- 13.34 Correspondence from Nancy Birss Regarding Rezoning Application for the Hallman Pit

- 13.35 Correspondence from Paula Brown Regarding Rezoning Application for the Hallman Pit
- 13.36 Correspondence from Ron Dietner Regarding Rezoning Application for the Hallman Pit
- 13.37 Correspondence from Roy Lamb Regarding Rezoning Application for the Hallman Pit
- 13.38 Correspondence from Claude Fernandes Regarding Rezoning Application for the Hallman Pit
- 13.39 Correspondence from Mary Dietner Regarding Rezoning Application for the Hallman Pit
- 13.40 Correspondence from Ruth and Franz Rosner Regarding Rezoning Application for the Hallman Pit
- 13.41 Correspondence from Various Persons (3) Regarding Rezoning Application for the Hallman Pit

#### **14. BY-LAWS**

By- Law 2023-XX Being a By-Law to prohibit the Sale and Use of Firecrackers and to Regular the Sale and Use of Fireworks in the Township of Wilmot will be brought forward at the April 3, 2023 Council Meeting.

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

- 14.1 Being a By-law to Prohibit the Sale and Use of Firecrackers and to Regulate the Sale and Use of Fireworks in the Township of Wilmot

#### **15. NOTICE OF MOTIONS**

There were no Notice of Motions for this meeting.

#### **16. ANNOUNCEMENTS**

Mayor Salonen congratulated the New Hamburg darts team for advancing to the National Championships.

Councillor Martin discussed the New Hamburg Firebirds playoffs, which begin on March 22, 2023, and is encouraging the public to attend the games.

#### **17. BUSINESS ARISING FROM CLOSED SESSION**

There was no Closed Meeting on this date.



**18. CONFIRMATORY BY-LAW**

**Moved by:** Councillor S. Martin

**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**

**19. ADJOURNMENT**

**Moved by:** Councillor S. Martin

**Seconded by:** Councillor H. Sidhu

THAT the meeting adjourn at 9:34 p.m. to meet again at the call of the Mayor.

**Motion Carried**

DRAFT