

## Council Meeting Minutes

### Council Meeting

Date: December 11, 2023, 5:00 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: Chief Administrative Officer, S. Chambers  
Fire Chief, R. Leeson  
Director of Infrastructure Services, J. Molenhuis  
Director of Development Services, H. O'Krafka  
Supervisor of IT, K. Jeffreys  
Manager of Planning and Economic Development, A. Martin  
Director of Community Services, C. Catania  
Manager of Communications and Strategic Initiatives, D. Kell  
Interim Treasurer / Chief Financial Officer, D. Elliott  
Manager of Legislative Services/Clerk, J. Bunn  
Administrative Clerk, C. Greenley  
Planner, C. Miller

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#### 1. CALL TO ORDER

Councillor S. Martin, as Acting Mayor, assumed the role of Chair at 5:00 p.m.

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor S. Cressman

THAT the Regular Council Meeting held on December 11, 2023, be called to order at 5:00 p.m.

**Motion Carried Unanimously**

## **2. CLOSED SESSION**

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor S. Cressman

THAT a Closed Meeting of Council be held on December 11, 2023, at 5:00 p.m. in accordance with Sections 239 (2)(b)(d)(f)(h) and (i) to consider the following:

1. Ministerial Orders - Section 239 (2)(f) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
2. Confidential Information Supplied in Confidence from the Province of Ontario - Section 239 (2)(h) - Information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any item, and Section 239 (2)(i) - a trade secret or scientific, technical, commercial or financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
3. 2024 Wilmot Canada Day Event Task Force Applications - Section 239 (2)(b) - Personal matters about an identifiable individual, including municipal or local board employees; and,
4. Salary Negotiations - Section 239 (2)(d) Labour relations or employee negotiations.

**Motion Carried Unanimously**

## **3. RECONVENE INTO OPEN SESSION**

Mayor N. Salonen reflected on the many special celebrations in December, such as Hanukkah, Kwanzaa, and Christmas. Mayor Salonen noted that festivities can bring joy in uncertain times, connecting individuals with family, friends and traditions, and that everyone can make a positive difference by showing compassion and kindness to one another. Mayor Salonen wished everyone a wonderful holiday season and happy 2024.

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor S. Cressman

THAT Council reconvenes into Open Session at 7:05 p.m.

**Motion Carried**

#### **4. TERRITORIAL LAND ACKNOWLEDGEMENT**

Councillor K. Wilkinson read the Territorial Land Acknowledgement.

#### **5. ADDITIONS TO THE AGENDA**

Item 10 - Delegations

- Item 10.1.1 - Peter Autenried (visual materials only)
- Item 10.1.2 - Bryn Gladding
- Item 10.1.3 - Terry Gladding
- Item 10.1.4 - Heidi Yantzi Bailey
- Item 10.1.5 - Ed Danen representing the Punkeydoodles Community Association
- Item 10.2.1 - Julie Neves representing SPSP Inc.

Item 11.4 - Correspondence from Peter Autenried Regarding Oxford Road 5 Punkeydoodles Corner Intersection Control Feasibility Study and Oxford Road 5 Rationalization

Item 13.5 - Interim Financial Update with 2024 Budget Issues and Strategies, COR-2023-79

#### **6. ADOPTION OF THE AGENDA**

**Moved by:** Councillor S. Martin

**Seconded by:** Councillor K. Wilkinson

THAT the Agenda as presented for December 11, 2023 be adopted as amended.

**Motion Carried Unanimously**

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

There were no disclosures of pecuniary interest at this meeting.

## 8. MINUTES OF PREVIOUS MEETING

**Moved by:** Councillor K. Wilkinson

**Seconded by:** Councillor S. Martin

THAT the Minutes of the November 27, 2023 Regular Council Meeting be adopted as presented.

**Motion Carried Unanimously**

## 9. PRESENTATIONS

9.1 About & Associates Inc. to present the Tree Canopy Study as listed on the Agenda as Item 13.2

## 10. DELEGATIONS

10.1 Agenda Item 13.1 - Oxford Road 5 Punkeydoodles Corner Intersection Control Feasibility Study and Oxford Road 5 Rationalization, IS-2023-23

10.1.1 Peter Autenried

10.1.2 Bryn Gladding (addendum)

10.1.3 Terry Gladding (addendum)

10.1.4 Heidi Yantzi Bailey (addendum)

10.1.5 Ed Danen representing the Punkeydoodles Community Association (addendum)

10.2 13.5 Interim Financial Update with 2024 Budget Issues and Strategies, COR-2023-79 (addendum)

10.2.1 Julie Neves representing SPSP Inc. (addendum)

## 11. CORRESPONDENCE

11.1 Correspondence from GSP Group Inc., representing the Estate of Enid Schmidt, Regarding Response to Letter from MMAH re Official Plan Decisions

11.2 Correspondence from Regional Municipality of Waterloo Regarding Confirmation of No Appeals relating to Regional Official Plan Amendment No. 7 (Benjamin Street), Township of Wilmot

- 11.3 Correspondence from Bennett Jones LLP, representing Nachurs Alpine Solutions Inc., Regarding Response to Letter from MMAH re: Official Plan Decisions
- 11.4 Correspondence from Peter Autenried Regarding Oxford Road 5 Punkeydoodles Corner Intersection Control Feasibility Study and Oxford Road 5 Rationalization (addendum)
- 11.5 Written Submissions Received after Addendum Agenda was Published on Friday, December 8, 2023 and Attached to Minutes, in Accordance with Section 6.4 of the Township of Wilmot Procedural By-Law
- 11.5.1 Correspondence from Julie Neves of SPSP Inc., regarding prioritizing a Petersburg Air Quality Study into the 2024 Budget

## 12. CONSENT AGENDA

**Moved by:** Councillor S. Martin

**Seconded by:** Councillor K. Wilkinson

THAT Consent Agenda Items 12.1, and 12.3 be approved.

**Motion Carried Unanimously**

### 12.1 Video Streaming Agreement at Wilmot Recreation Complex, CS-2023-26

THAT Report CS-2023-26, Video Streaming Agreement at Wilmot Recreation Complex be received for information; and

THAT the Mayor and Clerk be authorized to execute an agreement with the New Hamburg Hockey Association and Wilmot Girls Hockey Association based on the Terms of Reference for the provision of Video Streaming at the Wilmot Recreation Complex.

### 12.2 Wilmot Electronic Waste and Recycling, CS-2023-27

Council asked and received answers from staff regarding the following:

- whether the Region of Waterloo is willing to add garbage receptacles and benches along the main roads and what a collection plan may be; and
- whether the Region of Waterloo currently has an e-waste program at its waste facility.

**Moved by:** Councillor K. Wilkinson

**Seconded by:** Councillor S. Martin

THAT CS-2023-27, Wilmot Electronic Waste and Recycling be received for information.

**Motion Carried Unanimously**

12.3 2023 Integrity Commissioner's Annual Report

THAT in accordance with Section 223.6 of the *Municipal Act, 2001*, the 2023 Integrity Commissioner's Annual Report be received by Council.

**13. REPORTS**

At the request of the Mayor, items listed under Reports were dealt with in the following manner:

13.1 Tree Canopy Study, DS-2023-22

Mayor N. Salonen suggested, and Council agreed that this be moved to item 13.1 on the Agenda.

Council considered Development Services Department report DS-2023-22, regarding the Township of Wilmot Tree Canopy Study. Planner, C. Miller, presented the staff report, and Aboud & Associates presented the Wilmot Tree Canopy Policy Framework Report to Council.

Council asked and received answers from Aboud & Associates regarding the following:

- whether satellite imagery can be used to determine longevity of the tree canopy;
- whether scope of current roles in the Township may be modified to include duties of proposed Urban Forester;
- clarification regarding the role of Urban Forester;
- overall cost expectations of the project;
- common practice for a municipality to develop policy regarding private trees; and
- whether there might be Provincial or Federal funding available to offset costs associated with the project.

**Moved by:** Councillor K. Wilkinson

**Seconded by:** Councillor S. Martin

THAT Report DS 2023-22 regarding the Tree Canopy Policy Framework prepared by Aboud & Associates Inc. be received for information purposes.

**Motion Carried Unanimously**

13.2 Oxford Road 5 Punkeydoodles Corner Intersection Control Feasibility Study and Oxford Road 5 Rationalization, IS-2023-23

Mayor N. Salonen suggested, and Council agreed that this be moved to item 13.2 on the Agenda.

Council considered Infrastructure Services Report IS-2023-23, regarding Oxford Road 5 Punkeydoodles Corner Intersection Control Feasibility Study and Oxford Road 5 Rationalization. Director of Infrastructure Services, J. Molenhuis, presented the report.

Mayor N. Salonen advised that there would be a Motion coming forward at Regional Council regarding this matter.

Peter Autenried spoke in opposition of the recommendations outlined in the staff report and suggested a roundabout solution.

Council asked and received answers from Mr. Autenried regarding the following:

- the optimal solution in Mr. Autenried's opinion;
- whether technical data was provided to RC Spencer Associates Inc.; and
- the capacity requirements for suggested roundabout in this area.

Council asked and received answers from staff regarding the following the length of time required to implement a long-term solution.

A. Blata of RC Spencer Associates Inc. provided rationale regarding the recommendation outlined in the staff report.

Bryn Gladding spoke in opposition of the recommendations outlined in the staff report and suggested a reduction in speed and a roundabout solution.

Council asked and received answers from staff and RC Spencer Associates Inc. regarding the process of considering whether a roundabout is an appropriate solution.

Council asked and received answers from Bryn Gladding regarding confirmation whether the roundabout suggested is the one outlined by consultant.

Terry Gladding spoke in opposition of the recommendations outlined in the staff report and suggested a reduction in speed and a roundabout solution.

Heidi Yantzi Bailey spoke in opposition of the recommendations outlined in the staff report and suggested a reduction in speed, a roundabout solution and, encouraged additional consultation.

Council asked and received answers from RC Spencer Associates Inc. regarding the following:

- what it takes to reduce speed and what is required to implement a roundabout which will accommodate large machinery; and
- what determines where a stop sign is and where there would be through traffic.

Ed Danen, representing the Punkeydoodles Community Association, spoke regarding the recommendations outlined in the staff report and suggested a reduction in speed, a roundabout solution and further engagement with the residents of the Punkeydoodles community.

Council asked and received answers from Ed Danen regarding the following:

- whether approving a temporary measure might impact the desire to move forward with a long term solutions;
- stop signs as possible solution.

Council asked and received answers from staff regarding the following:

- whether there is a risk of implementing a roundabout that is not warranted according to best practices; and
- the ownership of the triangular area in the diagrams containing potential roundabouts;



- whether Township recommendation could be adopted if Regional Council adopts the motion which Mayor N. Salonen discussed earlier.

A motion was brought forward by Councillor L. Dunstall, seconded by Councillor S. Cressman, THAT the Council of the Township of Wilmot strongly calls upon Oxford County, Perth County, and Region of Waterloo, to immediately work together to collectively reduce speeds in and around the area of Punkeydoodles Corner; and further, THAT staff explore further refinements with Oxford County, Perth County and the Region of Waterloo for further improvements including moving forward with a roundabout at Punkeydoodles Corner. The motion carried unanimously.

Councillor K. Wilkinson brought forward a motion, seconded by Councillor L. Dunstall, to take a 10-minute recess and reconvene at 9:30 p.m. The motion was carried.

**Moved by:** Councillor S. Martin

**Seconded by:** Councillor L. Dunstall

THAT Township Council endorse the recommended intersection improvements at Punkeydoodles Corners for implementation in 2024, as detailed in Report No. IS-2023-23, and further,

THAT Township Council endorse the recommendation to amend the through highway designation and permanently close Huron Road from Punkeydoodles Avenue to Perth Road 101 as a result of the proposed intersection closure at Perth Road 101 & Huron Road, as outlined in Report No. IS-2023-23 and further,

THAT Township Council formally request that the Region of Waterloo assume Wilmot's portion of Oxford Road 5 boundary obligation, including the financial obligations to repair the intersection of Perth Road 101 and Oxford Road 5 to address the inter-regional traffic issues, as well as future capital and operating costs for Oxford Road 5, as the road satisfies the Region's criteria for transfer due to its volume, traffic types and primary use for inter-regional purposes; and further

THAT the Council of the Township of Wilmot strongly calls upon to the Oxford County, Perth County, and Region of Waterloo, to immediately work together to collectively reduce speeds in and around the area of Punkeydoodles Corner; and further,

THAT staff, explore further refinements with Oxford County, Perth County and the Region of Waterloo for further improvements including moving forward with a roundabout at Punkeydoodles Corner.

**Motion Carried Unanimously**

13.3 Interim Financial Update with 2024 Budget Issues and Strategies, COR-2023-79 (addendum)

Mayor N. Salonen suggested, and Council agreed that this be moved to item 13.3 on the Agenda.

Council considered Corporate Services Report COR-2023-79, regarding Interim Financial Update with 2024 Budget Issues and Strategies. Chief Administrative Officer, S. Chambers gave opening remarks and Interim Treasurer / Chief Financial Officer, D. Elliott, presented the report.

Council asked and received answers from staff regarding the following:

- the total tax impact including upper-tier portions;
- the reason for the position of the Township's Reserve Fund;
- the current state of Asset Management Plan;
- whether a debt management report will be forthcoming;
- whether budget forecasting is available; and
- how well the Township is tracking with the 2023 budget.

Julie Neves, representing SPSP Inc., spoke requesting that Council prioritize and approve an air quality study for the town of Petersburg in the 2024 budget.

Council asked and received answers from Julie Neves regarding the following:

- the estimated cost for the requested air quality study; and
- whether there is an air quality comparison necessary.

Councillor K. Wilkinson brought forward an amending motion, seconded by Councillor S. Martin, THAT staff be directed to provide options for an air quality study in Petersburg and include it in the draft budget for Council's review. The motion carried unanimously.

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor K. Wilkinson

THAT Report COR-2023-79, Interim Financial Update with 2024 Budget Issues and Strategies, be received for information; and further

THAT staff be directed to provide options for an air quality study in Petersburg and include it in the draft budget for Council's review.

**Motion Carried Unanimously**

13.4 Reserve Fund Restructuring and By-Law Update - COR-2023-76, COR-2023-76

Mayor N. Salonen suggested, and Council agreed that this be moved to item 13.4 of the Agenda.

Council considered Corporate Services Report COR-2023-76, regarding Reserve Fund Restructuring and By-Law Update. Interim Treasurer / Chief Financial Officer, D. Elliott, presented the report.

Council asked and received answers from staff regarding whether this type of update is standard practice.

**Moved by:** Councillor K. Wilkinson

**Seconded by:** Councillor S. Cressman

THAT Report COR-2023-76, Reserve Fund Restructuring and By-Law Update, be received for information purposes; and

THAT the attached Reserve Fund Management Policy be approved; and

THAT the attached Reserve Fund By-law be approved to establish new and redistribute existing reserve funds.

**Motion Carried Unanimously**

13.5 Foundational Council Budget Principles - COR-2023-77

This report has been deferred to a future Council meeting at the request of staff.

Councillor L. Dunstall moved a motion, seconded by Councillor K. Wilkinson, to extend the meeting past 11:00 p.m. The motion was carried.

## 14. BY-LAWS

**Moved by:** Councillor H. Sidhu

**Seconded by:** Councillor K. Wilkinson

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**

14.1 By-Law 2023-51 Being a By-Law for the Establishment and Maintenance of Reserves and Reserve Funds

## 15. NOTICES OF MOTION

15.1 Councillor L. Dunstall Regarding Support for Bill C-310 An Act to Amend the Income Tax Act (volunteer firefighting and search and rescue volunteer tax credit)

Councillor L. Dunstall has given notice to introduce the following motion for consideration this date:

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor S. Martin

WHEREAS across Canada volunteer firefighters provide essential fire and all hazard emergency services to their communities, and,

WHEREAS many of these individuals receive some form of pay on call, an honorarium, or are given some funding to cover expenses, but do not draw a living wage from firefighting; and,

WHEREAS without volunteer firefighters and search and rescue volunteers, communities across Canada would have no fire and emergency response coverage; and,

WHEREAS in 2013, the federal government initiated a tax credit recognizing these individuals by allowing volunteer firefighters and search and rescue volunteers to claim a \$3,000 tax credit if 200 hours of volunteer services were completed in a calendar year; and,

WHEREAS the Member of Parliament for Courtenay–Alberni, Gord Johns, has introduced Private Members Bill C-310 An Act to amend the Income Tax Act (volunteer firefighting and search and rescue volunteer tax credit) to increase the annual claim amount permitted;

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Wilmot encourages the Government of Canada to support Bill C-310 and enact amendments to subsections 1118.06 (2) and 118.07 (2) of the Income Tax Act in order to increase the amount of the tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000; and further,

BE IT FINALLY RESOLVED THAT the Municipal Clerk be directed to send a copy of this resolution to the Member of Parliament for Courtenay–Alberni, Gord Johns, the Member of Parliament for Kitchener–Conestoga, Tim Louis, the Association of Fire Chiefs of Ontario, and the Federation of Canadian Municipalities.

**Motion Carried Unanimously**

## **16. ANNOUNCEMENTS**

### **Free Library Information Session**

Mayor N. Salonen announced that the Active Living Centre was hosting its next guest speaker, Carolyn Weber of the Region of Waterloo Library, New Hamburg Branch, on Thursday, December 14 from 1:45 p.m. until 2:45 p.m., where they would provide information about ways to use the library, including borrowing e-books online. Mayor Salonen encouraged individuals to bring their library cards and devices for in-person assistance and advised that registration forms for library cards would be available. Mayor Salonen noted that this was a free program, and that Participants would need an Active Living Centre Card, available for free at the Centre.

### **Christmas at the Castle**

Mayor N. Salonen reminded the public that the Christmas at the Castle display was on until January 7, 2024, regular touring hours were Wednesday to Sunday 10 a.m. to 3 p.m. and that tickets could be purchased at [castlekilbride.ca](http://castlekilbride.ca).

### **Wilmot Family Resource Centre**

Mayor N. Salonen announced that Township of Wilmot staff raised money, donations of food and essential items, as well as a Holiday Hamper, for the Wilmot Family Resource Centre to help families in need. Mayor Salonen advised that she would be taking a shift at the Centre to contribute to making someone's holiday season brighter. Mayor Salonen encouraged all who are able to help the

Wilmot Family Resource Centre and the community, in this time of increased need.

### **Swim with Santa: December 23rd**

Mayor N. Salonen reminded the public of the Swimming with Santa event on Saturday, December 23, 2023, at the Wilmot Recreation Complex at 3:30 p.m. and 4:30 p.m. Mayor Salonen noted the admission for those aged 17 and under is \$20 and that up to two adults could attend with each child, with each adult paying the regular admission price or bringing a food item for donation to the Wilmot Family Resource Centre. Mayor Salonen encouraged those shopping during the holiday season, to shop local.

### **Holiday Hours: Township of Wilmot**

Mayor N. Salonen announced the following Township office closures, due to the holiday season:

- December 22, 2023 from 12:00-4:30pm
- December 25, 2023 all day
- December 26, 2023 all day
- December 29, 2023 from 12:00-4:30pm
- January 1, 2024 all day

Mayor Salonen confirmed that all critical staff, including the Wilmot Fire Department and By-law Services would continue to provide services to the public during these closures, and reminded individuals to call 911 in the event of an emergency.

### **Baden Community Association Kids New Years Party**

Councillor K. Wilkinson announced the Baden Community Association Kids New Years Eve Party would be held on December 31, 2023, from 4-7 p.m. Councillor Wilkinson noted that tickets would be required and that a meal and entertainment would be included.

### **Wilmot Family Resource Centre Community Christmas Dinner**

Councillor L. Dunstall announced that the Wilmot Family Resource Centre would be hosting a free Christmas Day dinner for residents of Wilmot and Wellesley Townships who will be alone or lonely on Christmas Day.

### **New Hamburg Legion New Years Eve Party**

Mayor N. Salonen announced that the New Hamburg Legion would be hosting a new years eve party on December 31, 2023, from 8:00 p.m. to 1:00 a.m. and that tickets could be purchased by contacting the Legion.

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

**Moved by:** Councillor K. Wilkinson

**Seconded by:** Councillor S. Cressman

THAT Council receives the verbal report regarding:

1. Confidential Information Supplied in Confidence from the Province of Ontario Section 239 (2)(h) - Information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any item, and Section 239 (2)(i) - a trade secret or scientific, technical, commercial or financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

**Motion Carried Unanimously**

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor S. Cressman

THAT the following individuals be appointed to the 2024 Wilmot Canada Day Event Task Force:

Representatives from service organizations operating within the Township of Wilmot (i.e., service clubs):

1. Mark Weber – New Hamburg Optimist
2. Kristen Chiasson – Wilmot Agricultural Society
3. Abbi Stevenson – New Hamburg Board of Trade
4. Paul Mackie – Wilmot Lions-Lioness Club
5. William Person – New Hamburg Legion
6. Kathryn Gray – Optimist Club Wilmot

Members from the community at large (e.g., business owners, community stakeholders, residents, etc.):

1. Lou Divita
2. Rochelle Unrau
3. Marta Doucet

**Motion Carried Unanimously**

**18. CONFIRMATORY BY-LAW**

**Moved by:** Councillor L. Dunstall

**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**

**19. ADJOURNMENT**

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor S. Martin

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

**Motion Carried Unanimously**