



# **TOWNSHIP OF WILMOT**

## **Council Meeting Minutes**

**Monday, February 25, 2019**

**Regular Council Meeting**

**Council Chambers**

**7:00 P.M.**

**Members Present:** Mayor L. Armstrong, Councillors A. Hallman, C. Gordijk, B. Fisher, J. Gerber and J. Pfenning

**Staff Present:** Chief Administrative Officer G. Whittington, Director of Clerk's Services D. Mittelholtz, Deputy Clerk T. Murray, Director of Facilities & Recreation Services S. Nancekivell, Fire Chief R. Leeson, Director of Finance P. Kelly, Curator of Castle Kilbride T. Loch, Manager of Planning / EDO A. Martin.

- 1. MOTION TO CONVENE INTO CLOSED SESSION (IF NECESSARY)**
- 2. MOTION TO RECONVENE IN OPEN SESSION (IF NECESSARY)**
- 3. MOMENT OF SILENCE**
- 4. ADDITIONS TO THE AGENDA**
- 5. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT**
- 6. MINUTES OF PREVIOUS MEETINGS**

**6.1 Council Meeting Minutes February 11, 2019**

**Resolution No. 2019-33**

**Moved by: Councillor C. Gordijk**

**Seconded by: Councillor B. Fisher**

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

Council Meeting February 11, 2019

CARRIED.

Councillor C. Gordijk asked for an amendment to the February 11, 2019 minutes to include her disclosure of pecuniary interest on page 8, in particular that staff separate out her two disclosures. Staff will amend accordingly.

**7. PUBLIC MEETINGS – no public meetings**

**8. PRESENTATIONS/DELEGATIONS**

**8.1 Christine Lefebvre**

**Land Acknowledgment Statements and Smudging**

The Director of Clerk's Services introduced Ms. Lefebvre to present and discuss land acknowledgement and perform a smudging.

Councillor A. Hallman presented Ms. Lefebvre with a Tabaco Offering. Tobacco is one of the four sacred medicines. It is the very first thing that should be offered in respect and honouring an invited Indigenous person. It is a small amount of loose tobacco wrapped in a red cloth with a tie in a small pouch.

Ms. Lefebvre thanked Council for the opportunity to attend the meeting. Ms. Lefebvre explained the smudging process and the land that Wilmot Township is situated on. She provide a background history on land acknowledgement and its ties to decision making, noting that land acknowledgement is only affective if it is genuine for those present, otherwise it is merely a process. Ms. Lefebvre noted that the law identifies the First Nations as a nation within a nation.

Ms. Lefebvre performed a smudging ceremony and those in attendance were invited to participate.

Mayor Armstrong thanked Ms. Lefebvre for her presentation and smudging.

The Director of Clerk's Services introduced the report and Mayor L. Armstrong asked if anyone had any comments.

Ms. Lefebvre expressed her disappointment that the phrase First Peoples was used in the proposed acknowledgment, in particular because that does not recognize the actual tribes that had settled in Wilmot Township. Ms. Lefebvre did however acknowledge staff's intention to recognize community. She suggested that Council reach out and see how other governments phrase their acknowledgments.

Councillor J. Pfenning thanked her for her presentation. Councillor J. Pfenning advised her family are original settlers of this land and she wishes her family had been more open to acceptance, acknowledging she too has a lot to learn about land recognition. Councillor J. Pfenning advised that she feels the statement falls short on what the Township needs and she is open to amendments on the statement.

Councillor A. Hallman thanked Ms. Lefebvre for her presentation and voiced her concern regarding both the report and statement. She stated her disapproval of the acknowledgment and advised that the statement needs to be more than what it is. Councillor Hallman suggested an amendment to the staff report and read a prepared statement she wrote and suggested to the remainder of Council that they consider passing a resolution to adopt the land acknowledgment she presented.

Councillor C. Gordijk agreed and voiced her disappointment on the change from land acknowledgment to a community acknowledgement, noting that from her understanding this is not the definition of a land acknowledgement. Ms. Lefebvre advised that there is potential for a multi-step process and acknowledgements can be amended over time.

Councillor B. Fisher also thanked Ms. Lefebvre and suggested that staff review the proposed amendments to the resolution that Councillor A. Hallman is proposing, allowing time for Ms. Lefebvre to also provide input on the amendment.

Councillor A. Hallman expressed her view of importance of Council approving the land acknowledgement and she urged that Council approve her land acknowledgement as presented.

Councillor J. Gerber also thanked Ms. Lefebvre for her presentation and guidance. Councillor J. Gerber asked Ms. Lefebvre for clarification on her disappointment of the first people's reference and she advised the development of an acknowledgement is an extensive undertaking, noting that the proposed acknowledgement is not entirely accurate and not representative of what a land acknowledgement is. Councillor J. Gerber thanked Ms. Lefebvre for clarification and also stressed the importance of Councillor B. Fisher's suggestion that staff and Council take the time required to reflect on the proposed amendment from Councillor A. Hallman.

Mayor L. Armstrong agreed that further conversation is required and that a review process is logical.

Councillor J. Pfenning also agreed to have staff and Council review the proposed amendment, noting that the acknowledgment has to be meaningful to everyone. Councillor J. Pfenning advised that she is in favour of supporting Councillor A. Hallman's proposal at the next Council meeting.

Councillor C. Gordijk echoed Councillor J. Pfenning's support for the proposed wording.

Councillor A. Hallman advised Council that she has done the research regarding the acknowledgement therefore she is willing to connect Council to those resources for confirmation.

Mayor L. Armstrong suggested that Council take the week and review the proposal that Councillor A. Hallman is suggesting.

Staff was directed to include the proposed land acknowledgement from Councillor A. Hallman in the March 4, 2019 Council Meeting.

#### **8.1.1 REPORT NO. CL2019-08**

##### **Community Acknowledgement**

#### **Resolution No. 2019-34**

**Moved by: Seconded by:**

THAT Council adopts the inclusion of the following community acknowledgement at Council Meetings:

*As we gather, we are reminded that Wilmot is situated on land that is steeped in rich history and is home to many different cultures and peoples. We acknowledge the First Peoples on whose traditional territory we are now meeting.*

*As a Township we have a responsibility for the stewardship of the land on which we live and work and a responsibility to embrace the diversity of all people who form our local and global community.*

*Today we acknowledge our past while working towards a future built on mutual respect, embracing our differences and coming together as municipal leaders.*

**REJECTED.**

**9. REPORTS****9.1 CAO – no reports****9.2 CLERKS****9.2.1 REPORT CL 2019-07****Council-Staff Professional Relations Policy****Resolution No. 2019-35****Moved by: Councillor J. Gerber****Seconded by: Councillor J. Pfenning**

THAT Council approve Corporate Policy #CA-007, Council – Staff Professional Relations Policy in accordance with Bill 68, Modernizing Ontario's Legislation Act.

CARRIED, AS AMENDED.

Councillor J. Pfenning asked if staff could amend Item 6 in the Policy to include that if there is a complaint against the Chief Administrative Officer, that those complaints are directed to the Ombuds.

Councillor C. Gordijk raised the topic of electronic participation at meetings and that it should be included in the policy. The Director of Clerk's Services advised that it was her understanding that this particular item was an optional policy and staff have not yet explored that option; however, staff can examine how other municipalities have implemented this. Councillor A. Hallman also expressed interest in having this implemented as well.

Mayor L. Armstrong advised that staff are directed to look at this option as something that could be included in meeting procedures.

Councillor J. Gerber suggested that this option might be more suited to be included as part of the procedural by-law as opposed to this policy. The Director of Clerk's Services advised that, if adopted, the electronic participation at meetings policy would be developed as a stand-alone policy that is consistent with what has already been approved in other policies.

Mayor L. Armstrong advised that staff will look into this and report back to Council on their findings.

**9.2.2 REPORT CL 2019-09****Pregnancy and Parental Leave for Council Policy****Resolution No. 2019-36****Moved by: Councillor B. Fisher****Seconded by: Councillor A. Hallman**

THAT Council adopt the Pregnancy and Parental Leave for Council Policy attached as Appendix A to Report CL2019-09.

CARRIED.

**9.2.3 REPORT CL 2019-10****Code of Conduct for Local Boards****Resolution No. 2019-37****Moved by: Councillor J. Pfenning****Seconded by: Councillor C. Gordijk**

THAT Council adopt the Code of Conduct for Local Boards attached as Appendix A, as amended to Report CL2019-10.

CARRIED, AS AMENDED.

Councillor C. Gordijk asked for clarification on what a Local Board is and the Director of Clerk's Services advised that the Municipal Act defines what a Local Board is and the definitions do not include community groups such as Lions or Optimist Clubs.

Councillor A. Hallman questioned staffs opinion on the Board of Trade's status as a non-local board and the Director of Clerk's Services advised that the Board of Trade is a stand-alone organization without municipal authority or accountability and the Director of Finance confirmed that the Board of Trade is not considered a local board as they do not receive tax dollars to support their organization.

Councillor J. Gerber asked if Council would be approving the report or if Council wanted to defer the report to allow staff time to amend the Code of Conduct, if necessary.

Councillor J. Pfenning asked why the Wilmot Healthy Communities Collation was not included in the policy and staff advised that it is not a Committee of Council either. It was noted that the website needs to be updated to reflect that.

Councillor C. Gordijk also asked that Page 37 be amended to say may be deemed confidential instead of shall be deemed confidential.

**9.3 FINANCE – no reports**

**9.4 PUBLIC WORKS – no reports**

**9.5 DEVELOPMENT SERVICES**

**9.5.1 REPORT DS 2019-06**

**Township of Wilmot Response**

**Proposed Amendment No. 1 to the Growth Plan for the  
Greater Golden Horseshoe (2017)**

**Resolution No. 2019-38**

**Moved by: Councillor C. Gordijk Seconded by: Councillor J. Pfenning**

THAT Report DS 2019-06 be received for information; and,

THAT Report DS 2019-06 be forwarded to the Minister of Municipal Affairs and Housing as the formal Township of Wilmot response to Proposed Amendment No. 1 to the Growth Plan for the Greater Golden Horseshoe (2017).

**CARRIED.**

Councillor A. Hallman asked what, if any, impacts there would be for the Creamery site and the Manager of Planning / EDO advised that through the current Regional Growth Plan, there are policies that require a comprehensive review to be completed prior to any consideration for designation change, this process would not change through this plan.

Councillor C. Gordijk asked for clarification on what is deemed provincially significant employment lands and the Manager of Planning / EDO advised that based on what he has seen, the Province generally identifies those areas closer to urban areas.

Councillor J. Pfenning advised that although this plan will not have a huge impact on the Township, there are many municipalities that are concerned about potential farm land impacts. The Manager of Planning / EDO responded that is why the Township placed its focus on the rural rounding out.

**9.6 FACILITIES AND RECREATION SERVICES – no reports**

**9.7 FIRE – no reports**

**9.8 CASTLE KILBRIDE – no reports**

**10. CORRESPONDENCE – no correspondence**

**11. BY-LAWS – no by-laws**

**12. NOTICE OF MOTIONS**

**12.1 Council / Senior Management Training**

Councillor A. Hallman read a motion introducing a mandatory training session for all of Council and Senior Management on broad topic Council guidelines by Amberley Gavel Ltd. at a cost of \$5,000 plus HST.

The Director of Finance reminded Council to keep in mind that such an item would be considered unbudgeted expenses and would potentially reduce the transfers to the reserve funds at the end of the year.

Councillor J. Gerber asked for clarification regarding Notice of Motions and advised that his understanding is that the proper process for Notice of Motion is advanced notice and details of an item that will be raised by a member of Council. The Director of Clerk's Services confirmed that this particular item is considered a notice of motion under the Procedural By-law and that she would recommend Council should follow that protocol.

Mayor L. Armstrong directed staff to prepare a response to Council on the correct Procurement By-law process for such an item for consideration at the March 4, 2019 Council meeting.

Councillor J. Gerber expressed his concerns about the process of the proposal and noted that he would need time to understand what is being proposed.



The Director of Clerk's Services advised that the principles of parliamentary procedures must allow for members to have fair time to review a matter prior to consideration.

Councillor J. Pfenning expressed that transparency and communication is important and agrees that having staff provide more information and allowing Council to review the proposal is reasonable.

The Director of Finance expressed his concerns surrounding the procurement process and the potential for perception of an unfair bidding process considering all the details are unknown at this time and there may be other vendors that provide the same service that should be considered.

Councillor C. Gordijk expressed her opinion that since this firm is the Township's closed meeting investigators therefore that allows us to contract them for training as well.

Councillor A. Hallman also expressed her opinion that the procurement process does not apply to this situation.

The Chief Administrative Officer asked Councillor A. Hallman to pass along as much detail of her proposal as possible to staff to allow staff the opportunity to respond accordingly.

### **13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS**

- 13.1** Councillor J. Pfenning brought forward an Amendment to a Previously Adopted Motion concerning the Trails Advisory Committee.

**Moved by: Councillor J. Pfenning      Seconded by: Councillor C. Gordijk**

THAT the number of resident members on the Trails Advisory Committee be increased from up to 3 members to up to 5 members.

CARRIED.

- 13.2** Councillor A. Hallman noted the success of Heritage Week and the activities on Saturday for Heritage Day. She asked how often the chairs at the Community Centre are cleaned and the Director of Facilities and Recreation Services advised he will verify when they were last cleaned; however, the replacement of the chairs has been included in the 10 Year Capital forecast.

- 13.3** Councillor A. Hallman asked for an update on the granite statue in the park and the Director of Facilities & Recreation Services advised that staff have met with a granite expert and the statue, which was commissioned by the developer, was made with a lower quality granite and although repairs are possible, it was strongly suggested that the Township do not repair the statue at this time, rather monitor and review as necessary.
- 13.4** Councillor B. Fisher applauded the installation of the new sign at Adam Beck Park.
- 13.5** Mayor L. Armstrong advised that he attended many of the occurring events on the weekend around the Township and they were all very well attended.
- 13.6** Councillor J. Pfenning thanked staff for providing her with an excellent report to present at the Heritage Day event.
- 13.7** Councillor C. Gordijk thanked the Curator/Director of Castle Kilbride and her staff for the hard work and great day on Saturday for Heritage Day.
- 13.8** Mayor L. Armstrong also advised that area Mayors and the Chief Administrative Officers are going to Queen's Park on Wednesday for an advocacy day.

Councillor J. Pfenning asked that any briefing notes be forwarded to Council.

Councillor C. Gordijk asked if there were any briefing notes from the Ottawa advocacy day and the Chief Administrative Officer advised he would forward both to Council as he receives them.

**14. BUSINESS ARISING FROM CLOSED SESSION**

**15. CONFIRMATORY BY-LAW**

**15.1 By-law No. 2019-08**

**Recommendation No. 2019-39**

Moved by: Councillor C. Gordijk    Seconded by: Councillor J. Pfenning

THAT By-law No. 2019-08 to Confirm the Proceedings of Council at its Meeting held on February 25, 2019 be introduced, read a first, second, and third time and finally passed in Open Council.

**16. ADJOURNMENT (9:00 p.m.)**

**Recommendation No. 2019-40**

**Moved by: Councillor J. Gerber**

**Seconded by: Councillor B. Fisher**

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