



## **Council Meeting Agenda**

### **Council Meeting**

**Monday, January 30, 2023**

**7:00 p.m.**

**Council Chambers**

**60 Snyder's Road West**

**Baden, Ontario**

**N3A 1A1**

This meeting will be held in-person and electronically in accordance with Section 238 (3.3) of the Municipal Act, 2001. Please subscribe to the Township of Wilmot You Tube Channel to watch the live stream or view after the meeting.

Delegations must register with the Legislative Services Department. The only matters being discussed at this meeting will be those on the Agenda.

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**Pages**

- 1. MOTION TO CONVENE INTO CLOSED MEETING (IF NECESSARY)**
- 2. MOTION TO CONVENE IN OPEN MEETING**  
**RECOMMENDATION**  
THAT Council convenes in Open Session at 7:00 p.m.
- 3. MOMENT OF REFLECTION**
- 4. TERRITORIAL ACKNOWLEDGEMENT**  
Councillor S. Martin
- 5. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL  
CONFLICT OF INTEREST ACT**
- 6. ADDITIONS TO THE AGENDA**

**6.1 Temporary Appointment of Property Standards Appeals Committee,  
COR-2023-10**

**RECOMMENDATION**

THAT Report COR-2023-10 regarding the appointment of a Property Standards Appeals Committee be received; and further,

THAT the following individuals be temporarily appointed to and form the Property Standards Appeals Committee:

- Blain Bechthold
- Julie Molenaar; and,
- Wayne Roth; and further,

THAT the appointments to the Property Standards Appeals Committee remain until the broad Committee Appointment Policy Review is completed.

**7. ADOPTION OF THE AGENDA**

**RECOMMENDATION**

That the Agenda as presented for January 30, 2023 be adopted.

**8. MINUTES OF PREVIOUS MEETINGS**

**RECOMMENDATION**

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

- Regular Council Meeting January 16, 2023
- Special Council Meeting January 19, 2023

**9. PUBLIC MEETINGS - NONE**

**10. PRESENTATIONS - NONE**

**11. CONSENT AGENDA**

## 11.1 Grand River Accessibility Advisory Committee Appointments for 2023-2026 Term, COR-2023-02

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### RECOMMENDATION

THAT Council approve the recommended appointments to the Grand River Accessibility Advisory Committee (GRAAC), and further

THAT pending ratification by the partnering municipalities, the following members be appointed to GRAAC for a four-year term ending December 31, 2026:

1. Alyssa Clelland;
2. Tamara Cooper;
3. Sarah Cunneyworth;
4. Heather Gillespie;
5. Christine Nishiwaki;
6. Farshid Sadatsharifi;
7. Katherine Waybrant;
8. Agency Representation (Brain Injury Association Waterloo Wellington).

## 12. REPORTS

## 13. CORRESPONDENCE - NONE

## 14. BY-LAWS

### RECOMMENDATION

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

### 14.1 By-law 2023-xx Being a By-law to Appoint a Clerk for the Corporation of the Township of Wilmot and to Rescind all By-laws for any Previously Appointed Clerks

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### 14.2 By-law 2023-xx Being a By-law to Appoint a Deputy Clerk for the Corporation of the Township of Wilmot and to Rescind all By-laws for any Previously Appointed Deputy Clerks

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## 15. NOTICE OF MOTIONS

## 16. ANNOUNCEMENTS

## 17. BUSINESS ARISING FROM CLOSED SESSION

## 18. CONFIRMATORY BY-LAW

23

### RECOMMENDATION

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

**19. ADJOURNMENT  
RECOMMENDATION**

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



## CORPORATE SERVICES

### *Staff Report*

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REPORT NO: COR-2023-10

TO: Council

SUBMITTED BY: Patrick Kelly, Director of Corporate Services / Treasurer

PREPARED BY: Jeff Bunn, Manager of Legislative Services

REVIEWED BY: Sharon Chambers, CAO

DATE: January 30, 2023

SUBJECT: Temporary Appointment of Property Standards Appeals Committee

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#### RECOMMENDATION:

THAT Report COR-2023-10 regarding the appointment of a Property Standards Appeals Committee be received; and further,

THAT the following individuals be temporarily appointed to and form the Property Standards Appeals Committee:

- Blain Bechthold
- Julie Molenaar; and,
- Wayne Roth; and further,

THAT the appointments to the Property Standards Appeals Committee remain until the broad Committee Appointment Policy Review is completed.

#### SUMMARY:

This report recommends the temporary appointment of a Property Standards Appeals Committee.

BACKGROUND:

Under the Township's Property Standards By-law, By-law Enforcement Officers may issue an Order if a property fails to meet the minimum standards set out in the By-law. The Property Standards Appeals Committee holds hearings when the Township receives appeals by property owners or their agents who have received an Order to Comply and are not satisfied with the terms and conditions of the Order. Meetings of the Property Standards Appeals Committee are scheduled once an appeal has been received and held on an as needed basis. Though there is no legislative timeline for a hearing to occur, general best practices is for the Committee to endeavor to meet within 30 days of an appeal being received.

When considering an appeal, the Property Standards Appeals Committee may confirm, modify or quash the order. The Committee may also extend the time for complying with the order.

Unlike an advisory committee of Council, the Property Standards Appeals Committee is a quasi-judicial committee and functions similarly to a Court and are conducted in accordance with the *Building Code Act* and the *Statutory Powers and Procedures Act*. If a property owner is dissatisfied with a decision of the Property Standards Appeals Committee, an appeal of decision can be made to the Superior Court within the prescribed timelines outlined in the *Building Code Act*.

REPORT:

On November 7, 2022, Council passed the following resolution:

*THAT Report CAO 2022-08 be received for information purposes, and further;*

*THAT staff be directed to prepare the necessary by-laws and resolutions to extend the term of appointment for the Heritage Wilmot Advisory Committee, Castle Kilbride Advisory Committee and quasi-judicial committees to February 28, 2023, and further;*

*THAT the Sustainability Working Group, Wilmot Trails Advisory Committee and Community Safety and Crime Prevention Engagement Committee be temporarily suspended, pending a review of Committees of Council by the incoming Council and adoption of a revised Committee Appointment Policy.*

As a result, the appointment of the Property Standards Appeals Committees was extended to February 28, 2023. With respect to the current committee membership, the Manager of Municipal Law Enforcement has been informed that two of the current members on the Committee have resigned due to personal matters and a third member is no longer within the Township. Both Blain Bechthold and Julie Molenaar are current members whose membership was extended until February 28, 2023,. Both have expressed an interest in continuing to serve on the Property Standards Appeal Committee.

While staff are currently completing a review of the Committee Appointment Policy for Council's consideration in the near future, given the nature of Property Standards Orders (e.g., potential health and safety risks to property owners and citizens at-large), it is recommended that a Property Standards Appeals Committee be temporarily appointed in advance of that review being completed. Likewise, there is urgency to appoint a committee at this time, as the Township has received an Appeal to a Property Standards Order.

Like other Township committees, the Property Standards Appeals Committee is governed by a Terms of Reference (Attachment "A"). Staff recommend continue using the current Terms of Reference for the Property Standards Appeals Committee. If any changes are required to the Terms of Reference those changes will be included in the broader Committee review and brought forward for Council's consideration at a later date.

#### ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

The appointment of a Property Standards Appeals Committee is in alignment with the Responsible Government strategic goal.

#### FINANCIAL CONSIDERATIONS:


Currently members of the Property Standards Appeals Committee receive a remuneration of \$50 per meeting. Staff are recommending that members of the Property Standards Appeals Committee are also remunerated \$50 per hearing they attend.

Based on "as needed" nature of Property Standards Hearings, it's difficult to anticipate how many hearings will be held in a given year. There has not been a Property Standards Appeal Hearing within the past 5 years.

If there are hearings and the full Committee membership is present, the total cost per meeting would be \$250 plus milage for the Committee membership.

#### ATTACHMENTS:

Attachment "A" – Policy # CL-05.2 Property Standards Committee

 <b>TOWNSHIP OF WILMOT</b>	<b>Corporate Policy Manual</b>
	Section: <b>COUNCIL</b>
	Policy # <b>CL-05.2</b> <b>Pg. 1 of 1</b> <b>PROPERTY STANDARDS COMMITTEE</b>
Revision Date: December 6, 2010	Issue Date: February 11, 2002
Approved by: Council	Review Date:

## PURPOSE

To appoint a Property Standards Committee to adjudicate any appeals of property standards orders as per Section 22 of the Property Standards By-law. (No. 2010- 54)

## SCOPE

An ad will be placed in the local newspaper at the end of a 4 year term, inviting individuals to submit their application to serve on the committee, subject to council approval.

A committee shall be composed of such persons, not fewer than three, as the council considers advisable.

The terms of office for the members of the Committee shall be for four (4) years. When a vacancy occurs in the membership of the Committee, the Council shall forthwith fill the vacancy.

The members of the Committee shall elect one of themselves as chair, and when the chair is absent through illness or otherwise, the Committee may appoint another member as acting chairman and shall make provisions for a secretary for the Committee, and any member of the Committee may administer oaths.

A majority of the Committee constitutes a quorum, and the Committee may adopts its own rules of procedure but before hearing an appeal under Subsection (17) of Section 31 of The Planning Act, 1990, shall give notice or direct that notice be given of such hearing to such persons as the Committee considers should receive such notice.

The secretary shall keep on file minutes and records of all applications and the decisions thereon and all other official business of the Committee.

The members of the Committee shall be paid such compensation as the Council may provide.

**COMMENTS:** as per Resolution 2002-39, the remuneration rate for the members of the committee is \$50.00 per meeting plus the standard municipal mileage rate.



## **Council Meeting Agenda**

### **Council Meeting**

Date: January 16, 2023, 4:00 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: Chief Administrative Officer, S. Chambers  
Director of Community Services, S. Jackson  
Director of Corporate Services/Treasurer, P. Kelly  
Fire Chief, R. Leeson  
Director of Public Works and Engineering, J. Molenhuis  
Director of Development Services, H. O'Krafka  
Supervisor of IT, K. Jeffreys  
Deputy Clerk, C. Curtis  
Administrative Clerk, C. Greenley  
Manager of Customer Service & Com Dev, M. O'Krafka  
Manager of Parks & Facilities, G. Dubrick  
Project Coordinator - Parks & Facilities, A. Schenck

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

Acting Mayor, L. Dunstall, assumed the role of the Chair at 4:09 p.m.

Mayor, N. Salonen, assumed the role of the Chair at 4:10 p.m.

**Moved by:** Councillor S. Cressman

**Seconded by:** Councillor K. Wilkinson

THAT a Closed Meeting of Council be held on January 16, 2023 at 4:00 p.m. in accordance with Section 239(3.1), Section 239(2)(f) and Section 239(2)(k) of the Municipal Act, 2001 to consider the following:

- Council Orientation - Section 239(3.1) - the meeting is held for the purpose of educating or training the members.
- Ontario Land Tribunal Matters - Section 239(2)(f) - advice that is subject to solicitor client privilege, including communications necessary for that purpose.
- Property Negotiations - Section 239(2)(k) - a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**Motion Carried**

## **2. MOTION TO RECONVENE IN OPEN MEETING**

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor K. Wilkinson

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

**Motion Carried**

## **3. MOMENT OF REFLECTION**

Before we begin tonight's meeting, let us take a moment to reflect on the sudden passing of the Honourable David Onley.

Mr. Onley was appointed the province's lieutenant-governor in 2007, a post he held for seven years. After his term, Onley became a special adviser to the provincial government on accessibility and disability issues.

David is recognized as a tireless campaigner for people with disabilities, and leaves behind a memorable legacy of advocacy works. He passed away at 72 years of age.

Let us also take a moment to recognize that January 25<sup>th</sup> is Bell Let's Talk Day.

Bell Let's Talk Day, is committed to mental health in Canada. The campaign is focused on 4 key action pillars – Fighting the stigma of mental health, improving access to care, supporting world-class research, and leading by example in workplace mental health.

#### 4. TERRITORIAL ACKNOWLEDGEMENT

Councillor H. Sidhu read the Territorial Acknowledgement.

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

##### 5.1 Councillor S. Cressman - Third Arena Design RFP Results and Recommendations, Community Services-2023-01

Councillor S. Cressman declared a Pecuniary Interest on item 12.1 and left Council Chambers. Please visit [Registry of Disclosure of Pecuniary Interest](#) for further details.

#### 6. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

#### 7. ADOPTION OF THE AGENDA

**Moved by:** Councillor S. Martin

**Seconded by:** Councillor H. Sidhu

That the Agenda as presented for January 16, 2023 be adopted.

**Motion Carried**

#### 8. MINUTES OF PREVIOUS MEETINGS

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor S. Martin

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

- Special Council Meeting of December 12, 2022

**Motion Carried**

#### 9. PUBLIC MEETINGS - NONE

There were no Public Meetings on this date.

#### 10. PRESENTATIONS - NONE

There were no Presentations on this date.

#### 11. CONSENT AGENDA

THAT the recommendations for Consent Item 11.1 be approved.

11.1 Municipal Election 2022 – Post Election Accessibility Report, COR-2023-39

**Moved by:** Councillor H. Sidhu

**Seconded by:** Councillor S. Martin

THAT Report COR 2023-01 be received for information purposes.

**Motion Carried**

## 12. REPORTS

12.1 Third Arena Design RFP Results and Recommendations, Community Services-2023-01

Councillor S. Cressman declared a conflict on this item. (Councillor S. Cressman declared a Pecuniary Interest on item 12.1 and left Council Chambers. Please visit Registry of Disclosure of Pecuniary Interest ;for further details.)

Director of Community Services, S. Jackson gave a high-level overview of Report 'Community Services-2022-34'.

President, New Hamburg Firebirds, G. Mills, expressed concerns with the proposed ice pad and suggested further public consultation and analysis be undertaken.

Council asked and received answers from President G. Mills regarding whether there would be a benefit to having a large screen to display all aspects of the ice to mitigate the sightline issues/concerns.

Council asked and received answers from Staff on the following topics:

- why the third ice pad is being considered at this point of time
- whether the Township can still utilize Development Charges discussed in the report, and whether those figures are still accurate based on the changes with Bill 23
- possible solutions to address sightline concerns
- whether consideration was given to potentially building two ice pads as opposed to just one to accommodate future needs
- costs and work associated with potentially refurbishing the New Hamburg Community Centre to once again accommodate ice

- whether fees would be charged to the Township if all bids were rejected
- whether, if the RFP were awarded for the design, the project would then be 'shovel ready' when council is ready to go ahead with the build
- length of design process, including public consultation
- whether the scope of the design change even after the RFP is awarded

Council noted that the report mentions that a number of community members requested a design consideration for a bowl-style arena, and later specifies that that style was not considered in the Monteith-Brown Site Plans.

Director of Community Services, S. Jackson clarified that this RFP award is about getting design underway and not for the purpose of approving construction costs.

Council sought and received clarification regarding the grant application process for this project.

Councillor H. Sidhu discussed an amending motion to provide more time for public consultation; however, they did not move forward with this motion.

CAO, S. Chambers, asked and received clarification from Director of Community Services, S. Jackson, that if the RFP is awarded to Walter Fedy Inc., that Council has the option to negotiate with the successful bidder on changing the scope of that, including further public consultation.

Council asked and staff provided answers regarding whether it is most appropriate to request scope changes before or after the RFP has been awarded.

Council asked received answers regarding whether grants can be received if the Township does not have a 'shovel-ready' design.

After original motion was not carried, CAO, S. Chambers, sought and received clarification and Council confirmed that Council is rejecting all bids.

Mayor N. Salonen called for a recess at 7:55 p.m.

Council reconvened at 7:59 p.m.

CAO, S. Chambers, confirmed that the result of this motion not passing cancels the RFP and staff will notify the bidders and await further instruction from Council.

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor S. Martin

THAT RFP 2022-36 be awarded to Walter Fedy Inc. based in Kitchener ON, for the design and project management of the addition of a third rink at the Wilmot Recreation Complex (WRC), as per their submission dated November 18, 2022, in the amount of \$616,697.23, plus HST.

**Motion Defeated**

### 13. CORRESPONDENCE

- 13.1 Letter from the Right Honourable Steve Clark regarding Greenbelt Amendments and Revocation of the Central Pickering Development Plan and O. Reg. 154/03

### 14. BY-LAWS

**Moved by:** Councillor K. Wilkinson

**Seconded by:** Councillor L. Dunstall

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

**Motion Carried**

- 14.1 By-law 2023-xx Being a By-law to Appoint a Clerk for the Corporation of the Township of Wilmot and to Rescind all By-laws for any Previously Appointed Clerks
- 14.2 By-law 2023-xx Being a By-law to Provide for an Interim Tax Levy and to Provide for the Payment of Taxes by Instalments

### 15. NOTICE OF MOTIONS

There were no notices of motion for this meeting.

### 16. ANNOUNCEMENTS

Mayor N. Salonen announced that Waterloo Regional Council's first budget meeting is this Wednesday, January 18, 2023 which can be viewed in person and online.

Mayor Salonen also advised that Waterloo Regional staff is assessing the intersections of Snyder's Road/ Waterloo Street and Nafziger Road in Wilmot Township for development of a possible roundabout. Mayor Salonen invites the public to share feedback on this proposed roundabout either by the [online survey](#) or by contacting the Region of Waterloo by phone or e-mail. Feedback is welcomed until February 10, 2023.

**17. BUSINESS ARISING FROM CLOSED SESSION**

There was no business arising from closed session.

**18. CONFIRMATORY BY-LAW**

**Moved by:** Councillor H. Sidhu

**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**

**19. ADJOURNMENT**

**Moved by:** Councillor S. Martin

**Seconded by:** Councillor L. Dunstall

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

**Motion Carried**

## Special Council Meeting Agenda

### Special Council Meeting

Date: January 19, 2023, 5:00 P.M.  
Location: Council Chambers  
60 Snyder's Road West  
Baden, Ontario  
N3A 1A1

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

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor H. Sidhu

THAT a Closed Meeting of Council be held on January 19, 2023 at 5:00 p.m. in accordance with Section 239 (2) (c) of the Municipal Act, 2001 to consider the following:

- Proposed Land Acquisition - Section 239 (2) (c) - a proposed or pending acquisition or disposition of land by the municipality or local board.

**Motion Carried**

#### 2. MOTION TO RECONVENE IN OPEN MEETING

**Moved by:** Councillor L. Dunstall

**Seconded by:** Councillor S. Martin

THAT Council reconvenes in Open Session at 5:52 p.m.

**Motion Carried**

#### 3. MOMENT OF REFLECTION

#### 4. TERRITORIAL ACKNOWLEDGEMENT

Mayor Salonen read the Territorial Acknowledgement

#### 5. ADDITIONS TO THE AGENDA



**6. ADOPTION OF THE AGENDA**

**Moved by:** Councillor S. Martin

**Seconded by:** Councillor S. Cressman

That the Agenda as presented for January 19, 2023 be adopted.

**Motion Carried**

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

There were none

**8. MINUTES OF PREVIOUS MEETINGS - NONE**

**9. PUBLIC MEETINGS - NONE**

**10. PRESENTATIONS - NONE**

**11. CONSENT AGENDA**

**12. REPORTS**

**13. CORRESPONDENCE**

**14. BY-LAWS**

**15. NOTICE OF MOTIONS**

**16. ANNOUNCEMENTS**

**17. BUSINESS ARISING FROM CLOSED SESSION**

There was no business arising from Closed Session

**18. CONFIRMATORY BY-LAW**

**Moved by:** Councillor S. Cressman

**Seconded by:** Councillor L. Dunstall

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 S. Cressman

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

**Motion Carried**



## CORPORATE SERVICES

### *Staff Report*

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REPORT NO: COR 2023-02

TO: Council

SUBMITTED BY: Patrick Kelly, Director of Corporate Services / Treasurer

PREPARED BY: Candice Greenley, Administrative Clerk

REVIEWED BY: Sharon Chambers, CAO

DATE: January 30, 2023

SUBJECT: Grand River Accessibility Advisory Committee Appointments for 2023-2026 Term

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#### RECOMMENDATION:

THAT Council approve the recommended appointments to the Grand River Accessibility Advisory Committee (GRAAC), and further

THAT pending ratification by the partnering municipalities, the following members be appointed to GRAAC for a four-year term ending December 31, 2026:

1. Alyssa Clelland;
2. Tamara Cooper;
3. Sarah Cunneyworth;
4. Heather Gillespie;
5. Christine Nishiwaki;
6. Farshid Sadatsharifi;
7. Katherine Waybrant;
8. Agency Representation (Brain Injury Association Waterloo Wellington).

### SUMMARY:

GRAAC is comprised of 11-15 volunteer laypersons or agency representatives. Recruitment for GRAAC is organized each year by a Staff Advisory Group with representatives from each of the supporting municipalities. Appointments are staggered to support succession planning and knowledge sharing.

The Staff Advisory Group ranks applicants in a bias-free recruitment and selection process, considering diversity of perspectives and geography where possible. Applications from agencies are accepted based on the agency's merit to represent persons with disabilities and the agency representative may be chosen by the agency. The recommended appointments must be approved by all seven (7) of the supporting Councils, who will each receive similar reports for consideration.

### BACKGROUND:

In 2004, GRAAC was created to meet the requirements of the *Ontarians with Disabilities Act, 2001* (ODA) and the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA). GRAAC is a joint committee of seven (7) area municipalities: the Regional of Waterloo, the Cities of Kitchener and Waterloo, and the Townships of North Dumfries, Wellesley, Wilmot, and Woolwich. The committee provides vision, planning and recommendations to member municipalities to develop, remove barriers and improve accessibility for people with disabilities within their communities.

### REPORT:

The Township of Wilmot has participated in actively supporting the operation of GRAAC since 2015. The partnership with the other area municipalities is an effective and cost-effective way to have access to an advisory committee and fulfill this legislated requirements of the *Accessibility for Ontarians with Disabilities Act* (AODA).

The appointments recommended within this report are based on having a diversity of perspectives on GRAAC and include agency applications. With the appointments recommended in this report, all fifteen (15) seats on GRAAC will be filled.

### ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

The Township's participation in GRAAC aligns with the Strategic Plan goals of community engagement through belonging and quality of life through accessibility and inclusivity.

### FINANCIAL CONSIDERATIONS:

The Legislative Services operating budget contains funds allocated to the Grand River Accessibility Advisory Committee for administrative costs totaling approximately \$340.00.

**THE CORPORATION OF THE TOWNSHIP OF WILMOT**  
**BY-LAW NO. 2023-XX**

**BY-LAW TO APPOINT A CLERK**  
**FOR THE CORPORATION OF THE TOWNSHIP OF WILMOT AND**  
**TO RESCIND ALL BY-LAWS FOR ANY PREVIOUSLY APPOINTED CLERKS**

**WHEREAS**, Section 228 (1) of the Municipal Act, S.O. 2001, c. 25 as amended, provides that a Council shall appoint a Clerk.

**THEREFORE THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WILMOT ENACTS AS FOLLOWS:**

- 1. THAT Jeffrey Bunn is hereby appointed as the Clerk of the Township of Wilmot.
- 2. THAT the powers and duties of said Clerk shall be as set out respectively under the provisions of the Municipal Act and the regulations authorized hereby and every other Act and the regulations thereby and in addition, the by-laws of the Corporation of the Township of Wilmot.
- 3. THAT in addition to the duties required to be performed under any statute the Clerk shall perform such other duties as may, from time to time, be assigned to the Clerk by by-law of Council.
- 4. THAT any by-laws previously appointing any other individual(s) as Clerk are hereby rescinded.
- 5. THAT this by-law shall take effect and come into force on the date of passage.

**READ** a first and second time this 30<sup>th</sup> day of January, 2023.

**READ** a third time and finally passed in Open Council this 30<sup>th</sup> day of January , 2023.

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**

**THE CORPORATION OF THE TOWNSHIP OF WILMOT**

**BY-LAW NO. 2023-XX**

**BY-LAW TO APPOINT A DEPUTY CLERK  
FOR THE CORPORATION OF THE TOWNSHIP OF WILMOT**

**WHEREAS**, Section 228 (2) of the Municipal Act, S.O. 2001, c. 25 as amended, provides that a Council may appoint a Deputy Clerk who shall have all the powers and duties of the clerk.

**THEREFORE THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WILMOT ENACTS AS FOLLOWS:**

- 1. THAT Chad Curtis is hereby appointed as a Deputy Clerk of the Township of Wilmot.
- 2. THAT the powers and duties of said Deputy Clerk shall be as set out respectively under the provisions of the Municipal Act and the regulations authorized hereby and every other Act and the regulations thereby and in addition, the by-laws of the Corporation of the Township of Wilmot.
- 3. THAT in addition to the duties required to be performed under any statute the Deputy Clerk shall perform such other duties as may, from time to time, be assigned to the Deputy Clerk by by-law of Council.
- 4. THAT this by-law shall take effect and come into force on the date of passage.

**READ** a first and second time this 30<sup>th</sup> day of January, 2023.

**READ** a third time and finally passed in open Council this 30<sup>th</sup> day of January, 2023.

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**

**THE CORPORATION OF THE TOWNSHIP OF WILMOT**  
**BY-LAW NO. 2023-XX**  
**TO CONFIRM THE PROCEEDINGS OF COUNCIL**  
**AT ITS MEETING HELD ON JANUARY 30, 2023**

**THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WILMOT**  
**ENACTS AS FOLLOWS:**

- 1. The actions of the Council at its meeting held on January 30, 2023, with respect to each recommendation contained in the reports forwarded to Council, and in respect to each resolution and other action passed and taken by Council at this meeting, except where the prior approval of the Ontario Land Tribunal is required, are hereby adopted, ratified and confirmed.
- 2. The Mayor or in their absence the presiding officer of Council and the proper officials of the municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and except where otherwise provided, the Mayor or in his absence the presiding officer, and the Clerk, or in their absence, the Deputy Clerk, are hereby directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and to affix the corporate seal of the municipality to all such documents.

**READ** a first and second time this 30<sup>th</sup> day of January, 2023.

**READ** a third time and finally passed in open Council this 30<sup>th</sup> day of January, 2023.

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**