

Council Meeting Minutes

Council Meeting

Date: September 29, 2025, 6:30 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, J. Willmer
Acting Director of Corporate Services, H. O'Krafka
Director of Community Services, C. Catania
Acting Director of Infrastructure Services, K. VanderWal
Acting Director of Development Services, A. Martin
Fire Chief, R. Leeson
Manager of Legislative Services / Municipal Clerk, K. Bos
Supervisor of Legislative Services / Deputy Clerk, M. Dykstra
Desktop Support Technician, R. Ubhi

1. CALL TO ORDER

Moved by: Councillor S. Cressman

Seconded by: Councillor L. Dunstall

THAT the Regular Council Meeting held on September 29, 2025 be called to order at 6:30 p.m.

Motion Carried Unanimously

2. CLOSED SESSION

Moved by: Councillor S. Cressman

Seconded by: Councillor S. Martin

THAT a Closed Meeting of Council be held on September 29, 2025, at 6:30 p.m. at the Wilmot Administrative Complex, in accordance with Section 239 (2) (e) of the Municipal Act, 2001, to consider the following:

- Sanitary Lateral (Victoria Street) – Section 239 (2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Motion Carried Unanimously

3. RECONVENE INTO OPEN SESSION

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

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

Motion Carried Unanimously

4. TERRITORIAL LAND ACKNOWLEDGEMENT

Mayor N. Salonen read the Territorial Land Acknowledgment.

5. ADDITIONS TO THE AGENDA

The following items have been added since the publication of the revised agenda:

- Item 9.2.1 Specific Interest Delegation by Barry Wolfe for Item 12.1 - COR-2025-46 - Mayoral Direction 2025-01 Council Remuneration Review

6. ADOPTION OF THE AGENDA

Moved by: Councillor L. Dunstall

Seconded by: Councillor H. Sidhu

THAT the Agenda for September 29, 2025 be adopted, as amended.

Motion Carried Unanimously

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

Councillor S. Martin declared a conflict of interest with Item 12.2 CS-2025-12 - Affiliation Policy and Minor Sports Discounts.

8. MINUTES OF PREVIOUS MEETINGS

Moved by: Councillor H. Sidhu

Seconded by: Councillor S. Cressman

THAT the Minutes of the August 25, 2025 Regular Council Meeting, and the September 8, 2025 Committee of the Whole Meeting be adopted as presented.

Motion Carried Unanimously

9. DELEGATIONS

9.1 General Interest Delegations

There were no general interest delegations.

9.2 Specific Interest Delegations

9.2.1 Item 12.1 - COR-2025-46 - Mayoral Direction 2025-01 Council Remuneration Review

9.2.1.1 Barry Wolfe (In-person)

9.2.2 Item 13.5 By-law 2025-58 Appoint Acting Deputy Treasurers (Jeff Willmer and Harold O'Krafka)

9.2.2.1 Barry Wolfe (In-Person)

10. CORRESPONDENCE

Councillor S. Martin pulled Item 10.1 and 10.2, and provided comments.

Mayor N. Salonen provided comments on the Region of Waterloo municipal speed camera program emphasizing that the Township does not own, operate or directly receive revenue from the municipal speed camera program.

10.1 Correspondence from Nancy Coghill regarding the Region of Waterloo Municipal Speed Camera Program

10.2 Correspondence from Stephen Drudge regarding the Region of Waterloo Municipal Speed Camera Program

11. CONSENT AGENDA

Councillor S. Martin pulled Item 11.1 COR-2025-43 - 2026 Council Meeting Schedule.

Councillor S. Martin pulled Item 11.2 COR-2025-49 - Disposition of Land - Former Coal Lane (Beck Street).

Councillor K. Wilkinson pulled Item 11.5 IS-2025-33 - Award of Contract - Haysville Road (Twp Road 12) Valve Chamber Construction.

Councillor S. Martin pulled Item 11.3 FS-2025-02 - Fire Service Boundary Agreement Renewal Township of Wellesley.

Moved by: Councillor S. Martin

Seconded by: Councillor S. Cressman

THAT Consent Agenda Items 11.1, 11.2, 11.3, 11.4, 11.5 and 11.6 be approved.

Motion Carried Unanimously

11.1 COR-2025-43 – 2026 Council Meeting Schedule

THAT the 2026 Council Meeting Schedule be approved as attached.

11.2 COR-2025-49 - Disposition of Land- Former Coal Lane (Beck Street)

THAT Report COR-2025-49 Disposition of Land- Former Coal Lane (Beck Street) be received for information; and,

THAT Council considers By-law 2025-64, authorizing the Mayor and Clerk to execute the purchase and sale agreement with Schnurr Home Builders Inc. for the disposition of the lands known as Former Coal Lane (Beck Street); and,

THAT Council considers By-law 2025-65, to designate Register Plan 627 as it applies to Lots 165-168, and 173-174, and Registered Plan 633, as it applies to Lot 5, not to be registered plans of subdivision; and,

THAT Council authorize By-law 2025-65 to be registered on title as required under Section 50(28) of the Planning Act, R.S.O. 1990,c.P.13, as amended.

11.3 FS-2025-02 - Fire Service Boundary Agreement Renewal Township of Wellesley

Council asked and received a response to the following:

- Whether the Township should be seeking similar agreements with other municipalities.

THAT Council consider By-law 2025-56, authorizing the Mayor and Clerk to execute an agreement with the Township of Wellesley for the continued provision of fire protection services within the designated boundary area of the Township of Wilmot.

11.4 IS-2025-30 - Encroachment By-Law

THAT Council approve the Encroachment By-law to be implemented within the Township of Wilmot to regulate permanent installations within the municipal Right of Way; and,

THAT Council consider By-law 2025-54 being a bylaw to authorize the Mayor and the Clerk to sign the Encroachment By-law.

11.5 IS-2025-33 - Award of Contract – Haysville Road (Twp Rd 12) Valve Chamber Construction

Council asked and received a response to the following:

- The rationale behind the project's cost increase;
- The projected timeline for cost recovery;
- The justification for proceeding with the project; and,
- Clarification on the methodology used to calculate wastewater flow.

THAT Council approve an increased limit to the Haysville Road (Township Road 12) Valve Chamber Construction by \$79,095.00 for a total project estimated amount of \$229,095.00 as per Report IS-2025-33; and,

AND THAT Council consider By-law 2025-57, being a by-law authorizing the Mayor and the Clerk to enter into an agreement with 410754 Ontario Limited o/a Sousa Concrete for the Haysville Road (Twp Road 12) Valve Chamber Construction within the total budget of \$229,095.00.

11.6 IS-2025-35 - Sewer Use By-Law

THAT Council approve the proposed Sewer Use By-Law attached to Report IS-2025-35 as an update to the existing Township of Wilmot By-Law 73-30 being a by-law to control discharge of sewage into the sewage system of the municipality, and 73-57 requiring the connecting of buildings to sewage works and water works in the Township of Wilmot; and,

THAT Council consider By-law 2025-55 being a by-law to regulate discharges to the sewage works and drainage works of the Township of

Wilmot and to provide for the protection of these systems and the natural environment and to repeal By-laws 73-30 and 73-57.

12. REPORTS

12.1 COR-2025-46 - Mayoral Direction 2025-01 Council Remuneration Review

Manager of Legislative Services / Clerk, K. Bos introduced the report.

Delegate B. Wolfe addressed Council.

Council asked and received a response to the following from the Delegate:

- Proposed methods for increasing the Township's revenues.

Council asked and received a response from staff regarding the following:

- If the motion is approved by Council, who will draft the policy; and,
- When would Council consider the status of the Mayor's role, specifically whether it will be a part-time or full-time role.

Moved by: Councillor L. Dunstall

Seconded by: Councillor H. Sidhu

THAT Council directs Staff to bring back a Council Remuneration Review Policy to the November Committee of the Whole Meeting as per Report COR-2025-46.

Motion Carried

12.2 CS-2025-12 - Affiliation Policy and Minor Sport Discounts

Mayor N. Salonen welcomed A. Martin to the role of Acting Director of Development Services, while H. O'Kafka assumes the role of Acting Director of Corporate Services.

Director of Community Services, C. Catania introduced the report.

Mayor N. Salonen separated the vote to accommodate Councillor S. Martin's conflict of interest.

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Cressman

THAT Council approve the revised Community Services Affiliation Policy as attached to Report CS-2025-12; and,

THAT Staff be directed to continue the current facility use subsidies, minor sport discounts (35%), and in-kind staff costs for legacy facility bookings, by affiliated groups and special events, save and except for the New Hamburg Firebirds taking place at Township facilities in 2026.

Motion Carried Unanimously

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

Moved by: Councillor H. Sidhu

Seconded by: Councillor L. Dunstall

THAT staff be directed to continue the current facility use subsidies, minor sport discounts (35%), and in-kind staff costs for legacy facility bookings, by affiliated groups and special events for the New Hamburg Firebirds taking place at Township facilities in 2026.

Motion Carried Unanimously

12.3 CS-2025-18 - Wilmot Canada Day Committee

Director of Community Services, C. Catania introduced the report.

Council asked and received a response to the following:

- Clarification regarding the role of volunteers within the proposed informal planning structure.

Moved by: Councillor L. Dunstall

Seconded by: Councillor H. Sidhu

THAT in accordance with Section 4.3.1 of the Committee Governance Policy GP-23-01 the Wilmot Canada Day Event Task Force be dissolved; and,

THAT Council directs Staff to work with local organizations and community groups on planning, implementing and executing an inclusive Canada Day celebration event, which normally consists of one focal event on July 1st.

12.4 IS-2025-39 - Sidewalk Policy Update

Acting Director of Infrastructure Services, K. VanderWal introduced the report.

Council asked and received a response to the following:

- If Council wants to improve accessible infrastructure whether additional funds need to be included within the budget.

Moved by: Councillor L. Dunstall

Seconded by: Councillor K. Wilkinson

THAT Report IS-2025-39- Sidewalk Policy Update be received for information; and,

THAT Council adopt the Sidewalk Policy, as attached to this report.

Motion Carried Unanimously

13. BY-LAWS

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Cressman

THAT By-Laws 2025-54, 2025-55, 2025-56, 2025-57, 2025-58, 2025-64 and 2025-65 as attached to this Agenda be read a first, second and third time, and finally passed in Open Council.

Motion Carried Unanimously

13.1 By-law 2025-54 Regulate Encroachments on Boulevards

13.2 By-law 2025-55 Regulate discharges to the Sewage Works and Drainage Works of the Township of Wilmot, and to provide for the protection of these systems and the Natural Environment.

13.3 By-law 2025-56 Authorize an Agreement with the Township of Wellesley for Boundary Fire Coverage

13.4 By-law 2025-57 Authorize an Agreement with 410754 Ontario Ltd. o/a Sousa Concrete for the Haysville Road Valve Chamber

13.5 By-law 2025-58 Appoint Acting Deputy-Treasurers (Jeff Willmer and Harold O'Krafka)

Delegate B. Wolfe addressed Council.

Mayor N. Salonen addressed Delegate B. Wolfe's questions.

Council asked and received a response from staff regarding the following:

- How a strong mayor budget process differentiates from a non-strong mayor budget process; and,

- Whether the budget process includes a public delegation opportunity.

13.6 By-law 2025-64 Authorize an Agreement of Purchase and Sale with Schnurr Home Builders Inc. for Former Coal Lane on Beck Street in Baden

13.7 By-law 2025-65 Deem Parts of Registered Plan 627 and 633 Not to be a Registered Plan

14. NOTICES OF MOTION

14.1 Councillor S. Martin's Notice of Motion Regarding the Expansion of the Township of Wilmot Recycling Program

Councillor S. Martin introduced their Notice of Motion.

Council asked and received a response to the following:

- Clarification on the current gaps in the Township's recycling programs;
- An overview of potential improvements that may be implemented;
- Clarification regarding the scope of the motion, specifically whether it includes the blue bin recycling program and / or the green bin program; and,
- Expectations regarding material separation responsibilities.

Moved by: Councillor S. Martin

Seconded by: Councillor H. Sidhu

WHEREAS the Township of Wilmot ("Township") 2025-2027 Strategic Action Plan Action Item 3.3 is Protecting our natural environment; and,

WHEREAS recycling helps reduce the strain on our landfills and contributes positively to environmental protection; and,

WHEREAS the Township supports household recycling through the Region of Waterloo Waste Management program; and,

WHEREAS the Township subcontracts waste and recycling services at our facilities and properties; and,

WHEREAS recycling bins are available at several, but not all, Township-owned facilities and properties.

NOW THEREFORE BE IT RESOLVED

THAT Staff report back to Council at the November Committee of the Whole Meeting concerning the cost and staff time involved in the expansion of our recycling program at Township-owned facilities and properties; and,

THAT the report includes information on the feasibility of a full recycling program across all Township properties, all Township-run events, and all events held at rented Township facilities.

Motion Carried Unanimously

15. ANNOUNCEMENTS

Mayor N. Salonen provided the following announcements:

- September 30, 2025 is National Day for Truth and Reconciliation or otherwise known as "Orange Shirt Day". The Township will be hosting a self-guided tour at the Schmidt Woods Trail, where the path has been lined with the Truth and Reconciliation Commission's 94 Calls to Action; and,
- Saturday October 4, 2025 the Wilmot Fire Department is hosting a Community Safety Day at the New Hamburg Community Centre.

Councillor S. Cressman announced:

- Thursday, October 9, 2025 at the New Dundee Community Centre there will be a budget open-house.

16. BUSINESS ARISING FROM CLOSED SESSION

Moved by: Councillor L. Dunstall

Seconded by: Councillor H. Sidhu

THAT Council directs Staff to proceed as directed.

Motion Carried Unanimously

17. CONFIRMATORY BY-LAW

Moved by: Councillor K. Wilkinson

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 Unanimously

18. ADJOURNMENT

Moved by: Councillor S. Cressman

Seconded by: Councillor L. Dunstall

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

Motion Carried Unanimously

DRAFT