



**TOWNSHIP OF WILMOT  
COUNCIL MEETING AGENDA  
MONDAY, APRIL 27, 2015**

**CLOSED COUNCIL MEETING  
WILMOT COMMUNITY ROOM  
6:30 P.M.  
REGULAR COUNCIL MEETING  
COUNCIL CHAMBERS  
7:00 P.M.**

**1. MOTION TO CONVENE INTO CLOSED SESSION**

**Recommendation**

That a Closed Meeting of Council be held on Monday, April 27, at 6:30 P.M. in accordance with Section 239 (2) (b) of the Municipal Act, 2001, for the purposes of considering the following matters:

- 2 (b) Personal matters about an identifiable individual.**

**2. MOTION TO RECONVENE IN OPEN SESSION**

**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 April 13, 2015**

**Recommendation**

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

**Council Meeting April 13, 2015.**

**7. PUBLIC MEETINGS**

**7.1 MOTION TO CONVENE INTO COURT OF REVISION FOR THE ZEHR MUNICIPAL DRAIN 2015**

**7.2 MOTION TO RECONVENE INTO OPEN SESSION OF COUNCIL**

## **8. PRESENTATIONS/DELEGATIONS**

### **8.1 REPORT NO. FIN 2015-21 2014 Annual Financial Report**

#### **Recommendation**

**THAT Report FIN 2015-21 regarding the 2014 Annual Financial Report be received for information purposes.**

**8.1.1 Peter Graham, CPA, CA  
Mike Arndt, CPA, CA  
Graham Mathew Professional Corporation  
Township of Wilmot Financial Statement, Year Ended December 31, 2014**

### **8.2 Chris Farrell, Manager, Waterloo Region Small Business Centre Update and Community/Stakeholder Consultation**

### **8.3 Kevin Thomason Costco Development within the City of Waterloo**

## **9. REPORTS**

### **9.1 CAO – no reports**

### **9.2 CLERKS**

#### **9.2.1 REPORT NO. CL 2015-11 By-law Enforcement Quarterly Activity Report January to March, 2015**

#### **Recommendation**

**THAT the Enforcement Activity Report for January 1<sup>st</sup> to March 31<sup>st</sup>, 2015 be received for information purposes.**

### **9.3 FINANCE – no additional reports**

**9.4 PUBLIC WORKS****9.4.1 REPORT NO. PW 2015-08  
King Street Reconstruction, New Hamburg  
Consulting Engineering Services****Recommendations**

**THAT GM BluePen Engineering be retained to provide consulting engineering services for the reconstruction of King Street from Waterloo Street to Webster Street in new Hamburg as per their proposal dated April 14, 2015 for the fee of \$47,425.25, net of the HST rebate.**

**9.4.2 REPORT NO. PW 2015-09  
Public Works Activity Report  
January - March****Recommendation**

**THAT the Public Works Department Activity Reports for the months of January, February and March 2015 be received for information.**

**9.5 DEVELOPMENT SERVICES****9.5.1 REPORT NO. DS 2015-16  
Official Plan Amendment Application 01/15  
Zone Change Application 02/15  
Wayne Brubacher / David and Lina Caputo  
Part of Lot 2, Concession 3, Block B  
Parts 26 and 27, Plan 58R-3682  
13-1228 Berlett's Road, Sunfish Lake****Recommendation**

**THAT Council:**

- 1. adopt Official Plan Amendment No. 7 to the Township of Wilmot Official Plan to add the subject property to the list of properties contained in Special Policy Area 2.2.5.1 permitted to have a principal dwelling;**

**and,**

- 2. approve Zone Change Application 02/15 by Wayne Brubacher / David and Lina Caputo, affecting Part of Lot 2, Concession 3, Block B and designated as Parts 26 and 27, Plan 58R-3682, to:**
  - a) permit a year round residence on the property;**
  - b) reduce the side yard setback for an existing boathouse from 2.0m to 0m to reflect its existing location;**
  - c) increase the maximum combined area of all accessory buildings from 69m<sup>2</sup> to 142m<sup>2</sup>;****and**

**increase the maximum height of the proposed detached garage from 4.5 to 9.5m.**

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

9.7 FIRE – no reports

9.8 CASTLE KILBRIDE – no reports

## 10. CORRESPONDENCE

10.1

### Recommendation

THAT Correspondence Item 10.1 be received for information.

## 11. BY-LAWS

11.1 By-law No. 2015-24 – Being a By-law To Adopt Amendment No. 7 To The Township Of Wilmot Official Plan

11.2 By-law No. 2015-25 – Zone Change Application 02/15, Wayne Brubacher / David and Lina Caputo, Part of Lot 2. Concession 3, Block B, Parts 26 and 27, Plan 58R-3682, 13-1228 Berlett's Road, Sunfish Lake

11.3 By-law No. 2015-27 – By-law to Establish Tax Levy and Rescind By-law No. 2015-022

### Recommendation

THAT By-law Nos. 2015-24, 2015-25 and 2015-27 be read a first, second and third time and finally passed in Open Council.

## 12. NOTICE OF MOTIONS

## 13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS

## 14. BUSINESS ARISING FROM CLOSED SESSION

## 15. CONFIRMATORY BY-LAW

15.1 By-law No. 2015-28

### Recommendation

THAT By-law No. 2015-28 to Confirm the Proceedings of Council at its Meeting held on April 27, 2015 be introduced, read a first, second, and third time and finally passed in Open Council.

## 16. ADJOURNMENT

### Recommendation

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



**TOWNSHIP OF WILMOT  
COUNCIL MEETING MINUTES  
MONDAY, APRIL 13, 2015**

**REGULAR COUNCIL MEETING  
COUNCIL CHAMBERS  
7:00 P.M.**

**Members Present:** Mayor L. Armstrong, Councillors A. Junker, P. Roe, B. Fisher, J. Gerber, M. Murray

**Staff Present:** Chief Administration Officer G. Whittington, Director of Clerk's Services B. McLeod, Deputy Clerk D. Mittelholtz, Director of Public Works G. Charbonneau, Director of Facilities and Recreation Services S. Nancekivell, Director of Development Services H. O'Krafka, Fire Chief M. Raine, Director of Finance R. Tse, Curator/Director of Castle Kilbride T. Loch, Planner/EDO A. Martin, Manager of Accounting P. Kelly

**1. MOTION TO CONVENE INTO CLOSED SESSION**

**2. MOTION TO RECONVENE IN OPEN SESSION**

**3. MOMENT OF SILENCE**

**4. ADDITIONS TO THE AGENDA**

**Resolution No. 2015-069**

**Moved by: J. Gerber**

**Seconded by: A. Junker**

**THAT Council will hear the delegation, Kevin Thomason, during Questions/New Business/Announcements.**

**CARRIED.**

Kevin Thomason requested that he be allowed to address Council concerning the Costco planning application occurring in the City of Waterloo and his opinions on the potential effects on the Township of Wilmot. Council discussed the deviation from the Procedural By-law by the delegation and the fact that the Ontario Municipal Board hearing was not to make a decision concerning the planning application from Costco.

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

## **6. MINUTES OF PREVIOUS MEETINGS**

### **6.1 Council Meeting Minutes March 30, 2015**

#### **Resolution No. 2015-070**

**Moved by: M. Murray**

**Seconded by: B. Fisher**

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

**Council Meeting March 30, 2015.**

## **7. PUBLIC MEETINGS**

### **7.1 REPORT NO. DS 2015-14 Zone Change Application 07/15 Craig McNally Lot 130 and Part of Lot 129, Plan 627 Parts 2 and 3, Plan 58R-4327 55 Snyder's Road West, Baden**

#### **Resolution No. 2015-071**

**Moved by: P. Roe**

**Seconded by: M. Murray**

**THAT report DS 2015-14 be received for information.**

**CARRIED.**

Mayor Armstrong declared the public meeting open and stated that Council would hear all interested parties who wished to speak. He indicated that if the decision of Council is appealed to the Ontario Municipal Board, the Board has the power to dismiss an appeal if individuals do not speak at the public meeting or make written submissions before the by-law is passed.

Mayor Armstrong stated that persons attending as delegations at this meeting are required to leave their names and addresses which will become part of the public record and advised that this information may be posted on the Township's official website.

The Planner/EDO highlighted the report.

Mayor L. Armstrong asked if there were questions of a technical nature from Council. There were none.

Mayor Armstrong asked if the applicant wished to address Council. The applicant did not address Council.

Mayor L. Armstrong asked twice if anyone else wished to address Council, and in the absence of any comments, declared the public meeting to be closed.

## **8. PRESENTATIONS/DELEGATIONS**

**9. REPORTS****9.1 CAO – no reports****9.2 CLERKS****9.2.1 REPORT NO. CL 2015-10  
Temporary Road Designation Request  
Seyler Street, New Hamburg****Resolution No. 2015-072****Moved by: M. Murray****Seconded by: A. Junker**

**THAT Council designate Seyler Street (from Peel Street to Jacob Street) as one way eastbound from 7:00 am on May 1, 2015 to 9:00 am on May 4, 2015;**

**AND FURTHER, THAT the north side of Seyler Street between Peel Street and Jacob Street be closed from 7:00 am on May 1, 2015 to 9:00 am on May 4, 2015.**

**CARRIED.**

The Deputy Clerk highlighted the report.

**9.3 FINANCE****9.3.1 REPORT NO. FIN 2015-18  
2015 Final Tax Levy By-law****Resolution No. 2015-073****Moved by: M. Murray****Seconded by: B. Fisher**

**THAT report FIN 2015-18, prepared by the Director of Finance, regarding the 2015 Final Tax Levy By-law be received.**

**CARRIED.**

The Director of Finance highlighted the report.

**9.3.2 REPORT NO. FIN 2015-19  
Statement of Operations as of March 31, 2015 (un-audited)****Resolution No. 2015-074****Moved by: P. Roe****Seconded by: A. Junker**

**THAT the Statement of Operations as of March 31, 2015, as prepared by the Manager of Accounting, be received for information purposes.**

**CARRIED.**

The Manager of Accounting highlighted the report.

**9.4 PUBLIC WORKS – no reports****9.5 DEVELOPMENT SERVICES****9.5.1 REPORT NO. DS 2015-15  
March Building Statistics Summary****Resolution No. 2015-075****Moved by: M. Murray****Seconded by: A. Junker****THAT the March 2015 Building Statistics Summary be received for information.****CARRIED.****9.6 FACILITIES AND RECREATION SERVICES****9.6.1 REPORT NO. PRD 2015-03  
Facilities & Recreation Services Quarterly Activity Reports****Resolution No. 2015-076****Moved by: B. Fisher****Seconded by: P. Roe****THAT the Facilities & Recreation Services Activity Reports for the first quarter of 2015 be received for information.****CARRIED.**

Councillor P. Roe commended the Aquatics staff for their great work and for the increase in attendance.

**9.7 FIRE****9.7.1 REPORT NO. FD 2015-06  
Quarterly Activity Report****Resolution No. 2015-077****Moved by: A. Junker****Seconded by: M. Murray****THAT the Fire Department Activity Report for the first quarter of 2015 be received for information purposes.****CARRIED.****9.7.2 REPORT NO. FD 2015-05  
Fire Department Re-Branding with New Image****Resolution No. 2015-078****Moved by: M. Murray****Seconded by: A. Junker**



**THAT Report FD 2015-05, prepared by the Fire Chief, regarding the Wilmot Fire Department re-branding be received for information purposes.**

**CARRIED.**

The Fire Chief highlighted the report.

Mayor L. Armstrong and Councillor B. Fisher both commented that they like the logo design.

Mayor L. Armstrong responded to Councillor P. Roe's inquiry into the use of FR to represent Fire and Rescue by stating that FD is representative of the Wilmot Fire Department which is the correct title.

## **9.8 CASTLE KILBRIDE**

### **9.8.1 REPORT NO. CK 2015-03 Quarterly Activity Report – January, February & March 2015**

#### **Resolution No. 2015-079**

**Moved by: P. Roe**

**Seconded by: A. Junker**

**THAT the Castle Kilbride Activity Report for the months of January, February & March be accepted for information purposes.**

**CARRIED.**

The Curator/Director of Castle Kilbride highlighted the report.

## **10. CORRESPONDENCE**

### **10.1 Heritage Wilmot Advisory Committee – Committee Meeting Minutes, February 4 and March 4, 2015**

#### **Resolution No. 2015-080**

**Moved by: A. Junker**

**Seconded by: M. Murray**

**THAT Correspondence Item 10.1 be received for information.**

**CARRIED.**

## **11. BY-LAWS**

### **11.1 By-law No. 2015-22 – By-Law To Establish the 2015 Final Tax Levy, the 2015 Rates of Taxation and to Provide for the Payment of Taxes by Instalments**

#### **Resolution No. 2015-081**

**Moved by: M. Murray**

**Seconded by: A. Junker**

**THAT By-law No. 2015-22 be read a first, second and third time and finally passed in Open Council.**

**CARRIED.**

## 12. NOTICE OF MOTIONS

## 13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS

- 13.1 Mayor L. Armstrong announced that the trial Grand River Transit project in Wilmot has been approved for funding from the Community Transportation Pilot Grant Program with the Province of Ontario. He further advised Council that the trial will incorporate a flex route which will allow the bus to deviate from its route to accommodate passengers.

In response to Councillor A. Junker, Mayor L. Armstrong stated that the timeline has not been established yet as the various stakeholders need to meet to discuss the project further.

Councillor P. Roe noted the original proposed routes ran directly along Snyder's Road onto Ira Needles Boulevard. He suggested that consideration be given to including St. Agatha to include more residents.

Mayor L. Armstrong added that all stake holders will be consulted but that not all communities can be included along the route.

- 13.2 Councillor A. Junker advised Council of the Living Well Festival occurring on April 24 and 25 at the Wilmot Recreation Complex. Activities will include roller skating, a coffee house, silent auction and lunch being served by Council. There will also be a trade show of local businesses geared towards healthy living.

- 13.3 Kevin Thomason provided Council with his opinions on the Costco development at the west side of the City of Waterloo. His concerns evolved around the increase in traffic to the area and the potential impact on roads in Wilmot. He cited traffic studies which showed an increase of traffic for the area in the City of Waterloo where the development will occur, City of Waterloo Council decision for a holding zone on the planning application and an Ontario Municipal Board hearing occurring on April 15, 2015 as items for concern. He expressed his belief that the development will increase traffic into the Environmentally Sensitive Landscape area where he lives. He postulated that emergency response times would increase due to the potential traffic increase in Wilmot, that the traffic in St. Agatha will increase and that no businesses in Wilmot will benefit from the Costco development. He concluded his presentation by circulating a handout with recommendations and by stating his concern that the Township of Wilmot has had no consultation on the matter or that Wilmot will not be represented at the Ontario Municipal Board hearing. The handouts from Mr. Thomason's presentation are attached as Appendix A.

The Director of Public Works confirmed for Mayor L. Armstrong that he is on the project teams for all the studies relative to traffic in this regard and that he has attended various meetings on the matter including the recent PIC. Councillors P. Roe and A. Junker confirmed their attendance at the PIC as well.

Councillor P. Roe advised the delegation that responses could have been given to his inquiries and recommendations on this matter had the delegation registered beforehand and that the topic could be added to the April 27, 2015 Agenda. Mr. Thomason confirmed his request to be a delegation at the next Council meeting.

## 14. BUSINESS ARISING FROM CLOSED SESSION

**15. CONFIRMATORY BY-LAW**

**15.1 By-law No. 2015-23**

**Resolution No. 2015-082**

**Moved by: M. Murray**

**Seconded by: B. Fisher**

**THAT By-law No. 2015-23 to Confirm the Proceedings of Council at its Meeting held on April 13, 2015 be introduced, read a first, second, and third time and finally passed in Open Council.**

**CARRIED.**

**16. ADJOURNMENT (7:44 P.M.)**

**Resolution No. 2015-083**

**Moved by: P. Roe**

**Seconded by: M. Murray**

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

**CARRIED.**

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**Mayor**

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**Clerk**

Presentation to Wilmot Township Council  
April 13, 2015  
Waterloo Westside Costco Holding Provision

**List of Action Items and Contingency Planning**

**1) Traffic Monitoring** - We can immediately start to better monitor area traffic in far more detail – perhaps even monthly or quarterly traffic measurements on local area roadways to help us better understand the current situation and changes over time, so if we do face traffic issues from Costco we at least have good data, a solid understanding of the area, how things are changing, and being impacted.

**2) Contingency Planning** – We can begin now to develop contingency plans should traffic start to exceed certain thresholds on area roadways. These contingencies could include plans for traffic calming, to prevent right or left turns onto certain roads, to make some roads one way, road diets, road closures, new roads, or other strategies commonly found in areas facing serious traffic issues.

We have at least four months perhaps as much as a year until Costco will be constructed and open. Good contingency planning now and having well developed plans in advance can prevent trying to come up with answers on-the-fly should issues arise once Costco is open.

**3) EMS Planning** – Emergency services can begin right now to develop contingency plans and solutions for traffic congestion and increased response times.

**4) Landfill Issues** – Wilmot Township can work with the Region of Waterloo to ensure the Landfill is adequately prepared and has contingency plans already developed and in place for the times like right now in the Spring when traffic into the dump regularly backs up out onto Erb's Road, causing long cues that would bring the planned roundabouts to a standstill.

**5) Area Businesses and Farms** – the Township can immediately begin to assess the potential impact on St. Agatha, local farms, and area businesses such as Herrle's to determine any possible solutions.

**6) Maintenance Agreements** – We can start dialog with neighbouring municipalities on better cost sharing agreements for the impacts of their traffic on

our roads and ensure that our taxes aren't being raised to pay for their poor planning and urban traffic.

**7) Studies and Planning** – Wilmot needs to ensure that both Township Staff and Councillors are actively involved in the three studies currently underway. This would include getting seats on the Waterloo Westside Multimodal Traffic Analysis, more presence and involvement on the Erb Street EA, and continuing the good work the Township has been doing on the ESL Roads Study.

As well, there needs to be a common member between these three studies that are currently being done in isolation by different project teams. By having some common membership it will help to ensure the studies are better co-ordinated, there are no gaps, and hopefully there will be more complete, successful solutions.

**8) Community Involvement** – the addition of a community member – Wilmot resident Dr. Diane Ensing on the ESL Roads Study has been extremely helpful for community to be informed and involved, and has brought considerable local knowledge to the study team. Placing a community citizen on the Erb Street EA and the Westside Multi-modal Traffic Analysis could have similar benefits with little downside.

**9) Long Term Visioning** – We can start to develop long-term visions for this area. What is Wilmot's long-term vision for the Wilmot Line? What level of traffic do you consider acceptable on this road? How many lanes do you envision making it in the future?

Also, what is the vision for the Laurel Creek Headwaters ESL? Is there any part of our township where nature has a higher priority than the automobile?

**10) Ensuring Better Long-Term Solutions and Infrastructure** – Regardless of the immediate impact of this Costco, unanimously all traffic studies forecast serious future traffic issues on the Westside of Waterloo – to the point where by 2030 – just 15 years from now, traffic levels are actually predicted to drop because travel times have become so dismal that people abandon their automobiles.

Using transit might be an option for many city dwellers, however it is going to be a long long time before the LRT ever reaches Sunfish Lake, or most parts of Wilmot Township.

We need to speak up for better planning now. We need to be a part of developing better long-term infrastructure plans for Waterloo Region and area municipalities.

If the urban areas have better capacity and solutions to handle their own traffic it won't flood or be forced out into rural areas. I have developed some rough concepts for ten new Regional and municipal roads on the Westside of Waterloo that would provide choice, capacity, and more options for drivers. These potential roads would better allow drivers to go where they want to go and not have to make long detours into the countryside or force shortcuts through neighbourhoods and our environmentally sensitive areas.

Building some additional roads is not rocket science and ironically various levels of government already own most of the required lands. Area developers who I have spoke with are even willing to cover the costs of some of these potential roads.

However, I am told that it is impossible because these roads and the level of traffic forecast for the area was never fathomed ten and fifteen years ago when Master Transportation Plans, Official Plans and District Plans were developed.

Also, included on this map is active multi-use trails to encourage walking and cycling, possible transit infrastructure such as a West Waterloo GO Train Station, and an East-West LRT route.

I believe that we need to ensure these alternative roads and transit be investigated, get written into plans and become reality be it the simple extensions of University Avenue or Westvale Ave, new internal collector roads, a new Regional Road alongside the Landfill providing an alternative to Ira Needles Blvd, or new compelling transit options.





Map Courtesy of Google Maps 2014

## Waterloo Westside Roads

- - Costco Location
- - Proposed GO Train Station
- - Possible LRT Stations
- - Existing Road (no change)
- - Upgraded Road (already planned)
- - Proposed New Road/Upgrade
- - - - Proposed New Multi-use Trail
- - - - Possible Future LRT Route - Phase 3

Kevin Thomason  
April 9, 2015



Map © 2015, City of Waterloo

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THIS IS NOT A PLAN OF SURVEY



Subject Property



Scale N.T.S.  
 (S.A. 1:1) Feb. 26, 2015

DRAWN BY: Integrated Planning and Public Works  
 City of Waterloo

**Study Area**





## ***Township of Wilmot REPORT***

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<b>REPORT NO.</b>	<b>FIN 2015-21</b>
<b>TO:</b>	<b>Council</b>
<b>PREPARED BY:</b>	<b>Rosita Tse, Director of Finance</b>
<b>DATE:</b>	<b>April 27, 2015</b>
<b>SUBJECT:</b>	<b>2014 Annual Financial Report</b>

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### **Recommendation:**

**That Report FIN 2015-21 regarding the 2014 Annual Financial Report be received for information purposes.**

### **Background:**

In accordance to the Municipal Act 2001, Section 296 Section 5, the auditor of a municipality shall report to the council of the municipality the audited financial report at the conclusion of the annual audit.

Municipalities are also required to submit a copy of the Financial Information Return (FIR) together with the audited financial statements to the Ministry of Municipal Affairs and Housing by May 31, 2015. A copy of the 2014 FIR was submitted to the Ministry of Municipal Affairs and Housing on April 15, 2015. The timely submission of the FIR will ensure that the Township will continue to receive Ontario Municipal Partnership Funding (OMPF) from the Ministry of Finance.

### **Discussion:**

Graham Mathew Professional Corporation LLP was retained by the Township to prepare audited financial statements. The interim audit occurred in November 2014, and the year end audit was completed in March 2015.

Attached to this report is the 2014 audited financial report for the Township of Wilmot, dated April 27, 2015 for information purposes.

Mr. Peter Graham, CPA, CA and Mr. Mike Arndt, CPA, CA of Graham Mathew Professional Corporation will be in attendance to highlight the report.

**Strategic Plan Conformity:**

This report is aligned with the Strategic Plan goal of being an engaged community through communication of municipal matters. The public disclosure of financial information to Council and the community adheres to the requirements of the Municipal Act, and the Township's Policy on Accountability and Transparency.

**Financial Considerations:**

Submission of the audited financial statements and FIR to the Ministry of Municipal Affairs and Housing will ensure the continuation of OMPF grant funding for 2015. This funding source of \$1,069,700 is essential for the Township to maintain the operating requirements outlined within the 2015 budget.

**Conclusion:**

Upon Council approval, a copy of the 2014 Audited Financial Statements will be posted to the Township website.



Rosita Tse, Director of Finance

  
Reviewed by CAO

Financial Statements of

**THE CORPORATION OF THE  
TOWNSHIP OF WILMOT**

Year ended December 31, 2014

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

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**THE CORPORATION OF THE TOWNSHIP OF WILMOT**  
**SIX-YEAR FINANCIAL REVIEW (UNAUDITED)**

(All dollar amounts are in (000's) of dollars, except per capita figures)

	2014	2013	2012	2011	2010	2009
<b>POPULATION</b> at the end of the year	20,828	20,541	20,286	20,035	19,621	19,151
<b>AREA</b> in acres at the end of the year	65,767	65,767	65,767	65,767	65,767	65,767
<b>EMPLOYEES</b> - continuous full time	60	60	56	54	55	55
<b>NUMBER</b> of households	7,714	7,604	7,500	7,420	7,267	7,093
<b>ASSESSMENT</b> - Taxable assessment upon which the year's rates of taxation were set						
Residential, multi-residential and farm	2,674,206	2,528,385	2,358,972	2,180,301	1,991,036	1,841,855
Commercial - all classes	111,762	107,291	105,698	99,027	93,815	85,959
Industrial - all classes	41,292	40,314	38,149	35,192	33,571	30,309
Pipeline & Managed Forests	11,451	11,014	10,552	9,919	9,449	8,721
Total	<u>2,838,711</u>	<u>2,687,004</u>	<u>2,513,371</u>	<u>2,324,439</u>	<u>2,127,871</u>	<u>1,966,844</u>
Per capita	\$136,293	\$130,812	\$123,897	\$116,019	\$108,449	\$102,702
Commercial and industrial, as a percentage of taxable assessment	5%	5%	6%	6%	6%	6%
Exempt assessment	\$ 99,241	\$ 93,708	\$ 91,226	\$ 84,746	\$ 78,035	\$63,940
<b>TAX ARREARS</b> -per capita	\$69.90	\$57.40	\$70.20	\$72.60	\$71.80	\$65.10
- percentage of current levy	4.84%	4.16%	5.24%	5.54%	5.54%	5.08%
<b>EXPENDITURE</b> -general municipal purposes	\$ 17,007	\$ 16,102	\$ 15,396	\$ 14,932	\$ 14,236	\$12,235
<b>TRANSFERS TO THE REGION</b>	\$ 16,485	\$ 15,016	\$ 14,584	\$ 13,697	\$ 13,347	\$12,655
<b>TRANSFERS TO THE SCHOOL BOARDS</b>	\$ 7,502	\$ 7,424	\$ 7,352	\$ 7,139	\$ 7,146	\$7,006
<b>REVENUE FOR GENERAL MUNICIPAL SERVICES</b>						
Taxation	\$ 6,950	\$ 6,726	\$ 6,564	\$ 6,217	\$ 5,968	\$5,717
Payment in lieu of taxes	153	157	161	165	166	166
Government grants	2,220	1,706	3,235	6,660	2,537	1,643
Fees and service charges	4,086	3,908	4,026	3,765	2,992	3,099
Equity income from Kitchener Power Corporation	823	642	710	702	484	(584)
Other	1,350	1,690	1,213	1,618	1,062	1,461
Total	<u>\$ 15,582</u>	<u>\$ 14,829</u>	<u>\$ 15,908</u>	<u>\$ 19,127</u>	<u>\$ 13,209</u>	<u>\$11,502</u>

*THE CORPORATION OF THE TOWNSHIP OF WILMOT*  
**SIX-YEAR FINANCIAL REVIEW (UNAUDITED)**  
 (All dollar amounts are in (000's) of dollars, except per capita figures)

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	2014	2013	2012	2011	2010	2009
<b>NET LONG TERM LIABILITIES</b>						
General municipal activities	\$0	\$60	\$739	\$1,005	\$1,266	\$1,524
- per capita	\$0	\$3	\$36	\$50	\$65	\$80
- percentage of taxable assessment	0.00%	0.00%	0.03%	0.05%	0.06%	0.08%
- Municipal enterprises	Nil	Nil	Nil	Nil	Nil	Nil
<b>CHARGES FOR NET LONG TERM LIABILITIES</b>						
General municipal activities	\$60	\$269	\$266	\$261	\$258	\$255
-per capita	\$3	\$13	\$13	\$13	\$13	\$13
-as a tax rate	\$0.021	\$0.100	\$0.106	\$0.112	\$0.121	0.130
<b>ACCUMULATED SURPLUS</b>						
- OPERATING FUND	\$1,175	\$1,515	\$859	\$251	(\$1,090)	\$1,954
- TANGIBLE CAPITAL ASSETS	\$101,630	\$104,288	\$107,228	\$108,252	\$103,126	\$98,711
- RESERVES AND RESERVE FUNDS	\$6,110	\$5,103	\$4,449	\$2,552	\$5,270	\$5,940
- KITCHENER POWER CORPORATION	\$15,963	\$15,398	\$15,041	\$14,614	\$14,168	\$13,683
<b>DEFERRED REVENUES</b>	\$3,320	\$2,806	\$2,037	\$2,051	\$2,334	\$2,360



## **Management Responsibility for Financial Reporting**

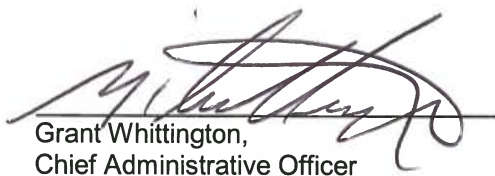
For the Year ended December 31, 2014


The accompanying Financial Statements and all other information contained in this Annual Report are the responsibility of the management of The Corporation of the Township of Wilmot. The preparation of periodic financial statements involves the use of estimates and approximations because the precise determination of financial information frequently depends on future events. These Financial Statements have been prepared by management within the reasonable limits of materiality and within the framework of Canadian generally accepted accounting principles for governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

In carrying out its responsibilities, management maintains appropriate systems of internal and administrative controls designed to provide reasonable assurance that transactions are executed in accordance with proper authorization, that assets are properly accounted for and safeguarded, and that financial information produced is relevant and reliable.

Prior to their submission to Council, the Financial Statements are reviewed and approved by management. In addition, management meets periodically with the Township's external auditors to approve the scope and timing of their respective audits, to review their findings and to satisfy itself that their responsibilities have been properly discharged.

Graham Mathew Professional Corporation, Chartered Accountants, as the Township's appointed external auditors have audited the Financial Statements. The external auditors have full and free access to management and Council. The Independent Auditors' Report is dated April 27, 2015 and appears on the following page. Their opinion is based upon an examination conducted in accordance with Canadian generally accepted auditing standards, performing such tests and other procedures as they consider necessary to obtain reasonable assurance that the Financial Statements are free of material misstatements and present fairly the financial position and results of the operations of the Township in accordance with Canadian public sector accounting standards.

  
Grant Whittington,  
Chief Administrative Officer

  
Rosita Tse, B.Comm CPA, CMA  
Director of Finance /Treasurer

## INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers of  
**The Corporation of the Township of Wilmot**

We have audited the accompanying financial statements of **The Corporation of the Township of Wilmot**, which comprise the statement of financial position as at December 31, 2014, and the statements of operations and accumulated surplus, change in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of **The Corporation of the Township of Wilmot** as at December 31, 2014, and the results of its operations, change in its net financial position and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.



Cambridge, Ontario  
April 27, 2015

CHARTERED ACCOUNTANTS, authorized to practise public  
accounting by the Chartered Professional Accountants of Ontario



# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Statement of Financial Position

December 31, 2014

	2014	2013
<b>Financial Assets</b>		
Cash	\$ 8,483,394	\$ 8,037,663
Taxes receivable	1,455,110	1,178,701
Accounts receivable	1,567,534	1,416,951
Investment in Kitchener Power Corp. (note 6)	15,962,987	15,398,273
	27,469,025	26,031,588
<b>Liabilities</b>		
Accounts payable and accrued liabilities	1,157,047	1,493,925
Deferred revenue	1,459,521	1,189,719
Deferred revenue - obligatory reserve funds (note 8)	1,860,610	1,616,057
Net long-term liabilities (note 9)		60,206
	4,477,178	4,359,907
<b>Net Financial Assets</b>	<b>\$ 22,991,847</b>	<b>\$ 21,671,681</b>
<b>Non-Financial Assets</b>		
Tangible capital assets (note 7)	101,630,141	104,287,740
Inventories and supplies	135,406	180,498
Prepaid expenses	121,132	163,822
	101,886,679	104,632,060
<b>Accumulated Surplus</b> (note 12)	<b>\$ 124,878,526</b>	<b>\$ 126,303,741</b>

See accompanying notes to financial statements.

Approved on behalf of Council

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# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Statement of Operations and Accumulated Surplus

Year ended December 31, 2014

	2014	2013
<b>Revenues</b>		
Taxation	\$ 6,950,046	\$ 6,725,716
Taxation from other governments	152,913	157,066
User fees and charges	4,085,690	3,907,766
Government transfer		
Canada	4,912	23,342
Ontario	1,176,144	1,092,459
Investment income	438,107	449,457
Interest and penalties on taxes	281,318	270,866
Other	25,010	72,246
	<b>13,114,140</b>	<b>12,698,918</b>
<b>Expenses</b>		
General Government	2,314,867	2,406,119
Protection to persons and property	2,001,418	1,884,502
Transportation services	4,830,160	4,698,065
Environmental services	1,755,563	2,068,212
Health services	43,114	42,857
Recreation and cultural services	5,779,279	4,737,880
Planning and development	282,465	264,864
	<b>17,006,866</b>	<b>16,102,499</b>
<b>Net expenses before other income (expense)</b>	<b>(3,892,726)</b>	<b>(3,403,581)</b>
<b>Other income (expense)</b>		
Grants and transfers related to capital		
Deferred revenue earned- capital	464,638	343,972
Grants and transfers - Canada	556,610	524,450
Grants and transfers - Ontario	482,635	65,782
Loss on disposal of tangible capital assets	(31,395)	(5,688)
Change in equity in Kitchener Power Corp.	822,714	641,790
Donations	114,469	104,071
Sinking fund investment income		409,445
Interest earned on reserve funds	57,840	45,989
	<b>2,467,511</b>	<b>2,129,811</b>
<b>Annual Deficit</b>	<b>(1,425,215)</b>	<b>(1,273,770)</b>
<b>Accumulated Surplus, beginning of the year</b>	<b>126,303,741</b>	<b>127,577,511</b>
<b>Accumulated Surplus, end of the year</b>	<b>\$ 124,878,526</b>	<b>\$ 126,303,741</b>

See accompanying notes to financial statements.

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Statement of Change in Net Financial Assets

Year ended December 31, 2014

	2014	2013
<b>Annual Deficit</b>	\$ (1,425,215)	\$ (1,273,770)
Amortization of tangible capital assets	4,723,796	4,762,344
Acquisition of tangible capital assets	(2,097,592)	(1,828,145)
Loss on disposal of tangible capital assets	31,395	5,688
Change in inventories and supplies	45,092	(12,827)
Change in prepaid expenses	42,690	(124,687)
<b>Increase In Net Financial Assets</b>	1,320,166	1,528,603
<b>Net Financial Assets, beginning of year</b>	21,671,681	20,143,078
<b>Net Financial Assets, end of year</b>	\$ 22,991,847	\$ 21,671,681

See accompanying notes to financial statements.

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Statement of Cash Flows

Year ended December 31, 2014

	2014	2013
<b>Operating activities</b>		
Annual Deficit	\$ (1,425,215)	\$ (1,273,770)
Sources (uses)		
Taxes receivable	(276,409)	245,916
Accounts receivable	(150,583)	(128,869)
Accounts payable and accrued liabilities	(336,878)	(315,100)
Deferred revenue	514,355	769,002
Inventories and supplies	45,092	(12,827)
Prepaid expenses	42,690	(124,687)
	(1,586,948)	(840,335)
Non-cash changes to operations		
Amortization	4,723,796	4,762,344
Loss on sale of tangible capital assets	31,395	5,688
	3,168,243	3,927,697
<b>Capital activities</b>		
Acquisition of tangible capital assets	(2,097,592)	(1,828,145)
<b>Investing activities</b>		
Net increase in investments	(564,714)	(357,140)
<b>Financing activities</b>		
Debt repayment	(60,206)	(678,658)
<b>Net increase in cash</b>	445,731	1,063,754
<b>Cash, beginning of year</b>	8,037,663	6,973,909
<b>Cash, end of year</b>	\$ 8,483,394	\$ 8,037,663

See accompanying notes to financial statements.

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements

Year ended December 31, 2014

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### 1. Municipal Status

The Corporation of The Township of Wilmot was created on January 1, 1973 when the municipalities of Wilmot and New Hamburg were amalgamated into a single legal entity under the Wilmot name. The Township operates as a lower tier government in the Province of Ontario, Canada. Wilmot provides municipal services such as fire protection, public works, water/sanitary distribution, urban/rural planning, recreation and cultural services, and other general government services. The Township owns 7.75% of Kitchener Power Corporation and its affiliates.

### 2. Summary of Significant Accounting policies:

The financial statements of the Municipality are the representation of management, prepared in accordance with local government accounting standards established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada.

The following is a summary of the significant accounting policies followed in the preparation of these financial statements:

#### (a) Basis of Presentation:

##### (i) Financial Statements:

These statements reflect the financial assets, liabilities, operating revenues and expenses, reserve funds and reserves, changes in investment in tangible capital assets and cash flows and include the activities of all governmental functions controlled and exercised by the Township Council.

All interfund transfers have been eliminated.

##### (ii) Government Business Enterprises:

The government business enterprise, Kitchener Power Corp., is accounted for on the modified equity basis which reflects the Township's investment in the enterprise and its share of net income (loss) since acquisition. Under the modified equity basis, the enterprise's accounting principles are not adjusted to conform to those of the Township, and inter-organizational transactions and balances are not eliminated.

##### (iii) Accounting for Region and School Board Transactions:

The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the School Boards and the Regional Municipality of Waterloo, are not reflected in these financial statements.

##### (iv) Trust Funds:

Trust funds and their related operations administered by the Municipality are not consolidated herein but are reported separately on the "Trust Funds Statement of Financial Position and Statement of Continuity" (see also Note 4).

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements, continued

Year ended December 31, 2014

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### 2. Summary of Significant Accounting policies (continued):

#### (b) Non-financial Assets

Non-financial assets are not normally available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess revenues over expenses, provides the change in net financial assets for the year.

#### (i) Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as follows:

Land	not amortized
Land Improvements	15 years
Buildings and Bridges	40-60 years
Machinery and Equipment	10 years
Technological Equipment	5 years
Vehicles	10 years
Roads (tar & chip, gravel, paved)	15-40 years
Water and Wastewater	60 years

Assets under construction are not amortized until the asset is available for productive use.

#### (ii) Contributions of Tangible Capital Assets (Donated)

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

#### (iii) Interest Capitalization

The Township does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

#### (iv) Works of art and cultural and historic assets

These assets are not recorded in these financial statements.

#### (v) Inventories and Prepaid Expenses

Inventories held for consumption are recorded at the lower of cost and replacement cost.

Prepaid expenses relate to expenditures incurred in the current period which relate to and will be expensed in a future fiscal period.

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements, continued

Year ended December 31, 2014

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### 2. Summary of Significant Accounting policies (continued):

#### (c) Investments

Investments consist of term deposits and are recorded at cost. Investment income is reported as revenue in the period earned. Investment income earned on obligatory reserve funds is considered deferred until the funds are applied.

#### (d) Revenue Recognition

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

Government transfers are recognized as revenues when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs, in the completion of specific work or the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible assets are acquired.

Tax revenue is recognized when it is authorized and in the period for which the tax is levied.

#### (e) Use of estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. These estimates and assumptions, including taxation assessment appeals, legal claims provisions, the valuation of tangible capital assets and their related useful lives and amortization, are based on management's best information and judgment and may differ significantly from future actual results.

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements, continued

Year ended December 31, 2014

### 3. Operations of School Boards and the Region of Waterloo:

Further to note 2(a)(iii), the taxation, other revenues, and requisitions for the School Boards and the Region of Waterloo are comprised of the following:

	School Boards	Region
Taxation and user charges	\$ 7,395,602	\$ 16,381,786
Share of payments in lieu of taxes	106,201	103,674
Payment	\$ 7,501,803	\$ 16,485,460
Overlevies (underlevies) end of year	\$ nil	\$ nil

### 4. Trust Funds:

Further to note 2(a)(iv), trust fund assets administered by the Township amounting to \$481,193 (2013 - \$469,750) have not been included in the Statement of Financial Position nor have their operations been included in the Statement of Operations and Accumulated Surplus.

### 5. Ontario Municipal Employees' Retirement Fund:

The Township makes contributions on behalf of its staff to the Ontario Municipal Employees' Retirement Fund (OMERS), which is a multi-employer plan. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service, age and rates of pay.

Employee contributions in 2014 were at rates ranging from 9.0% to 14.6% based on member earnings and were matched by the Township on a dollar for dollar basis. The amount contributed to OMERS by the Township for 2014 was \$400,639 (2013 - \$402,105) for current service and is included as an expense on the statement of operations and accumulated surplus. Deficits, if any, in the plan will be financed by increases in future employee and employer contributions. There were no changes to contribution rates or benefits for 2014.

The Township does not participate in any past service provisions of the OMERS agreement.

### 6. Investment in Kitchener Power Corp.:

Under the provincial government's Electricity Competition Act (Bill 35), Kitchener Power Corp., a holding company, along with its wholly-owned affiliates, Kitchener-Wilmot Hydro Inc., and Kitchener Energy Services Inc. was incorporated on July 1, 2004.

The Township holds 7.75% of the common shares of Kitchener Power Corp. and a 7.75% share in long-term notes payable by subsidiaries and investees of Kitchener Power Corp.



# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements, continued

Year ended December 31, 2014

### 6. Investment in Kitchener Power Corp. (continued):

The investment in Kitchener Power Corp. consists of the following elements:

	2014	2013
Kitchener Power Corp. common shares, initial valuation	\$ 5,113,962	\$ 5,113,962
Kitchener-Wilmot Hydro Inc. long-term notes receivable	5,964,566	5,964,566
	11,078,528	11,078,528
Accumulated equity increase, beginning of year	4,319,745	3,962,605
	15,398,273	15,041,133
Share of net income for year	822,714	641,790
Dividends received in year	(258,000)	(284,650)
Cost of investment	\$ 15,962,987	\$ 15,398,273

The Kitchener-Wilmot Hydro Inc. notes bear interest at the annual rate of 6.0%, and are unsecured.

The following table provides condensed financial information in respect of Kitchener Power Corp.:

	2014	2013
	(in thousands)	(in thousands)
Current assets	\$ 71,350	\$ 77,749
Long-term assets	199,219	188,757
Total assets	\$ 270,569	\$ 266,506
Current liabilities	41,260	43,653
Long-term liabilities	100,297	101,128
Total liabilities	141,557	144,781
Net assets	\$ 129,012	\$ 121,725

	2014	2013
	(in thousands)	(in thousands)
Results of operations:		
Revenues	\$ 236,919	\$ 228,896
Operating expenses	(226,303)	(220,615)
Net income	\$ 10,616	\$ 8,281
<b>Township's share of net income - 7.75%</b>	<b>\$ 823</b>	<b>\$ 642</b>

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements, continued

Year ended December 31, 2014

### 7. Tangible Capital Assets

	<b>Cost</b>	<b>Accumulated Amortization</b>	<b>Net Book Value 2014</b>	<b>Net Book Value 2013</b>
Land	\$ 10,320,181	\$	\$ 10,320,181	\$ 10,320,181
Land Improvements	3,247,091	1,441,410	1,805,681	1,871,487
Buildings	33,572,250	7,987,166	25,585,084	26,052,340
Machinery & Equipment	2,378,234	1,598,993	779,241	686,246
Vehicles	5,513,432	3,821,456	1,691,976	1,743,305
Infrastructure	116,630,626	55,506,275	61,124,351	62,608,319
	171,661,814	70,355,300	101,306,514	103,281,878
Assets under Construction	323,627		323,627	1,005,862
<b>Total</b>	<b>\$171,985,441</b>	<b>\$ 70,355,300</b>	<b>\$ 101,630,141</b>	<b>\$ 104,287,740</b>

During the year, there was no land contributed to the Township by subdividers (\$nil in 2013). Donated land is capitalized at its fair market value at the time of receipt and included in income as "donated tangible capital assets".

Amortization expense for the year amounts to \$4,723,796 (\$4,762,344 in 2013).

### 8. Deferred revenue - obligatory reserve funds:

A requirement of PSAB is that obligatory reserve funds be reported as deferred revenue. This requirement is in place as provincial legislation restricts how these funds may be used and under certain circumstances these funds may possibly be refunded.

(a) The balances in the obligatory reserve funds of the Township are summarized as follows:

	<b>2014</b>	<b>2013</b>
Recreational parkland (The Planning Act)	\$ 1,279,500	\$ 1,247,374
Development charges and sub-dividers contributions	872,365	559,621
Federal Gas Tax	24,067	9,939
Building Department (Bill 124)	(315,322)	(200,877)
	<b>\$ 1,860,610</b>	<b>\$ 1,616,057</b>

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements, continued

Year ended December 31, 2014

### 8. Deferred revenue - obligatory reserve funds (continued)

(b) Continuity schedule:

	2014	2013
Revenue		
Development charges and user fees	\$ 666,422	\$ 1,061,814
Federal Gas Tax funding	570,621	524,450
Investment income	28,758	21,337
	1,265,801	1,607,601
Deferred revenue recognized	(1,021,248)	(868,423)
Change in deferred revenue	244,553	739,178
Deferred revenue, beginning of year	1,616,057	876,879
Deferred revenue, end of year	\$ 1,860,610	\$ 1,616,057

### 9. Net long-term liabilities:

(a) The balance of net long-term liabilities reported on the statement of financial position is made up of the following:

	2014	2013
The municipality has assumed responsibility for the payment of principal and interest charges on certain long-term liabilities issued by the Region of Waterloo. At the end of the year, the outstanding principal amount of this liability is	\$ 1,414,402	\$1,560,371
Of the long-term liabilities shown above, the responsibility for payment of principal and interest charges that has been assumed by individuals amounts to	(1,414,402)	(1,500,165)
Net long-term liabilities at end of year	\$ nil	\$60,206

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements, continued

Year ended December 31, 2014

### 9. Net long-term liabilities (continued):

- (b) Of the long-term liabilities reported in (a) of this note, future principal payments are summarized as follows:

	2015 to 2019	2020 and thereafter	Total
From benefiting landowners	\$ 494,698	\$ 919,704	\$ 1,414,402

- (c) The Township is contingently liable for the long-term liability with respect to tile drainage loans and the water system indebtedness. The total amount of this contingent liability outstanding at December 31, 2014 is \$1,414,402 (2013 - \$1,500,165).
- (d) Interest charges for 2014 amounted to \$1,113 (2013 - \$169,590) and the long-term debt rate of interest is 3.80% per annum.

### 10. Self Insurance Coverage:

The Township has an agreement with members of the Waterloo Region Municipalities Insurance Pool to purchase property damage and public liability insurance on a group basis and share a retained level of risk. The members pay an annual levy to fund insurance coverage, losses, and contribute to a surplus. The pool has purchased insurance to fund losses above a pre-determined deductible and any losses above a pre-determined total in any year.

The Township is self-insured for public liability claims up to \$10,000 (2013 - \$10,000) for any individual claim and \$10,000 (2013 - \$10,000) for any number of claims arising out of a single occurrence. Outside coverage is in place for claims in excess of these limits.

During the year, claims amounting to \$64,005 (2013 - \$86,470) were settled and insurance premiums of \$230,955 (2013 - \$255,735) were paid. Both amounts are reported as an expenditure on the Statement of Operations and Accumulated Surplus.

The Township is from time to time, involved in legal suits of varying dollar amounts for which no provision for possible liability has been recorded in these financial statements. In the event the Township is found liable, any amounts not recoverable from Township's insurers will be adjusted against future revenues.

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements, continued

Year ended December 31, 2014

### 11. Other explanatory notes

#### (a) Expenditures by object

The following is a summary of the operating expenditures on the statement of financial activities by the object of expenditure:

	2014	2013
Salaries, wages and employee benefits	\$ 6,908,109	\$ 6,531,814
Net long-term debt interest charges	1,113	169,590
Materials	5,141,213	4,500,769
Amortization	4,723,796	4,762,344
Contracted services	186,496	93,893
External transfers	46,139	44,089
	<u>\$ 17,006,866</u>	<u>16,102,499</u>

#### (b) Budget Figures

Council has approved operating budgets for 2014 that included funding contributions for Capital Projects and various Reserves, the costs for which may be carried over one or more years. In addition, the approved budgets have excluded certain costs such as amortization expenses. These costs have now been included in the actual expenses under PSAB generally accepted accounting principles.

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements, continued

Year ended December 31, 2014

### 11. Other explanatory notes (continued)

	Budget 2014	Actual 2014	Actual 2013
<b>Revenues</b>			
Mayor and Council	\$ -	\$ -	\$ -
Office of the CAO	91,700	86,555	89,299
Financial Services	334,755	322,373	318,118
Program Support	8,647,510	8,660,663	8,424,467
Fire Services	54,200	33,601	40,024
Transportation and Public Works	89,300	92,782	78,904
Environmental Services	4,207,920	4,033,212	3,949,781
Health Services	64,575	69,745	63,827
Recreation and Cultural Services	1,532,820	1,513,629	1,496,653
Planning Services	578,750	545,498	543,345
<b>Total revenues</b>	<b>\$ 15,601,530</b>	<b>\$ 15,358,058</b>	<b>\$ 15,004,418</b>
<b>Expenses</b>			
Mayor and Council	\$ 140,225	\$ 138,454	\$ 133,437
Office of the CAO	389,285	401,578	422,156
Financial Services	631,980	615,903	613,169
Program Support	2,764,465	2,460,098	2,721,007
Fire Services	1,003,315	1,160,782	964,147
Transportation and Public Works	1,735,190	1,828,727	1,736,298
Environmental Services	4,207,920	4,033,211	3,949,780
Health Services	64,575	69,745	63,827
Recreation and Cultural Services	3,992,790	4,029,920	3,759,708
Planning Services	671,785	619,640	640,889
<b>Total expenses</b>	<b>\$ 15,601,530</b>	<b>\$ 15,358,058</b>	<b>\$ 15,004,418</b>
<b>Annual Surplus</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements, continued

Year ended December 31, 2014

### 11. Other explanatory notes (continued)

#### (b) Budget Figures (continued)

Pursuant to regulation 284 of the Municipal Act, the Township has provided below a reconciliation of the Council approved budget to the PSAB required format:

	2014	2013
Annual Deficit under PSAB	\$ (1,425,215)	\$ (1,273,770)
Less:		
Grants and transfer related to capital	1,039,245	953,868
Deferred revenue, net change	244,553	227,650
Contribution from developers	68,940	45,987
Tangible capital assets additions	2,097,592	1,828,145
Increase in Government Business Enterprises	564,714	741,127
Debt principal repayment	60,206	678,658
	4,075,250	4,475,435
Add:		
Amortization	4,723,796	4,762,344
Capital expenses	745,274	981,173
Loss on disposal of capital assets	31,395	5,688
	5,500,465	5,749,205
Budget surplus, Council approved	\$ -	-

#### (c) Comparative figures

Certain comparative figures were restated in order to conform with those for the current year.

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Financial Statements, continued

Year ended December 31, 2014

### 12. Accumulated surplus

	2014	2013
<b>Reserve and Reserve Funds</b>		
Baden West noise wall	68,042	67,242
Capital Replacement Reserve - Equipment	1,096,012	896,843
Capital Equipment Reserve - Facilities	1,252,484	1,081,110
Capital Replacement Reserve - Roads	1,040,032	897,722
Cemetery Reserve Fund	(46,741)	(79,467)
Elections	(579)	37,792
Hamilton Road noise wall	134,611	133,031
Heritage lighting	5,473	5,409
Heritage Wilmot	1,179	1,165
Information Technology	19	3,972
Self-Insurance	18,239	236
Street Lighting	47,601	47,043
Wastewater	856,542	675,872
Water	1,120,386	812,283
Water Meters	132,567	138,679
Winter Maintenance	722	714
Working Funds	383,388	383,388
<b>Total Reserves and Reserve Funds</b>	<b>6,109,979</b>	<b>5,103,034</b>
<b>Surplus</b>		
Invested in tangible capital assets	101,630,141	104,287,740
Operating Fund	17,138,406	16,912,967
<b>Total Surplus</b>	<b>118,768,547</b>	<b>121,200,707</b>
<b>Accumulated Surplus</b>	<b>\$ 124,878,526</b>	<b>\$ 126,303,741</b>



Trust Funds Financial Statements of

**THE CORPORATION OF THE  
TOWNSHIP OF WILMOT**

Year ended December 31, 2014

## INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers of  
**The Corporation of the Township of Wilmot**

We have audited the accompanying financial statements of the **Trust Funds of The Corporation of the Township of Wilmot**, which comprise the statement of financial position as at December 31, 2014, and the statement of continuity for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the **Trust Funds of The Corporation of the Township of Wilmot** as at December 31, 2014, and the continuity of Trust Funds for the year then ended in accordance with Canadian public sector accounting standards.



Cambridge, Ontario  
April 27, 2015

CHARTERED ACCOUNTANTS, authorized to practise public  
accounting by the Chartered Professional Accountants of Ontario

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Trust Funds Statement of Financial Position

December 31, 2014

	Riverside Cemetery	Castle Kilbride	WRC Youth Ctr	WRC Adult Ctr	Baden Comm Ctr	Financial Assistance	Fairmont Cemetery	Festival of Lights	NH Fire Brigade	ND Fire Brigade	ND Park Improvement	Kropf/Baden Cemetery	Forest Glen Trail	TOTALS	
														2014	2013
<b>Assets</b>															
Cash	305,923	31,978	8,996	4,016	18,098	9,159	34,588	2,154	987	888	2,504	155	61,747	<b>481,193</b>	\$ 469,570
	305,923	31,978	8,996	4,016	18,098	9,159	34,588	2,154	987	888	2,504	155	61,747	<b>\$ 481,193</b>	<b>\$ 469,570</b>
<b>Liabilities and Fund Balances</b>															
Fund Balance	305,923	31,978	8,996	4,016	18,098	9,159	34,588	2,154	987	888	2,504	155	61,747	<b>481,193</b>	469,570
	305,923	31,978	8,996	4,016	18,098	9,159	34,588	2,154	987	888	2,504	155	61,747	<b>\$ 481,193</b>	<b>\$ 469,570</b>

See accompanying notes to financial statements

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Trust Funds Statement of Continuity

Year ended December 31, 2014

	Riverside Cemetery	Castle Kilbride	WRC Youth Ctr	WRC Adult Ctr	Baden Comm Ctr	Financial Assistance	Fairmont Cemetery	Festival of Lights	NH Fire Brigade	ND Fire Brigade	ND Park Improvement	Kropf/Baden Cemetery	Forest Glen Trail	TOTALS	
														2014	2013
Opening Balance	295,906	34,098	16,432	3,964	14,977	7,914	32,347	2,126	826	876	7,441	2,228	50,435	469,570	416,540
Receipts:															
Donations		180	855		2,920	500	2,250		150				50,000	56,855	60,970
Care & Maintenance	10,017													10,017	8,932
Transfer from Revenue Fund						1,500								1,500	15,450
Investment Income	3,958	451	209	52	201	98	452	28	11	12	98	30	1,312	6,912	6,493
	13,975	631	1,064	52	3,121	2,098	2,702	28	161	12	98	30	51,312	75,284	91,845
Expenditures:															
Transfer to Revenue Fund	3,958	2,751	8,500								5,035	2,103	40,000	62,347	36,889
Transfer to Others							461							461	402
Financial Assistance Grants						853								853	1,524
	3,958	2,751	8,500	-	-	853	461	-	-	-	5,035	2,103	40,000	63,661	38,815
Ending Balance	305,923	31,978	8,996	4,016	18,098	9,159	34,588	2,154	987	888	2,504	155	61,747	481,193	469,570

# THE CORPORATION OF THE TOWNSHIP OF WILMOT

## Notes to Trust Funds Financial Statements

Year ended December 31, 2014

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### 1. Accounting Policies

The financial statements of The Trust Funds of the Corporation of the Township of Wilmot are the representation of management prepared in accordance with Canadian generally accepted accounting principles as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

#### (a) Basis of Accounting

Donation receipts are reported on the cash basis of accounting. Investment income is reported on the accrual basis of accounting.

Expenditures, including transfers to the operating fund, are reported on the cash basis of accounting.

#### (b) Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. These estimates and assumptions are based on management's best information and judgment and may differ significantly from future actual results.



## Mission:

*"Encourage and contribute to the enterprising spirit of  
economic development in our community."*

## The Organization

- ▶ Operates from 3 locations – 6.5 staff
  - Kitchener
    - 4.5 • Manager, Business Advisor, Program Assistant, Business Information Clerk(pt) Entrepreneurship Program Coordinator(pt) Youth Program Assistant(pt)
  - Cambridge
    - 1 • Business Advisor
  - Waterloo
    - 1 Business Advisor
  - Elmira & Baden – Small Business Information Displays

### Board of Advisors

- ▶ 10 volunteers • public & private sector

- ▶ One of 57 Small Business Centers in Ontario



## Funding Sources

- ▶ Core Funding
  - City of Kitchener, City of Cambridge, City of Waterloo
  - Region of Waterloo
  - Ontario Government - Ministry of Research and Innovation
- ▶ Sponsorships
  - Private sector donations (cash and in-kind)
- ▶ Other Funds - Fees for Services
  - Events
  - Seminars
  - Special Projects



## Small Business Services

*Whether you are **starting** or **growing** your business, we can help!*

- ▶ Business Registrations
- ▶ One-on-One Business Consultations
- ▶ Business Planning
- ▶ Market Research Assistance
- ▶ Seminars, Events, Networking
- ▶ Youth Entrepreneurship Programs
- ▶ Mentoring



## Business Activities 2014

### Waterloo Region

- ▶ 15,715 general inquiries
- ▶ 460 business startups / 580 jobs
- ▶ 1570 business consultations
- ▶ 263 workshops/ 2450 participants
- ▶ 40 events hosted, 2116 participants
- ▶ 35 Summer Company students

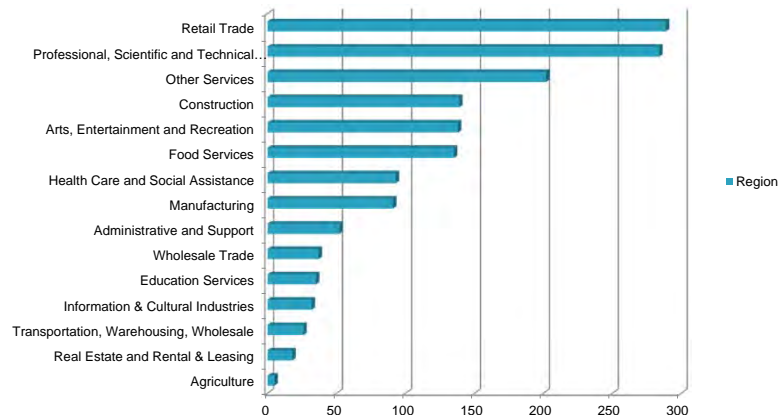
[www.waterlooregionsmallbusiness.ca](http://www.waterlooregionsmallbusiness.ca)  
Web and Social Media Hits 94,370





## Business Sectors

2014 Business Consultations



## Collaborative Partnership

- ▶ Private Sector
- ▶ Government - Municipal, Regional, Ontario
- ▶ Universities, College, WR Boards of Education
- ▶ Communitech, Accelerator Centre
- ▶ Chambers of Commerce, BIA's
- ▶ Junior Achievement, Business Education Partnership
- ▶ Non-profit - YMCA, Multicultural Centre, Working Centre, Lutherwood, Northern Lights

## Community/Stakeholder Engagement Sessions 2015

### **“Small Business Matters”**

- Kitchener Market – April 21st
- Woolwich - St Jacobs – April 28th
- Cambridge / Ayr – May 25<sup>th</sup>
- Wilmot / Wellesley the Rec Centre – June 10th



## Small Business Matters

- ▶ , 5 – 8 pm, the Rec Centre, Baden
- ▶ Invite stakeholders and small business to roundtable discussions: trends, challenges, opportunities and tools to be successful
- ▶ Identify and integrating the unique strengths small business – urban and rural
- ▶ Sets a focus on small business for the Centre and Regional and Municipal Economic Development Strategies



## 2014 New Brand and Website

### Website design



## Questions?

[www.waterlooregionsmallbusiness.ca](http://www.waterlooregionsmallbusiness.ca)



@SmallBizWRSBC



Waterloo Region Small Business Centre



**Media Release**  
April 15th, 2015

## **Wilmot Wellesley Small Business Stakeholders invited to Business Community Consultation Event on June 10<sup>th</sup>**

Waterloo Region Small Business Centre and Townships join forces to find out how to best support small businesses

The Waterloo Region Small Business Centre (WRSBC) has partnered with the Townships of North Dumfries, Wellesley, Wilmot, and Woolwich to conduct community consultations with invited stakeholders in the small business communities to discuss emerging trends, challenges, opportunities, and the tools that small businesses need to be successful. The Wilmot / Wellesley event will be held on the evening of June 10th, 2015.

There has been tremendous growth in the Wilmot Wellesley rural economy over the past few years, and small, local independently-owned businesses are a big part of our success story. These consultations are an important step in identifying and integrating the unique strengths of rural businesses in the overall Regional Economic Development Strategy.

A total of four Community Consultations will be held across the region in the following municipalities: Woolwich, Wellesley and Wilmot, Cambridge and North Dumfries, Kitchener and Waterloo. Feedback from these four consultations will help to inform the *Waterloo Region Small Business Centre Strategic Plan*. This plan provides the framework for the WRSBC's programs, information, events and skill development seminar. The consultations will ensure the strategy aligns with the needs and priorities of rural and urban small businesses and entrepreneurs.

"Changing business trends and increasing global competition calls for a new look at how WRSBC collaborates and provides services across the Region to support small business owners," comments Chris Farrell, Manager of the Waterloo Region Small Business Centre. "It's important that we capture the experience of small business owners in our Townships."

Participants being targeted for the Community Consultations include small business owners (particularly with fewer than 10 employees) and entrepreneurs across all industries. Representatives from local Economic Development departments, Business Improvement Areas (BIAs), Chambers of Commerce and Municipal Councils will also be invited.

For more information or if you are interested in attending the community consultation, please contact Mistie Brown at [mistie.brown@kitchener.ca](mailto:mistie.brown@kitchener.ca).

# Westside Costco Concerns & Opportunities



## Costco Approved

- Wednesday, April 15th OMB hearing removed Holding Provision on Costco
- Costco says construction could take as little as 110 days
- Settlement requires two Erb Street Roundabouts though - next Spring?

# Overview

- Not anti-Costco, not anti-big box, not anti-US retailer
- Long-time Costco member for almost 25 years
- Many in our community want Costco
- Costco needs the best our community can offer
- We need everyone to succeed here

## Costco Overview

- 150,000 sq foot Big Box Warehouse Store, Bakery, Pharmacy, Restaurant, Optician, etc.
- 16 Pump Costco Gas Bar
- 40,000 sq feet of Additional Big Box Retailers
- 1,054 Car Parking Lot
- Anticipated traffic 1,840+ vehicles per hour!

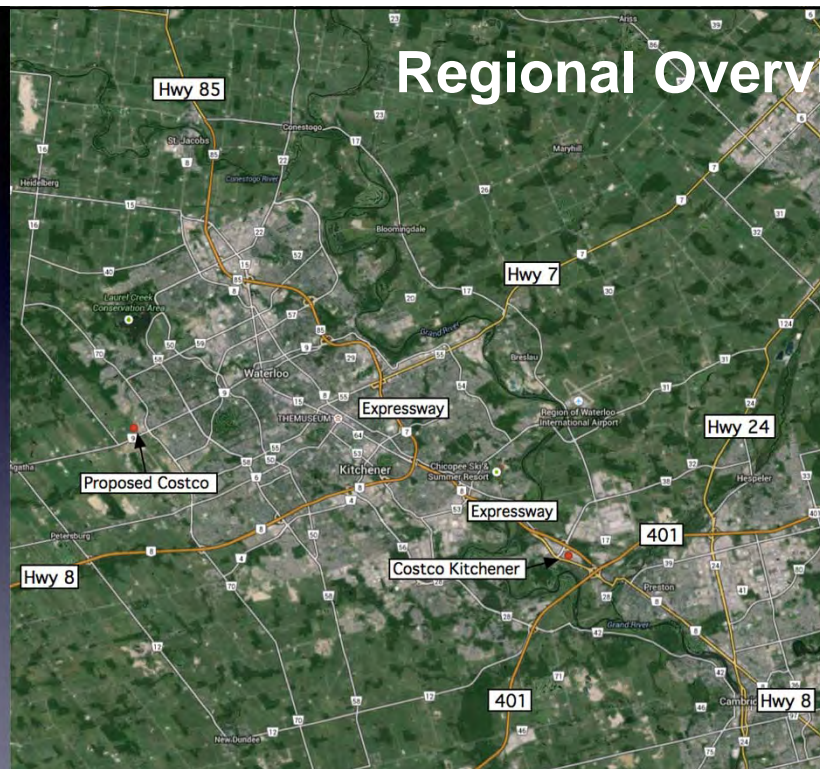


# Costco Gas Bar

- Considerable concerns about queuing and backlogs onto area roads that seem to commonly exist at most other locations
- With only one road for access to Costco any sort of queuing could quickly create widespread issues



## Regional Overview





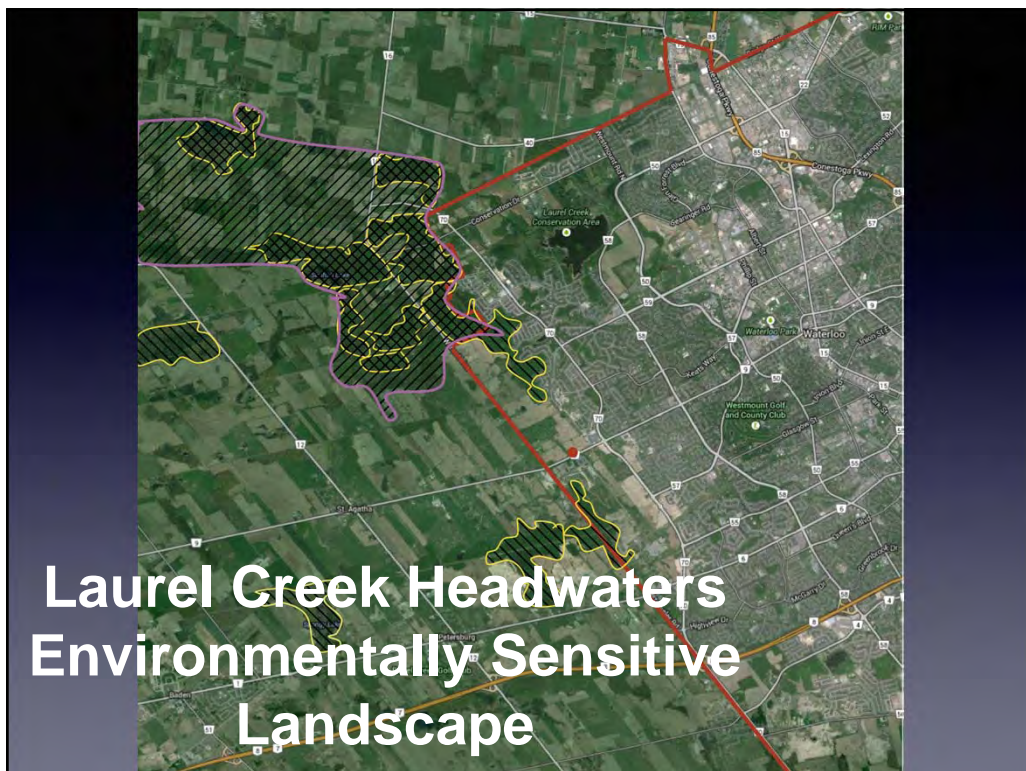
Costco Location



Countryside Line

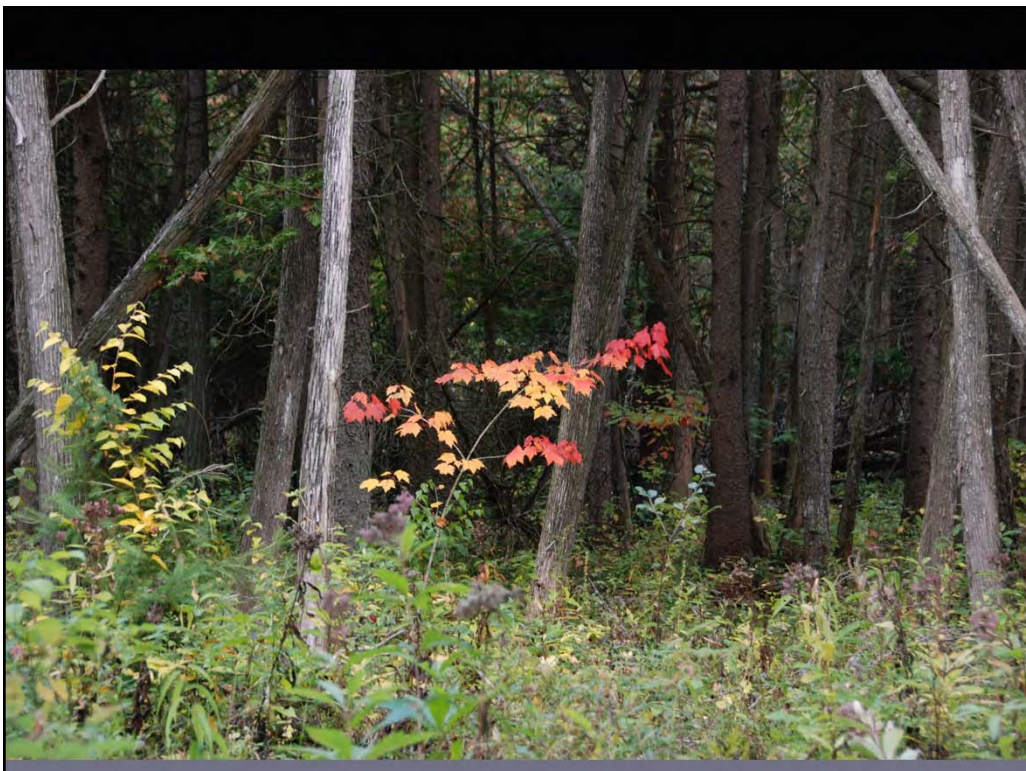








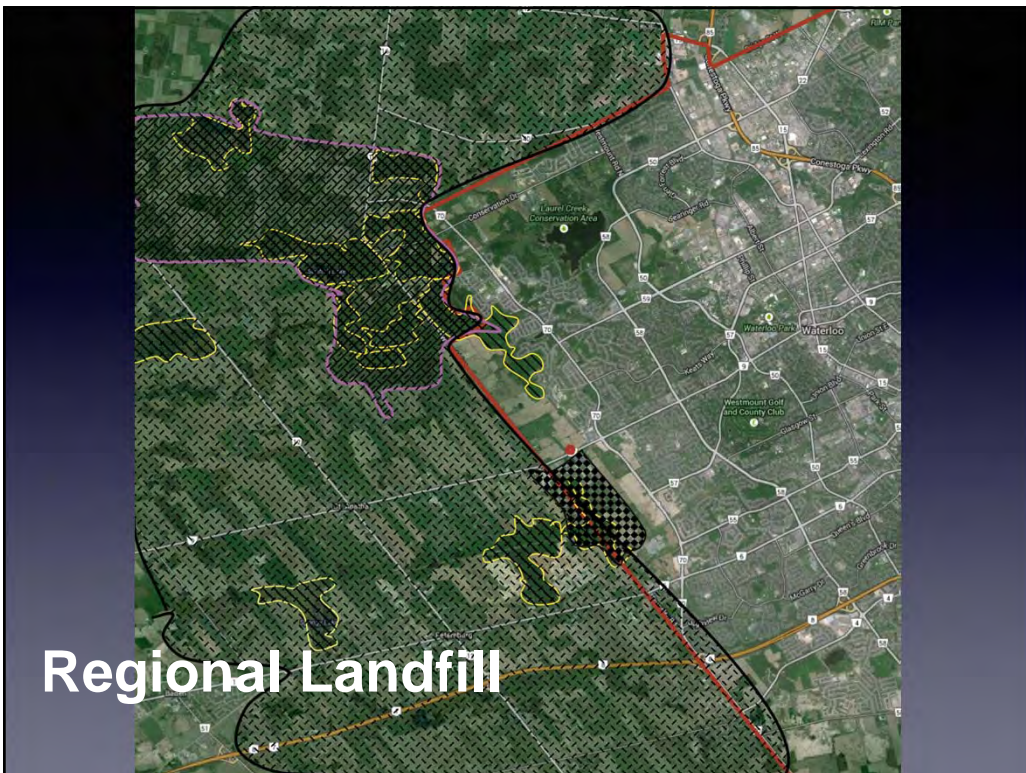




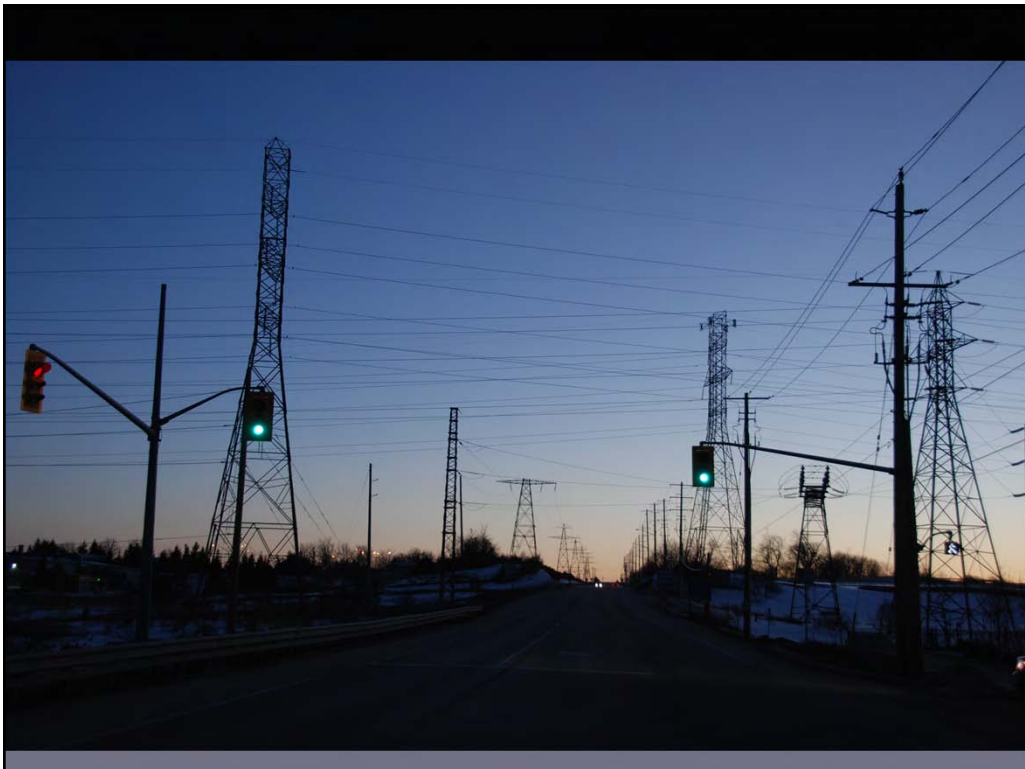








# Major Hydro Corridors





## Wilmot Township Perspective



## Divide Costco in Half...





Half of Access  
Roads Rural...



Waterloo Perspective








A satellite map of a suburban area. A red line is drawn across the map, forming a large loop that encloses a central residential area. The red line follows major roads and some smaller streets. The area inside the red line includes several parks, golf courses, and residential developments. The area outside the red line is mostly agricultural fields and some scattered buildings.

**Only One Access Road**



The same satellite map as above, but with several labels and arrows pointing to specific roads. The labels are: 'Two Lane Roadway' (four times), 'Three Lane Roadway' (once), and 'Two Lane Roadway' (once). The arrows point to various roads within the red boundary line, indicating the types of roads in that area.

**Only Already Congested  
Two Lane Roads**



## 2014 Road Improvements



## 2015 Road Improvements





## 2016 Road Improvements



## 2019 Road Improvements





# 2024 Road Improvements



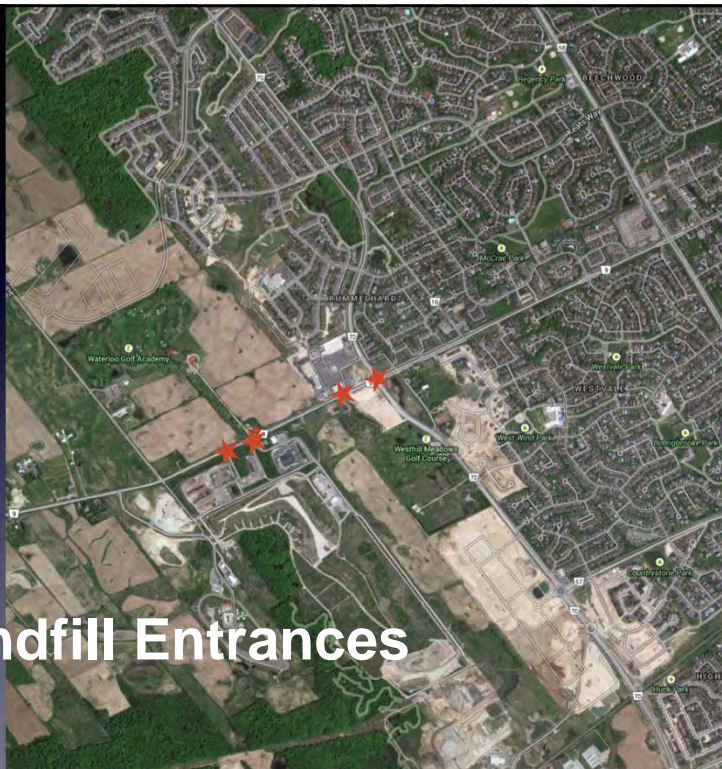
Impact???







# Erb Street & Ira Needles Roundabout



# Landfill Entrances





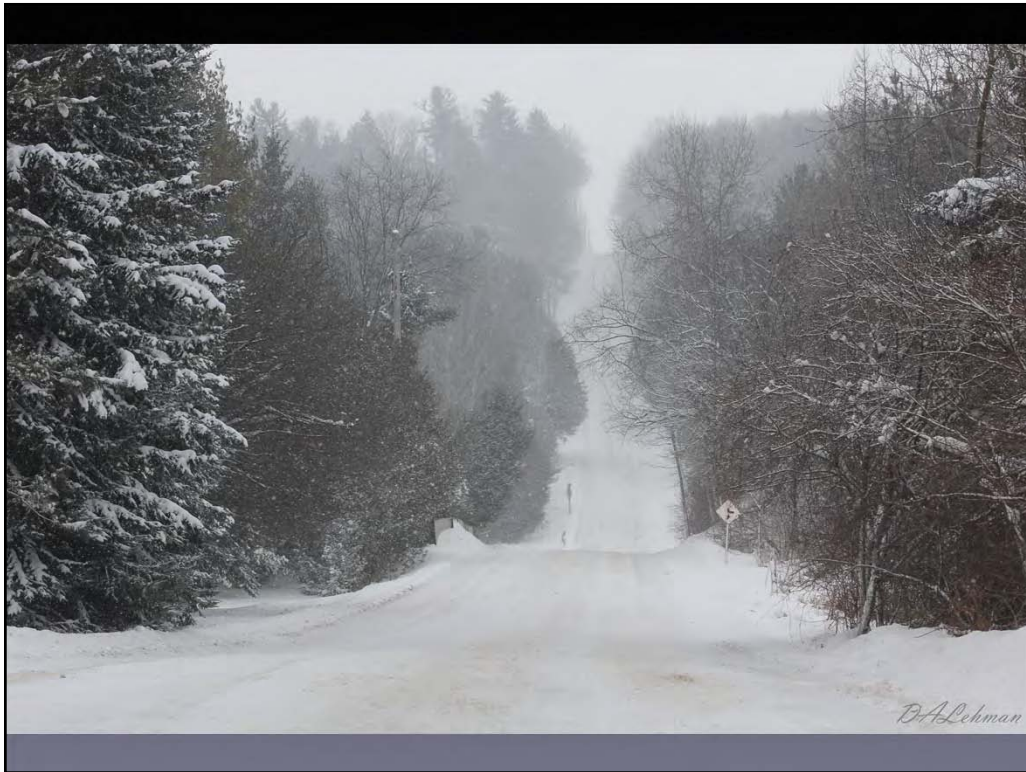




## West Entrance/Exit To Waterloo



## Wilmot Intersection, Line & Environmental Areas



## Wilmot Line and ESL Areas

- Traffic already exceeding 1,000 vehicle threshold on the Wilmot Line
- Stantec traffic study shows potentially a seven fold increase in traffic from just a few years ago
- A couple thousand cars per day on a narrow, hilly, dangerous road?
- Major source of recreation - joggers, cyclists, horseback riders, school groups, hikers, etc.
- 2024 - "Erb/Wilmot Line intersection is expected to operate with high delays at peak times (LOS "E" and "F"), a traffic deterrent."



## EMS Training Facility Blocked



## EMS Issues

- Sheer scale and size of Costco creates issues with so many people in such a hard to reach location - potentially 1,000+ people in the store
- Only one access route for first four years - not even a gated emergency access like required for all other development
- Congestion a serious issue in response times to site
- Outlying communities cut off from ambulance, police - already response time issues in Wilmot, Wellesley
- EMS vehicles could also be trapped out of town at the Regional EMS/UW Training Facility not able to return



## Needed Solutions - 10 Things We Can Do Now

- Improved Traffic Monitoring & Data collection on area roads
- Develop contingency plans for possible issues in advance of them arising - traffic calming, road closures, prohibit turns, road diets, etc.
- EMS Planning - contingency plans into/out of City
- Landfill Planning - access and Erb Street solutions
- Assess impacts on local businesses

## Needed Solutions - 10 Things We Can Do Now

- Renegotiate Maintenance Agreements
- Ensure Township Staff and Council involvement on ESL Roads Study, Erb Street EA, and Westside Integrated Multimodal Study
- Ensure Citizen involvement on all 3 studies
- Wilmot Transit - see if Costco can be on route
- Long Term Visioning

## Visioning

- What is the long-term vision for the Laurel Creek Headwaters ESL?
  - Is there any part of our Region where nature is put ahead of the automobile?
- What is the long-term vision for The Wilmot Line?
  - How many lanes wide is appropriate for the future?



# Needed Solutions - 10 Things We Can Do Now

- Finally, long-term planning and better improvements to the future road network, trail network, and public transit - rural bus, city bus, iXpress, iON LRT, and GO Train



Waterloo Westside Roads

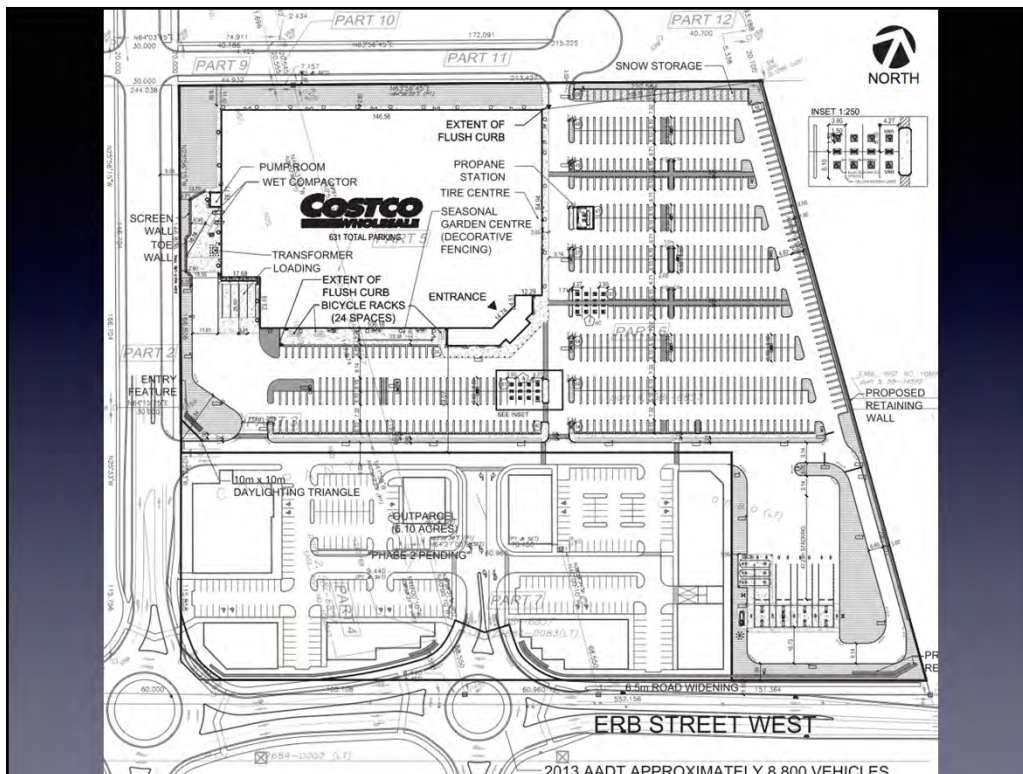
- |                               |   |
|-------------------------------|---|
| ● - Costco Location           | — - Existing Road (no change)           |
| ● - Proposed GO Train Station | — - Upgraded Road (already planned)     |
| ● - Possible LRT Stations     | — - Proposed New Road/Upgrade           |
|                               | — - Proposed New Multi-use Trail        |
|                               | — - Possible Future LRT Route - Phase 3 |

Kevin Thomason

# Thank You!

Kevin Thomason  
[kevinthomason@mac.com](mailto:kevinthomason@mac.com)  
(519) 888-0519  
@kthomason





## Waterloo

### DO YOU OWN RENTAL PROPERTY IN WATERLOO?

ALL LOW-RISE RENTAL PROPERTIES IN WATERLOO MUST BE LICENSED AS PER THE CITY OF WATERLOO RESIDENTIAL RENTAL BYLAW. IS YOURS?

The deadline to apply for your rental license is April 1, 2014.

Save time and avoid long line-ups. Purchase your rental license online today at [mypermits.waterloo.ca](http://mypermits.waterloo.ca)

[www.waterloo.ca/bylaw](http://www.waterloo.ca/bylaw)

519-747-8785

### NOTICE OF PUBLIC MEETING THURSDAY, APRIL 10, 2014, FROM 6:30PM TO 7:30PM

205 The Boardwalk (Transit Terminal), Unit #3 (Centre of Building), Vacant Land Condominium 30CDM-13410 The INCC Corp., 101 Ira Needles Boulevard –Ward 1, Southwest

The Applicant is proposing to create a three unit vacant land condominium located at 101 Ira Needles Boulevard on 4.1 hectares of land (10.1 acres). Unit 2 & 3 will have office buildings and parking located on them, while Unit 1 will be used for parking. Common element areas are proposed for access through the site as private roads.

We encourage the public to provide comment on this Condominium application. Individuals may submit



written/ electronic comments prior to the public meeting. The public is informed and notified that names, addresses and comments may be made public.

Olga Smith, Acting City Clerk, City of Waterloo.

For further information regarding the above matter, please contact the City of Waterloo Integrated Planning and Public Works, 2nd Floor, Waterloo City Centre, Waterloo, Ontario, by calling Danielle Ingram at 519.747.8773, or by email at [danielle.ingram@waterloo.ca](mailto:danielle.ingram@waterloo.ca)

and/or The Regional Municipality of Waterloo, Planning, Housing and Community Services, 160 Frederick Street, Kitchener, by calling Shilling Yip at 519.575.4496, or by email at [SYip@regionofwaterloo.ca](mailto:SYip@regionofwaterloo.ca)

### NOTICE OF A FORMAL PUBLIC MEETING

Official Plan Amendment No. 5 (SPA 47) and Zoning By-law Amendment Application Z-13-06 West Waterloo Retail LP; 524 Erb Street West & Part of 830 Erb Street West, Northwest, Ward 2

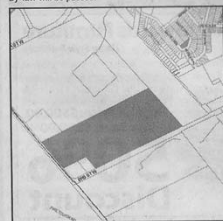
Take notice that the Council of The Corporation of the City of Waterloo will hold a Formal Public Meeting on Monday, April 7, 2014, no earlier than 6:30pm, in the Council Chambers, 3rd Floor, Waterloo City Centre, 100 Regina Street South, Waterloo, to consider the above noted application to amend the Official Plan and Zoning By-law pursuant to Sections 22 and 34 of the Planning Act.

The applicant is proposing to amend Specific Provision Area 47 (SPA 47) in the City of Waterloo Official Plan to allow up to 5000 square metres of retail commercial space (excluding food store, pharmacy, and department

store). In addition, the applicant is proposing to rezone the property from Agriculture 'A' to Commercial Three-12 'C3-12', with site specific regulations to permit a warehouse membership club, retail stores (excluding food store, pharmacy, and department store) up to 5,000 square metres, and setback regulations that only apply to the boundary of the site.

This meeting shall constitute the formal public meeting required under Sections 22 and 34 of The Planning Act, R.S.O. 1990, as amended. It is expected that Council will decide whether the application should be approved, denied or amended. A copy of the staff report will be available prior to the Public Meeting.

If Council approves the application, a by-law to adopt the Official Plan Amendment and to amend the Zoning By-law will be passed.



For further information regarding the above matter, please contact the City of Waterloo Integrated Planning and Public Works, 2nd Floor, Waterloo City Centre, Waterloo, Ontario, by calling Joel Cotter at 519.747.8543 or by email at [joel.cotter@waterloo.ca](mailto:joel.cotter@waterloo.ca)

Any person may attend the Public Meeting and/or make a written or verbal representation either in support of, or in opposition to the proposed Official Plan and Zoning By-law Amendment. If you wish to make a presentation to Council or would like more

information about the meeting, please contact Lissy Mackinnon at 519.747.8549 or by email at [clerkinfo@waterloo.ca](mailto:clerkinfo@waterloo.ca)

A written summary of the presentation should be filed with the City Clerk prior to the public meeting.

We encourage the public to provide input into these important Official Plan and Zoning By-law Amendment applications. Individuals may submit written/electronic comments. The public is informed and notified that names, addresses and comments may be made public.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the City of Waterloo before the by-laws are passed, the person or public body is not entitled to appeal the decision of Council to the Ontario Municipal Board. In addition, if a person or public body does not make oral submissions at a public meeting, or make written submissions to the Corporation of the City of Waterloo before the by-laws are passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

Olga Smith, Acting City Clerk, City of Waterloo

Our mailing address has changed!  
Please update your records.

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CITY OF WATERLOO  
100 Regina Street South  
PO Box 337, Station Waterloo  
Waterloo ON N2L 4A8

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P.519.886.1550 TTY.1.866.786.3941 [waterloo.ca/publicnotices](http://waterloo.ca/publicnotices)





## ***Township of Wilmot*** **REPORT**

**REPORT NO.** CL 2015-11

**TO:** Council

**PREPARED BY:** Derek Wallace, Senior Municipal Law Enforcement Officer

**DATE:** April 27, 2015

**SUBJECT:** By-law Enforcement  
Quarterly Activity Report  
January to March, 2015

---

### **RECOMMENDATION:**

That the Enforcement Activity Report for January 1<sup>st</sup> to March 31<sup>st</sup>, 2015 be received for information purposes.

### **BACKGROUND:**

Type of Call	Jan. to March 2014	Jan. to March 2015
- Property Standards and Clean Yard	4	8
- Traffic	11	20
- Animal Control Complaints	19	14
- Noise Complaints	7	2
- Fire Complaints	0	1
- Ice and Snow Complaints	73	64
- Discharge of Firearms	0	0
- Livestock Evaluation	0	0
- Signs	1	1
- General Inquiries	56	24
- Zoning	2	0
- Dumping	0	0



**Breakdown of Activities:**

Property Standards and Clean Yard:

- 8 properties investigated by the Township
- 8 have complied

Parking:

- 5 warnings issued
- 147 parking tickets issued, majority issued for overnight parking on street between 2:30 am and 6.00 am

Animal Control:

- 1 dog impounded
- no charges for dogs running at large

Noise Complaints:

- 2 complaints investigated ranging from loud stereos, barking dogs, noisy vehicles and industrial noise
- all complaints have been investigated and appropriate warnings have been issued
- no tickets issued

Fire Complaints:

- 1 complaint of illegal burn
- no charges issued

Ice and Snow Complaints:


- 64 complaints investigated
- 63 complied
- clearing of sidewalk done by Township for non-compliance under the Ice & Snow Removal by-law

Signs:

- 1 complaint received and investigated, sign removed by voluntary compliance
- extensive sign removal efforts to occur this spring

Zoning:

- no zoning complaints

  
Derek Wallace  
Senior Municipal By-Law Enforcement Officer  
Barbara McLeod  
Director of Clerk's Services  
Reviewed by CAO



## ***Township of Wilmot*** **REPORT**

---

**REPORT NO.:** PW-2015-08  
**TO:** Council  
**PREPARED BY:** Gary Charbonneau, Director of Public Works  
**DATE:** April 27, 2015  
**SUBJECT:** King Street Reconstruction, New Hamburg  
Consulting Engineering Services

---

### **Recommendation:**

**That GM BluePlan Engineering be retained to provide consulting engineering services for the reconstruction of King Street from Waterloo Street to Webster Street in New Hamburg as per their proposal dated April 14, 2015 for the fee of \$47,425.25, net of the HST rebate.**

### **Background:**

Engineering services related to the design, tendering, contract administration and site inspection for the reconstruction of King Street (Waterloo Street to Webster Street) in New Hamburg were approved by Council as part of the 2015 budget process. Construction is tentatively scheduled for 2017, subject to Council approval.

Proposed improvements include converting the road to an urban cross-section complete with a new storm sewer system, concrete curb and gutter, granular road base, asphalt surface and sidewalks.

### **Discussion:**

The Township requested proposals for consulting engineering services from qualified consultants to undertake the completion of the design, tendering, contract administration and site inspection related to this project. The intent is to have the detailed design completed in 2015-2016 while the remainder of the engineering services related to tendering, contract administration and site inspection are to be provided in 2017.

The engineering consultants were required to provide a proposal which included preliminary and final design, preparation and attendance at a Public Information Centre, preparation of engineering drawings, liaison with others, approvals, construction costs estimates, tendering, contract administration, site inspection and disbursements.

We received six proposals from the following companies:

- AECOM Canada Inc., Kitchener
- GM BluePlan Engineering, Kitchener
- Walter Fedy, Kitchener
- Associated Engineering (Ont.) Ltd., Kitchener
- MTE Consultants Inc., Kitchener
- IBI Group, Waterloo

An internal selection committee which, consisted of staff from Public Works and Finance, reviewed and evaluated the proposals using the following criteria:

- Project Understanding and Approach
- Project Manager
- Project Team
- Similar Projects
- Price

The selection committee are recommending that GM BluePlan Engineering be authorized to undertake this project. GM BluePlan have an experienced project manager and project team and who have completed similar projects within the Region. This project would be completed using staff from their local office in Kitchener.

**Strategic Plan Conformity:**

We have a prosperous community through maintaining our infrastructure.

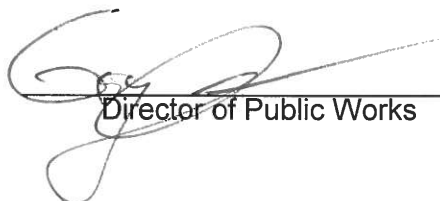
**Financial Considerations:**

The approved 2015 Capital Budget includes \$44,000 funded from the general levy and water reserve for costs related to engineering services for this road reconstruction project.

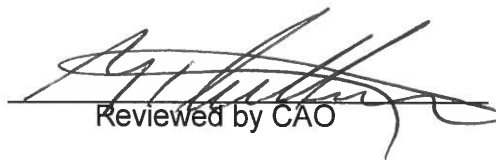
As part of the workplan GM BluePlan will be providing a detailed construction cost estimate based on the final design. During the preparation of future capital budgets staff will utilize the updated construction cost estimate and also include costs for engineering services during construction (site inspection), geotechnical testing, utility relocations, property acquisition and tender advertising. Using this information we will submit the appropriate capital budget request form as part of the 2017 budget process.

**Conclusion:**

That GM BluePlan Engineering be authorized to provide engineering services associated with the reconstruction of King Street in New Hamburg.



Director of Public Works



Reviewed by CAO



## ***Township of Wilmot REPORT***

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**REPORT NO.:** PW-2015-09  
**TO:** Council  
**PREPARED BY:** Gary Charbonneau, Director of Public Works  
**DATE:** April 27, 2015  
**SUBJECT:** Public Works Activity Report  
January - March

---

### **Recommendation:**

That the Public Works Department Activity Reports for the months of January, February and March 2015 be received for information.

### **Background:**

N/A

### **Discussion:**

The attached summaries highlight the activities of the Public Works Department for the first quarter of 2015.

### **Strategic Plan Conformity:**

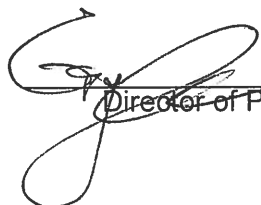
Communicating municipal matters.

### **Financial Considerations:**

N/A

### **Conclusion:**

That the report be received for information.

  
\_\_\_\_\_  
Director of Public Works

  
\_\_\_\_\_  
Reviewed by CAO

**Township of Wilmot  
Utilities Manager Report  
January 1 to January 31, 2015**

**Water Main Breaks/Excavations**

- 420 Waterloo Street – service repair
- 32 Hunter – Water service disconnect requested by owner

**Locates:**

- 16 individual/project locates

**Meter – New/Old Installations:**

- 21 installations/inspections/change outs

**Water Quality Issues**

- Jan 29, 2015 – Grace Street, New Hamburg, dead end - low chlorine adverse, flushed and resampled

**General**

- Chlorine residual bi-weekly testing
- Final Reads
- Water meter repairs/Replacements/Inspections
- Huron Street dead end chamber testing
- High consumption complaints/Investigation
- Plumbing sound outs – high consumption complaints
- Meter reading
- Monthly dead end water main flushing
- MXU installations
- Dig out Fire Hydrants and flag hydrants

**Sanitary Main/Lateral Blockages/Investigation/Maintenance**

- 238 Hamilton road – blocked sewer lateral
- 104 Brewery – blocked sewer lateral



## **Lift Stations**

### **#1 - Lift station - Waterloo Street**

- Regular checks and monthly maintenance
- Cleaned wet well and Floats

### **#2 - Lift station - Milton Street**

- Regular checks and monthly maintenance
- Cleaned wet well and Floats

### **#3 - Lift station - Marvin Street**

- Regular checks and monthly maintenance
- Cleaned wet well and Floats

### **#4 - Lift station - Charlotta Street**

- Regular checks and monthly maintenance
- Cleaned wet wells and floats

## **Building & Grounds**

- Regular cleaning and maintenance

## **Fleet**

- Regular maintenance/oil changes
- Safety inspections and repairs

## **Snow Operations**

- Sidewalks
- Bridges
- Lift station driveways

**Township of Wilmot  
Utilities Manager Report  
February 1 to February 28, 2015**

**Water Main Breaks/Excavations**

- 121 Huron Street – Water main break
- Victoria @ George – Water main break
- 97 Brenneman – frozen water service
- 195 Boulee – frozen water service
- 447 Huron – Frozen water service
- 567 Main St – frozen water service

**Locates:**

- 28 individual/project locates

**Meter – New/Old Installations:**

- 10 installations/inspections/change outs

**Water Quality Issues**

- None

**General**

- Chlorine residual bi-weekly testing
- Final Reads
- Water meter repairs/Replacements/Inspections
- Huron Street dead end chamber testing
- High consumption complaints/Investigation
- Plumbing sound outs – high consumption complaints
- Meter reading
- Monthly dead end water main flushing
- MXU installations
- Dig out Fire Hydrants

## **Sanitary Main/Lateral Blockages/Investigation/Maintenance**

- 82 Nithview – blocked lateral
- 76 Snyder's Road E. – blocked lateral
- 186 Snyder's Road E. blocked sewer lateral

## **Lift Stations**

### **#1 – Lift station – Waterloo Street**

- Regular checks and monthly maintenance
- Cleaned wet well and Floats

### **#2 – Lift station – Milton Street**

- Regular checks and monthly maintenance
- Cleaned wet well and Floats

### **#3 – Lift station – Marvin Street**

- Regular checks and monthly maintenance
- Cleaned wet well and Floats

### **#4 – Lift station – Charlotta Street**

- Regular checks and monthly maintenance
- Cleaned wet wells and floats

## **Building & Grounds**

- Regular cleaning and maintenance

## **Fleet**

- Regular maintenance/oil changes
- Safety inspections and repairs

## **Snow Operations**

- Sidewalks
- Bridges
- Lift station driveways

**Township of Wilmot  
Utilities Manager Report  
March 1 to March 31, 2015**

**Water Main Breaks/Excavations**

- 1678 Erb's Road – frozen water service
- 2719 Sandhills Road – water service frozen
- 567 Main street- frozen water service
- 1037 Foundry Street – water and sanitary hard connects
- 67 Bock – frozen water service
- 324 Wilmot Street – frozen water service
- 346 Victoria – vac dug and replaced service box and rod

**Locates:**

- 31 individual/project locates

**Meter - New/Old Installations:**

- 22 installations/inspections/change outs

**Water Quality Issues**

- Mannheim – preliminary sampling for sample locations

**General**

- Chlorine residual bi-weekly testing
- Final Reads
- Water meter repairs/Replacements/Inspections
- Huron Street dead end chamber testing
- High consumption complaints/Investigation
- Plumbing sound outs – high consumption complaints
- Meter reading
- Monthly dead end water main flushing
- MXU installations and programming, New Hamburg

## **Sanitary Main/Lateral Blockages/Investigation/Maintenance**

- Easement sanitary main quarterly flushing

## **Lift Stations**

### **#1 - Lift station - Waterloo Street**

- Regular checks and monthly maintenance
- Cleaned wet well and Floats

### **#2 - Lift station - Milton Street**

- Regular checks and monthly maintenance
- Cleaned wet well and Floats

### **#3 - Lift station - Marvin Street**

- Regular checks and monthly maintenance
- Cleaned wet well and Floats

### **#4 - Lift station - Charlotta Street**

- Regular checks and monthly maintenance
- Cleaned wet wells and floats

## **Building & Grounds**

- Regular cleaning and maintenance

## **Fleet**

- Regular maintenance/oil changes
- Safety inspections and repairs

## **Snow Operations**

- Sidewalks
- Bridges
- Lift station driveways

# **Road Dept. Report**

**Jan 2015**

## **Structures**

- No report.

## **Roadside**

- Two days of cutting dead ash trees.

## **Drainage**

- No report.

## **Loose top**

- No report.

## **Hardtop**

- Completed some pothole repairs, generated by the road patrol system, using the hot asphalt box.

## **Gravel Pit**

- No Report.

## **Winter Control**

- Plowing and applying material on the roads when needed.
- Ice bladed the gravel roads.

## **Safety**

- No Report.

## **Vehicles and Equipment**

- Due to normal wear, we made repairs to the front plows on Truck # 2 and 12.

## **Building and Grounds**

- No report.



# **Road Dept. Report**

**Feb 2015**

## **Structures**

- No Report.

## **Roadside**

- No Report.

## **Drainage**

- No Report.

## **Loose top**

- No Report.

## **Hardtop**

- No Report.

## **Winter Control**

- 21 days of plowing snow; Ice bladed gravel roads.
- Using our tractor mounted blower we cleared drifted snow banks on the rural roads.
- Using the blower we cleaned back the cul-de-sacs in towns and hauled away snow from narrow streets in Baden, NH and New Dundee

## **Gravel pit**

- No Report.

## **Safety Devices**

- Repaired sign posts on rural roads and replaced 80km/h sign on Huron Rd. by the Township pit.

## **Vehicles and Equipment**

- Completed repairs to the plows and trucks.

## **Building and Grounds**

- Weekly cleaning inside shops.

# **Road Dept. Report**

**Mar 2015**

## **Structures**

- No Report.

## **Roadside**

- Cutting down dead trees.
- Someone hit the retaining wall by the dam in New Dundee. We had to move some of the concrete pieces off the road.

## **Drainage**

- Using the loader we removed ice build up around problem catch basins.
- Thawed frozen catch basins and culverts with our steam jenny.

## **Loose top**

- Ice bladed gravel roads and graded Lisbon Rd. and Settlement Rd.
- The gravel roads are holding up the best they ever have in the spring.

## **Hardtop**

- Cold patching pot holes as identified by road patrol and doing a blitz on all pavements.

## **Winter Control**

- Applied salt to address freeze/thaw conditions a couple of days

## **Gravel Pit**

- No report.

## **Safety**

- Repairing twisted or broken sign posts from plowing.

## **Vehicles and Equipment**

- Truck # 1 safety completed.
- Rear differential needed to be replaced in Truck # 2.

## **Building and Grounds**

- Weekly cleaning of shops and H&S representatives did a monthly inspection.



## ***Township of Wilmot REPORT***

**REPORT NO.** DS 2015-16

**TO:** Council

**PREPARED BY:** Andrew Martin, Planner/EDO

**DATE:** April 27, 2015

**SUBJECT:** Official Plan Amendment Application 01/15  
Zone Change Application 02/15  
Wayne Brubacher / David and Lina Caputo  
Part of Lot 2, Concession 3, Block B  
Parts 26 and 27, Plan 58R-3682  
13-1228 Berlett's Road, Sunfish Lake

### **Recommendation:**

**That Council:**

1. adopt Official Plan Amendment No. 7 to the Township of Wilmot Official Plan to add the subject property to the list of properties contained in Special Policy Area 2.2.5.1 permitted to have a principal dwelling;

and,

2. approve Zone Change Application 02/15 by Wayne Brubacher / David and Lina Caputo, affecting Part of Lot 2, Concession 3, Block B and designated as Parts 26 and 27, Plan 58R-3682, to:
  - a) permit a year round residence on the property;
  - b) reduce the side yard setback for an existing boathouse from 2.0m to 0m to reflect its existing location;
  - c) increase the maximum combined area of all accessory buildings from 69m<sup>2</sup> to 142m<sup>2</sup>; and
  - d) increase the maximum height of the proposed detached garage from 4.5 to 9.5m.

### **Background:**

Notice of the Public Meeting was given to property owners within 120 metres of the subject lands on December 11, 2014. A Public Meeting was held on January 12, 2015. The following is a summary of comments received.

Public: none

Agencies:

*Region of Waterloo*, indicating no objections to the adoption of the Official Plan Amendment or Zone Change subject to the Environmentally Sensitive Policy Area and the associated buffers being zoned to protect the features within the implementing zoning by-law.

GRCA, indicating no objections to approval of the Official Plan Amendment or Zone Change.

**Discussion:**

The subject lands are comprised of approximately 0.69ha, are designated Settlement Residential, Sunfish Lake Settlement Area in the Township Official Plan, and are zoned Zone 2 (Residential) within the Township Zoning By-law. The present zoning and official plan designation restricts use of the property to a seasonal dwelling.

The property owner would like to construct a detached garage to store a recreational vehicle (motorhome) along with other personal items and, in the future, convert the cottage to a year round residence. The Official Plan Amendment proposes to place the property within the Sunfish Lake Special Policy Area to permit a year round residence (a policy already applied to several other properties within the Sunfish Lake Settlement Area).

The zoning amendment is comprised of four requested modifications:

1. to permit a year round residence on the property;
2. to reduce the side yard setback for an existing boathouse from 2.0m to 0m to reflect its existing location;
3. to increase the maximum combined area of all accessory buildings (the existing boathouse and the proposed garage) from 69m<sup>2</sup> to 142m<sup>2</sup>; and
4. to increase the maximum height of the proposed detached garage from 4.5m (measured from finished grade to the midpoint between the eaves and peak of the roof) to 9.5m (measured from finished grade to the peak of the roof).

A public meeting was held on January 12, 2015. No written or verbal submissions were received prior to or at the public meeting. At that time, the Region of Waterloo (RMOW) and the Grand River Conservation Authority (GRCA) had not completed their review of Scoped Environmental Impact Study prepared for the property.

Since that time, the applicant has prepared additional supporting material to clearly identify the Environmentally Sensitive Policy Area (ESPA) and associated buffers on the property in consultation with the RMOW and GRCA. Ultimately the proposed site plan was modified slightly to ensure the proposed detached garage was outside of the ESPA and buffer resulting in the garage shifting slightly southeast (further from the property line). The RMOW and GRCA have both indicated that they are satisfied with the revised site plan. As requested by the RMOW, the implementing zoning by-law places the ESPA and buffer area within the open space zone which prohibits buildings or structures.

**Strategic Plan Conformity:**

Implementing zoning that protects natural features, such as ESPA's, promotes land use planning that protects our natural environment.

**Financial Considerations:**

The application fees, established by the Township of Wilmot Fees and Charges By-law, were collected at the time of application.

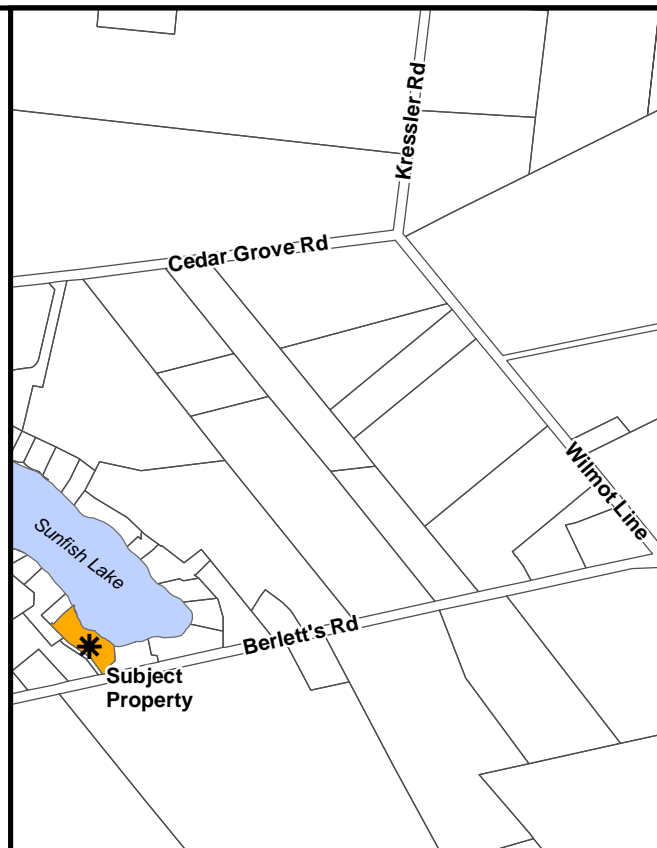
**Conclusion:**

The subject property has frontage and access on Berlett's Road, but is presently excluded from the Sunfish Lake Special Policy Area. The proposed Official Plan Amendment consistently applies the Sunfish Lake Special Policy Area by including the subject property in the list of properties that directly abut either Berlett's Road or Cedar Grove Road, or which were used as principal dwellings prior to January 1, 1982.

The implementing Zoning By-law applies zoning regulations consistent with the other properties on Sunfish Lake already included within the Special Policy Area. The site specific regulations for accessory structures permit an enlarged detached garage that can accommodate a recreational vehicle (motor home). The size, height, and proposed location of the detached garage do not present any apparent visual impacts on abutting properties. In association with both the Region of Waterloo and Grand River Conservation Authority's support of the applications, Township staff are of the opinion that both the Official Plan Amendment and associated Zone Change Application facilitate the appropriate use and development of the subject property.

  
\_\_\_\_\_  
Andrew Martin, MCIP RPP  
Planner/EDO  
\_\_\_\_\_  
Reviewed by CAO

OPAA-01/15  
ZCA-02/15  
David and Lina Caputo  
13-1228 Berlett's Road





**AMENDMENT NO. 7**

**TO THE**

**TOWNSHIP OF WILMOT**

**OFFICIAL PLAN**

The Corporation of the Township of Wilmot  
60 Snyder's Road West, Baden, ON N3A 1A1

# TOWNSHIP OF WILMOT

## BY-LAW NO. 2015-24

### BEING A BY-LAW OF THE TOWNSHIP OF WILMOT TO ADOPT AMENDMENT NO. 6 TO THE TOWNSHIP OF WILMOT OFFICIAL PLAN.

**WHEREAS** Section 17 and 21 of the Planning Act, R.S.O. 1990, as amended, empowers the Township of Wilmot to adopt an Official Plan and to make Amendments thereto:

**NOW THEREFORE** the Council of the Corporation of the Township of Wilmot hereby enacts as follows:

1. That Amendment No. 7 to the Township of Wilmot Official Plan, consisting of the explanatory text and schedules, is hereby adopted.
2. That the Mayor and Clerk are hereby directed to execute the said Amendment No. 7 to the Township of Wilmot Official Plan on behalf of the Corporation and to affix thereto the Corporate Seal.
3. That the Clerk, is hereby authorized and directed to make application to the Council of the Regional Municipality of Waterloo for approval of Amendment No. 7 to the Township of Wilmot Official Plan.
4. That this By-law shall come into force and effect on the day of the final passing thereof.

**ENACTED** and **PASSED** this 27<sup>th</sup> day of April, 2015.

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Mayor

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Clerk

**AMENDMENT NO. 7  
TO THE  
TOWNSHIP OF WILMOT  
OFFICIAL PLAN**

**SECTION 1 – TITLE AND COMPONENTS**

This Amendment shall be referred to as Amendment No. 7 to the Township of Wilmot Official Plan.

**SECTION 2 – PURPOSE OF THE AMENDMENT**

The purpose of this Amendment is to:

1. to add a parcel of land within this list of properties contained in Special Policy Area 2.2.5.1 permitted to have a principal dwelling.

**SECTION 3 – BASIS OF THE AMENDMENT**

The lands subject to this amendment are located north of Berlett's Road and on the west side of Sunfish Lake and are comprised of Part of Lot 2, Block B, Concession 3, being Parts 26 and 27, Plan 58R-3682. The lands subject to the amendment are developed with a seasonal dwelling and accessory buildings. The property has frontage on Berlett's Road.

An application for amendment to the Township Official Plan was submitted on December 8, 2014 to modify the boundary of the existing Sunfish Lake Special Policy Area as discussed in Section 2 of this amendment.

The requested amendment is appropriate for the following reasons:

- The subject property directly abuts Berlett's Road which is consistent with one of the provisions for other properties presently contained within the Special Policy Area ;
- The proposed designation change does not impact or change the existing Official Plan policies for the Sunfish Lake Settlement Area;

**SECTION 4 – THE AMENDMENT**

The Official Plan of the Township of Wilmot is hereby amended by:

- 4.1 That the map forming Schedule 'A' of this Amendment hereby identifies the lands subject to Amendment No. 7. The designation of these same lands has been amended on the map entitled "Map No. 6.11 Sunfish Lake Settlement Area", which forms Schedule 'B' of this amendment,

- 4.2 That the following is hereby added as Section 2.2.5.2 (i) of the Township of Wilmot Official Plan:

2.2.5.2 i) Part 27, Plan 58R-3682.

- 4.3 That Map No. 6.11 attached to and forming part of the Township of Wilmot Official Plan entitled “Map No. 6.11 Sunfish Lake Settlement Area”, is hereby repealed and replaced with the map attached to this Amendment, said map forming Schedule ‘B’ of the Amendment and entitled “Map No. 6.11 Sunfish Lake Settlement Area” and having a date of April 2015.

## **SECTION 5 – IMPLEMENTATION AND INTERPRETATION**

The provisions of the Township of Wilmot Official Plan regarding implementation and interpretation of that Plan shall apply in regard to this Amendment.

**OPA # 7: SCHEDULE 'A'  
LOCATION MAP**

TOWNSHIP OF WELLESLEY

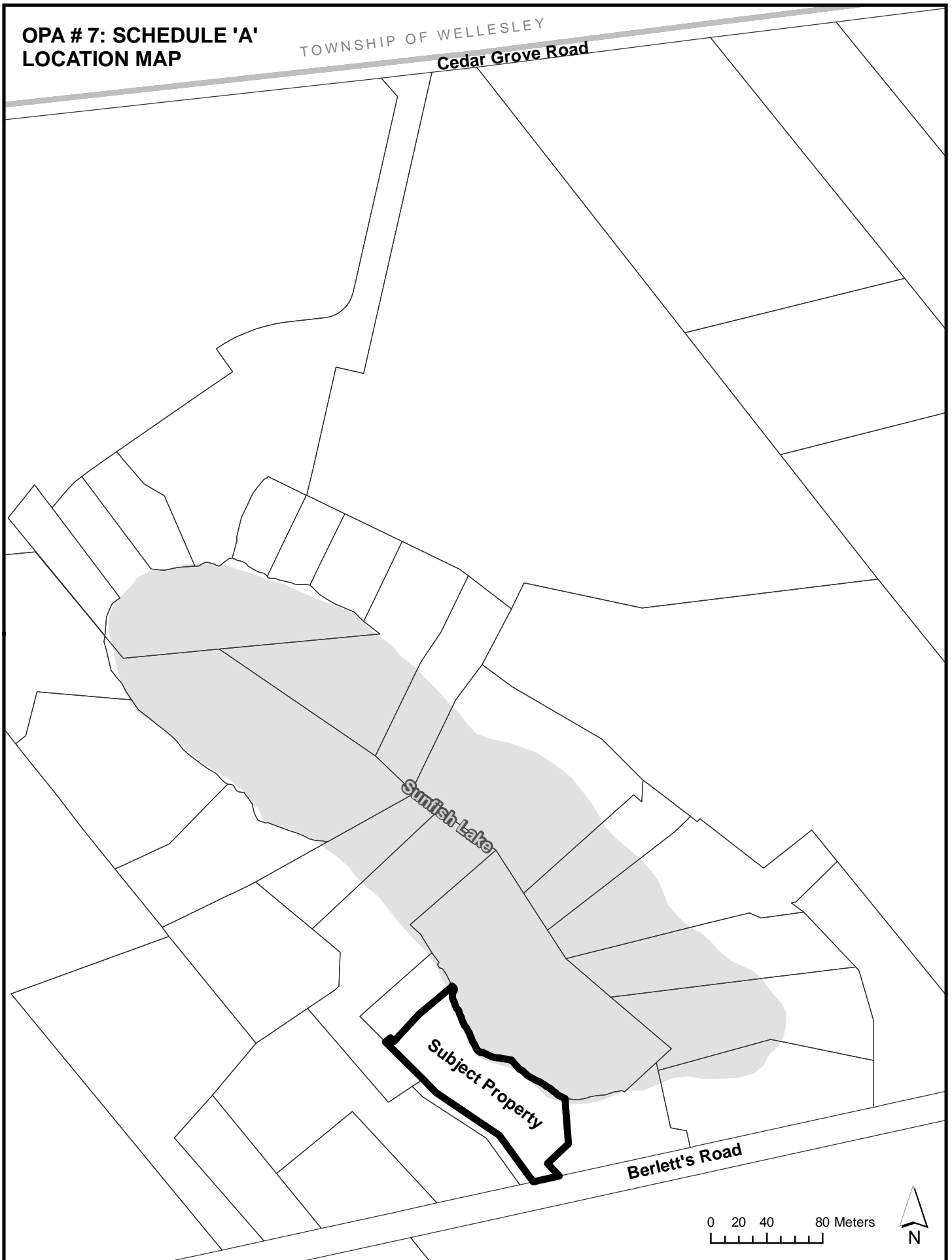
Cedar Grove Road

Sunfish Lake

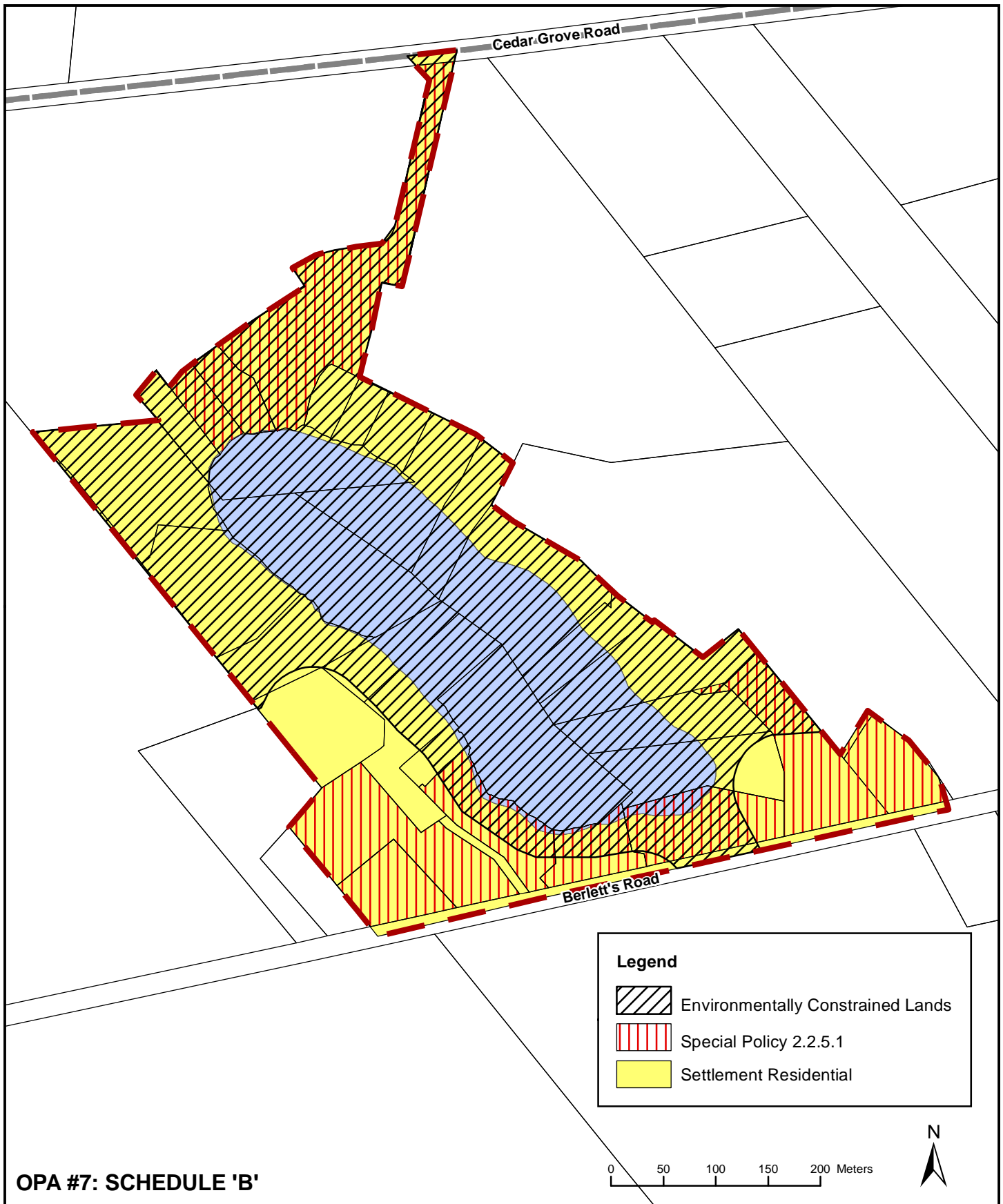
Subject Property

Berlett's Road

0 20 40 80 Meters







**TOWNSHIP OF WILMOT OFFICIAL PLAN**

**MAP NO. 6.11 SUNFISH LAKE SETTLEMENT AREA**

**April 2015**  
**Incorporates Modification No. 104, OPA#5 and OPA#7**

*Note: This map forms part of the Official Plan of the Township of Wilmot and must be read in conjunction with the other maps and policies of this Plan.*

# **TOWNSHIP OF WILMOT**

## **BY-LAW NO. 2015-24**

### **BEING A BY-LAW OF THE TOWNSHIP OF WILMOT TO ADOPT AMENDMENT NO. 7 TO THE TOWNSHIP OF WILMOT OFFICIAL PLAN.**

**WHEREAS** Section 17 and 21 of the Planning Act, R.S.O. 1990, as amended, empowers the Township of Wilmot to adopt an Official Plan and to make Amendments thereto:

**NOW THEREFORE** the Council of the Corporation of the Township of Wilmot hereby enacts as follows:

1. That Amendment No. 7 to the Township of Wilmot Official Plan, consisting of the explanatory text and schedules, is hereby adopted.
2. That the Mayor and Clerk are hereby directed to execute the said Amendment No. 7 to the Township of Wilmot Official Plan on behalf of the Corporation and to affix thereto the Corporate Seal.
3. That the Clerk, is hereby authorized and directed to make application to the Council of the Regional Municipality of Waterloo for approval of Amendment No. 7 to the Township of Wilmot Official Plan.
4. That this By-law shall come into force and effect on the day of the final passing thereof.

**ENACTED** and **PASSED** this 27<sup>th</sup> day of April, 2015.

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Mayor

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Clerk

**TOWNSHIP OF WILMOT**

**BY-LAW NO. 2015-25**

**BY-LAW TO FURTHER AMEND BY-LAW NO. 83-38 OF THE TOWNSHIP OF WILMOT BEING A ZONING BY-LAW FOR THE SAID TOWNSHIP OF WILMOT.**

**WHEREAS** The Corporation of the Township of Wilmot deems it desirable to further amend By-law No. 83-38, being a Zoning By-law for the said Township of Wilmot.

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

1. That the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this by-law are hereby removed from Zone 2 (Residential) and placed within Zone 2 (Residential), and Zone 11 (Open Space) under By-law No 83-38, as amended:
2. Notwithstanding the provisions of By-law 83-38, as amended, permitted uses of the lands described on Schedule "A" and illustrated as Zone 2 on Schedule "B", attached to and forming part of this by-law, shall be limited to one of the following :
  - a) A Residential Building – One Unit in the form of a "Dwelling – Principal", and uses normally and naturally accessory thereto;
  - b) A Residential Building – One Unit in the form of a "Dwelling – Seasonal", and uses normally and naturally accessory thereto.
3. Notwithstanding the provisions of By-law 83-38, as amended, the lands described on Schedule "A" and illustrated as Zone 2 on Schedule "B", attached to and forming part of this by-law, shall be subject to the following regulations in addition to the general regulations contained in Section 6 of By-law 83-38, as amended:
  - a) no building or structure shall be erected or constructed on any lot unless it abuts an opened public street, or has direct access to an opened public street by means of a private right-of-way.
  - b) Minimum Setback from a Public Street 7.5m
  - c) Minimum Setback from any Side or Rear Lot Line 2.0m
  - d) Maximum Building Height 2 storeys
  - e) Off-street parking shall be provided in accordance with the provisions of sub-sections 6.10 and 6.12 of By-law 83-38, as amended.
  - f) Sub-sections 6.7 and 6.9 of By-law 83-38, as amended, shall not apply.

4. Notwithstanding the provisions of By-law 83-38, as amended, the lands described on Schedule "A" and illustrated as Zone 2 on Schedule "B", attached to and forming part of this by-law, shall be subject to the following regulations:
- a) The maximum lot coverage of all accessory buildings shall be 142m<sup>2</sup>
  - b) The maximum height of one accessory building shall be 9.5m
    - i) for the purpose of this subsection, building height shall mean the vertical distance of the front or rear wall, whichever is greater measured between the finished grade of the yard abutting the wall and the highest point of the roof surface
    - ii) the maximum height of any or all other accessory buildings shall be in conformity with Sections 2.13 and 8.3.10 of By-law 83-38, as amended.
  - c) The minimum side yard setback for an accessory building existing prior to the passing of this by-law shall be 0m.
5. Except as amended by the preceding regulations, the lands described on Schedule "A" attached to and forming part of this by-law and shown on Schedule "B" attached to and forming part of this by-law, shall be subject to all other applicable regulations as set down in By-law No. 83-38, as amended.
6. This by-law shall come into effect on the final passing of Official Plan Amendment No. 7, to the Township of Wilmot Official Plan, by the Regional Municipality of Waterloo, subject to compliance with the provisions of The Planning Act, R.S.O., 1990 and amendments thereto.

READ a first and second time on the 27<sup>th</sup> day of **April, 2015**.

READ a third time and finally passed in Open Council on the 27<sup>th</sup> day of **April, 2015**.

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MAYOR

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CLERK

SCHEDULE "A"

**ALL AND SINGULAR** that certain parcel or tract of land and premises situate, lying and being in the Township of Wilmot, in the Regional Municipality of Waterloo and Province of Ontario being composed of Part of Lot 2, Concession 3, Block B, being Parts 26 and 27, Plan 58R-3682 in the said Township of Wilmot.

This is Schedule "A" to By-law No. 2015-25.

PASSED this 27<sup>th</sup> day of **April, 2015**.

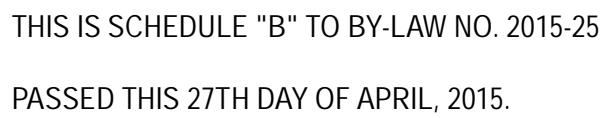
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MAYOR

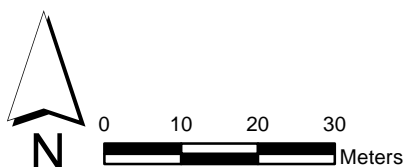
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CLERK

SUBJECT LANDS OUTLINED THUS: ■ ■ ■ ■ ■ ■ ■ ■ ■ ■



CLERK





**THE CORPORATION OF THE TOWNSHIP OF WILMOT  
BY-LAW NO. 2015-27**

**BEING A BY-LAW TO RESCIND BY-LAW 2015-22 AND  
TO ESTABLISH THE 2015 FINAL TAX LEVY, THE 2015  
RATES OF TAXATION AND TO PROVIDE FOR THE  
PAYMENT OF TAXES BY INSTALMENTS.**

**WHEREAS** Section 290 of the Municipal Act, 2001, S.O. 2001, CHAPTER 25, as amended, provides that the Council of a local municipality shall, after consideration of the estimates for the year, pass a by-law to adopt the estimates and levy a separate tax rate on the assessment in each property class;

**AND WHEREAS** Section 307 of the Municipal Act, 2001, S.O. 2001, CHAPTER 25, as amended, outlines the manner in which taxes shall be assessed against a property, and,

**AND WHEREAS** the Regional Municipality of Waterloo has provided the 2015 tax ratios and subclass reductions as required by the Municipal Act, 2001, S.O. 2001, CHAPTER 25, as amended,

**NOW THEREFORE** the Council of the Corporation of the Township of Wilmot hereby enacts as follows:

**Definitions**

- "Municipal Act" means the Municipal Act, 2001, S.O. 2001, CHAPTER 25, as amended.
- "Person" means a natural person, partnership, association, corporation, legal representative, trustee, trustee in bankruptcy, or receiver.
- "Property Owner" means a person who has legal title or right to a property.
- "Region" means the Regional Municipality of Waterloo.
- "Tax" or "Taxes" means any sum payable as taxes and includes upper tier, lower tier and school board property taxes, local improvement charges, and all other fees that may have been added to the property's tax roll as outlined in the Municipal Act.
- "Township" means The Corporation of the Township of Wilmot.

**Final Tax Levy**

- The current estimates for 2015, totalling \$7,022,020, detailed in the 2015 Municipal Budget, approved by Council on February 9, 2015, are used in the creation of the 2015 Township tax rates.
- Every property owner shall be taxed a Final Levy according to the tax rates in this by-law, save and except that portion of taxes raised by the 2015 Interim Levy under Section 317 of the Municipal Act.
- Taxes levied under this by-law shall be payable in multiple instalments, and the dates for payment shall be as follows:

*For Residential, Farm, Managed Forest and Pipeline taxes payable outside of the Township's Pre-Authorized Payment Plans:*

Two Instalments:	Due Date of 1 <sup>st</sup> Instalment:	<b>June 30, 2015</b>
	Due Date of 2 <sup>nd</sup> Instalment:	<b>September 30, 2015</b>

*For Multi-Residential, Commercial and Industrial taxes payable outside of the Township's Pre-Authorized Payment Plans:*

Two Instalments:	Due Date of 1 <sup>st</sup> Instalment:	<b>July 31, 2015</b>
	Due Date of 2 <sup>nd</sup> Instalment:	<b>September 30, 2015</b>

*For Residential, Farm, Managed Forest and Pipeline taxes payable through the Township's Instalment Based Pre-Authorized Payment Plan:*

Two Instalments:      Due Date of 1<sup>st</sup> Instalment:    **July 2, 2015**  
                                 Due Date of 2<sup>nd</sup> Instalment:    **October 1, 2015**

*For Multi-Residential, Commercial and Industrial taxes payable through the Township's Instalment Based Pre-Authorized Payment Plan:*

Two Instalments:      Due Date of 1<sup>st</sup> Instalment:    **August 4, 2015**  
                                 Due Date of 2<sup>nd</sup> Instalment:    **October 1, 2015**

*For taxes payable through the Township's Monthly Pre-Authorized Payment Plan*

Six Instalments:      Instalments are due **the first business day of each month**  
                                 (July through December 2015)

- Notice of 2015 Final Levy shall be mailed at least 21 days prior to the due date of the 1<sup>st</sup> Instalment.
- Failure to pay the amount of taxes due on the dates stated above shall constitute default and the provisions of By-law 2012-02 (being a by-law to provide for penalties to be applied to current taxes due and unpaid and for interest to be applied to taxes in arrears) shall be applicable.
- The Treasurer is hereby authorized to mail, deliver or cause to be mailed or delivered, the notice of taxes due to the address of the residence or place of business of the person to whom such notice is required to be given.
- Taxes shall be payable to the Township.
- The Treasurer is authorized to accept part payment from time to time on accounts of any taxes due and to give a receipt for such payment, provided that acceptance of any such payment shall not affect the collection of any percentage charge imposed and collectable under By-law No. 2012-02 in respect of non-payment of any taxes or any class of taxes or of any instalment thereof.

**2015 Tax Rates**

- The 2015 tax ratios provided by the Region are as follows:

<u>Tax Class Description</u>	<u>Tax Ratio</u>	<u>Tax Class Description</u>	<u>Tax Ratio</u>
Residential	1.0000	Commercial	1.9500
Residential Farmland CI 1	1.0000	Shopping Centre	1.9500
Multi-Residential	1.9500	Industrial	1.9500
New Multi-Residential	1.0000	Industrial Farmland CI 1	1.0000
Farm	0.2500	Pipeline	1.1613
Managed Forest	0.2500		

- The 2015 sub-class reductions provided by the Region are as follows:

<u>Tax Class Description</u>	<u>Sub-Class Reduction</u>
Residential Farmland CI 1	65%
Industrial Farmland CI 1	65%
Excess Land (All Classes)	30%
Vacant Land (All Classes)	30%

- The 2015 tax rates are set as follows:

<u>Tax Code</u>	<u>Tax Code Description</u>	<u>Tax Rate</u>
RT	Residential Taxable: Full	0.00243740
R1	Residential Taxable: Farmland CI 1	0.00085309
MT	Multi-Residential Taxable: Full	0.00475293
NT	New Multi-Residential Taxable: Full	0.00243740
FT	Farm Taxable: Full	0.00060935
TT	Managed Forest Taxable: Full	0.00060935
CT	Commercial Taxable: Full	0.00475293
CU	Commercial Taxable: Excess Land	0.00332705
CX	Commercial Taxable: Vacant Land	0.00332705
XT	Commercial New Construction: Full	0.00475293
XU	Commercial New Construction: Excess Land	0.00332705
XX	Commercial New Construction: Vacant Land	0.00332705
ST	Shopping Centre Taxable: Full	0.00475293
SU	Shopping Centre Taxable: Excess Land	0.00332705
SX	Shopping Centre Taxable: Vacant Land	0.00332705
ZT	Shopping Centre New Construction: Full	0.00475293
ZU	Shopping Centre New Construction: Excess Land	0.00332705
ZX	Shopping Centre New Construction: Vacant Land	0.00332705
IT	Industrial Taxable: Full	0.00475293
IH	Industrial Taxable: Full, Shared PIL	0.00475293
IK	Industrial Taxable: Excess Land, Shared PIL	0.00332705
IU	Industrial Taxable: Excess Land	0.00332705
IX	Industrial Taxable: Vacant Land	0.00332705
I1	Industrial Taxable: Farmland CI 1	0.00085309
JT	Industrial New Construction: Full	0.00475293
JU	Industrial New Construction: Excess Land	0.00332705
JX	Industrial New Construction: Vacant Land	0.00332705
PT	Pipeline Taxable: Full	0.00283055

### **Severability**

- If a Court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of this by-law and it is hereby declared that the remainder of this by-law shall be valid and shall remain in full force and effect.

### **Coming to Force**

- This by-law rescinds By-Law 2015- 22 and shall come into force on the date of its passage by Council.

**READ** a first and second time in Open Council this 27<sup>th</sup> day of April, 2015.

**READ** a third time and finally passed in Open Council this 27<sup>th</sup> day of April, 2015.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk