



**TOWNSHIP OF WILMOT
COUNCIL AGENDA
MONDAY, APRIL 28, 2014**

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

1. MOTION TO CONVENE INTO CLOSED SESSION (IF NECESSARY)
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 7, 2014

Recommendation

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

Regular Council Meeting April 7, 2014.

7. PUBLIC MEETINGS
8. PRESENTATIONS/DELEGATIONS
 - 8.1 Peter Graham, CPA, CA
Mike Arndt, CPA, CA
Graham Mathews Professional Corporation LLP
Annual Financial Statements
 - 8.1.1 REPORT NO. FIN 2014-16
2013 Annual Financial Report

Recommendation

THAT Report FIN 2014-16 regarding the 2013 Annual Financial Report be received for information purposes.

9. REPORTS**9.1 CAO – no reports****9.2 CLERKS****9.2.1 REPORT NO. CL 2014-13
Willow Creek Bernedoodles
Kennel Application
3532 Erb's Rd. Baden
Township of Wilmot****Recommendation**

THAT the proposed variance to Township By-law 2008-01 to permit the licensing of a kennel for 20 Bernedoodle dogs at 3532 Erb's Rd. Baden be approved, subject to the applicant's (Ron and Janelle Kuepfer) completion of the following requirements prior to occupancy:

- 1) That a double hedgerow of austrees be planted between the kennel and the closest property owner's residential building at 3554 Erb's Rd, to act as a visibility screen and noise barrier;**
- 2) That a fenced outdoor exercise yard for the dogs be located on the south side of the kennel building;**
- 3) That the existing floor drains within the proposed kennel building be removed or sealed as per the direction of the Township's C.B.O.**

**9.2.2 REPORT NO. CL 2014-14
By-law Enforcement
Quarterly Activity Report
January to March, 2014****Recommendation**

THAT the Enforcement Activity Report for January 1st to March 31st, 2014 be received for information purposes.

**9.2.3 REPORT NO. CL 2014-15
Noise By-law Exemption Request
Kathann Stalkie, Propertyguys.com
23 Snyder's Road East, Baden****Recommendation**

THAT an exemption to the Noise By-law as requested by Kathann Stalkie of Propertyguys.com at 23 Snyder's Road East in Baden for the purpose of their Grand Opening event commencing Saturday, May 3, 2014 at approximately 12:00 noon to 3:00 p.m. be granted.

**9.2.4 REPORT NO. CL 2014-08
Kitchener-Waterloo Humane Society
Pound Facility Services Agreement**

Recommendation

THAT the Mayor and Clerk be authorized to enter into an agreement with Kitchener-Waterloo Humane Society (attached as Schedule "A" to Report CL2014-08) for the provision of pound facility services for the Township of Wilmot, and further;

THAT the term of the contract be for a five (5) year period, effective January 1, 2014 through to December 31, 2018.

9.3 FINANCE

**9.3.1 REPORT NO. FIN 2014-17
2014 Final Tax Levy By-Law**

Recommendation

THAT report FIN 2014-17, prepared by the Director of Finance, regarding the 2014 Final Tax Levy By-law be received.

9.4 PUBLIC WORKS

**9.4.1 REPORT NO. PW-2014-08
Main Street Reconstruction, New Dundee
Consulting Engineering Services**

Recommendation

THAT AECOM Canada Inc. be retained to provide consulting engineering services for the reconstruction of Main Street from Alderview Drive to Bridge Street in New Dundee as per their proposal dated April 10, 2014 for the fee of \$92,212.88, net of the HST rebate.

**9.4.2 REPORT NO. PW 2014-07
Roads Stake Truck**

Recommendation

THAT the tender submitted by Expressway Ford for a Ford F450 XL Stake Truck c/w Removable Aluminum Box in the amount of \$53,895.15, net of the HST rebate, be accepted.

**9.4.3 REPORT NO. PW-2014-06
Public Works Activity Report
January - March**

Recommendation

THAT the Public Works Department Activity Reports for the months of January, February and March 2014 be received for information.

9.5 DEVELOPMENT SERVICES

**9.5.1 REPORT NO. DS 2014-11
March Building Statistics**

Recommendation

THAT the March 2014 Building Statistics be received for information.

**9.5.2 REPORT NO. DS 2014-10
Annual Bill 124 Fee Report – 2013 Operations**

Recommendation

THAT Report DS 2014-10 be received for information.

9.6 FACILITIES AND RECREATION SERVICES

**9.6.1 REPORT NO. PRD-2014-05
Facilities & Recreation Services Quarterly Activity Reports**

Recommendation

THAT the Facilities & Recreation Services Activity Reports for the first quarter of 2014 be received for information.

9.7 FIRE – no reports

9.8 CASTLE KILBRIDE

**9.8.1 REPORT NO. CK 2014-03
Tender 2014-07. Exterior Repairs, Castle Kilbride**

Recommendation

THAT Nith Valley Construction be awarded Tender 2014-07 to repair the front porch and upper east balcony at Castle Kilbride for the bid price of \$72,790.

10. CORRESPONDENCE

- 10.1 Wilmot Family Resource Centre – Letter of Thanks Regarding 2014 Municipal Grant**
- 10.2 Grand River Conservations Authority – GRCA Current, April 2014**
- 10.3 Association of Municipalities of Ontario – Premier Announces \$29 Billion for Transit and Transportation Infrastructure**

Recommendation

THAT Correspondence Items 10.1 to 10.3 be received for information.

11. BY-LAWS

- 11.1 By-law No. 2014-17 – By-law to Establish the 2014 Final Tax Levy, 2014 Rates and Payment of Final Bills by Instalment
- 11.2 By-law No. 2014-18 – By-law to Authorize the Execution of an Agreement with the Kitchener-Waterloo Humane Society for Pound Facility Services

Recommendation

THAT By-law Nos. 2014-17 and 2014-18 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. 2014-19

Recommendation

THAT By-law No. 2014-19 to Confirm the Proceedings of Council at its Meeting held on April 28, 2014 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 MINUTES
MONDAY, APRIL 7, 2014**

**TELEVISED
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 Administrative 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, Manager of Accounting P. Kelly,
Assistant Curator S. Gropp, Senior Municipal Law Enforcement Officer D. Wallace,
Municipal Law Enforcement Officer K. Way**

1. MOTION TO CONVENE INTO CLOSED SESSION (IF NECESSARY)

2. MOTION TO RECONVENE IN OPEN SESSION

3. MOMENT OF SILENCE

Following the moment of silence, Mayor L. Armstrong welcomed the audience viewing at home to the Council Meeting and thanked Rogers Cable 20 for broadcasting the meeting.

4. ADDITIONS TO THE AGENDA

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

None disclosed.

6. MINUTES OF PREVIOUS MEETINGS

6.1 Council Meeting Minutes March 24, 2014

Resolution No. 2014-64

Moved by: B. Fisher

Seconded by: M. Murray

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

Regular Council Meeting March 24, 2014.

CARRIED, AS AMENDED.

Councillor A. Junker advised that the questions concerning the box culvert on Haysville Road were asked by him and requested that the Minutes be changed to reflect this.

7. PUBLIC MEETINGS

8. PRESENTATIONS/DELEGATIONS

8.1 Willow Creek Kennel Application

8.1.1 REPORT NO. CL 2014-07 Willow Creek Bernedoodles Kennel Application 3532 Erb's Rd. Baden Township of Wilmot

Resolution No. 2014-65

Moved by: P. Roe

Seconded by: A. Junker

THAT Report No C12-14-07 be received for information.

CARRIED.

Mayor L. Armstrong announced that this is a public consultation being held pursuant to By-law No. 2008-01 to consider an application for a new kennel by Ron and Janelle Kuepfer of 3532 Erb's Road in Baden for 20 Bernedoodle dogs. He advised that the adjacent property owners within 150 meters of the subject property had been notified of the application and will be given an opportunity to provide comment on the application.

The Director of Clerk's Services highlighted the report.

Mayor L. Armstrong asked if anyone wished to speak on the application. No one came forward.

Mayor L. Armstrong asked if the applicant wished to address to Council.

Ron Kuepfer, 3532 Erb's Road

Mr. Kuepfer advised Council that he has spoken with his two closest neighbours and that he provided them with the details of his plans for the kennel. He explained to Council what type of dogs he will be breeding and what the general temperament of the dog is. He also told Council that he will gladly address any concerns his neighbours may have with the kennel, if and when they occur.

Mr. Kuepfer responded to Councillor P. Roe regarding the distance requirement shortfall by stating that he had spoken with his neighbour on the matter and that, his understanding was, his neighbour's concerns were not over the distance so much as the notification process regarding the distance requirement shortfall. Mr. Kuepfer requested that Mr. Etue elaborate.

Michael Etue, 3554 Erb's Road

Mr. Etue, the closest neighbour, advised Council that his concerns were in regards to understanding the requirements of the by-law, the notification of the distance requirement shortfall and his ability to raise potential future concerns with the kennel. He stated that it would be his intention to discuss any matters

with Mr. Kuepfer directly, if the need arises, but wants to know that he would still have an avenue for resolving concerns in the future.

Mayor L. Armstrong advised Mr. Etue that the Township would want to have the neighbours in favour of the kennel but it is Council that would grant the approval. As to the distance requirement, Mayor L. Armstrong noted that it was an error on the application that would have been detected by staff by this point in the process.

The Director of Clerk's Services advised that the applicant intends to place the outdoor pen for the dogs on the south side of the kennel building and that some noise will be mitigated by the structure.

Mr. Kuepfer added with regards to noise that he had spoken with other breeders that the Bernedoodle breed is a relatively calm and quiet dog. As with most dogs, visual and auditory cues are what can cause barking and that he will use screens and insulation on the structure to mitigate noise. He concluded by stating that his last resort would be to use an anti-bark collar.

Mayor L. Armstrong noted that, if the licence is granted, any concerns that are raised would still be addressed by staff as required.

The Director of Clerk's Services advised Council that staff conducts two inspections annually and would conduct more if required to address concerns.

Councillor J. Gerber suggested that an agreement between neighbours would be a positive action to take.

**8.2 Paul Mackie, Treasurer
Anthony Richardson, President
Gregg Murtagh, Director
New Hamburg Lion's Club Cheque Presentation
Wilmot Recreation Complex Donation**

Mr. Mackie introduced himself and the other members of the New Hamburg Lion's Club in attendance. He then presented Mayor L. Armstrong with a donation cheque for \$15,000. The Club had pledged \$75,000 over ten years to the Wilmot Recreation Complex and this cheque represented the final two payments.

**8.3 Nick Bogaert, Chair
Heritage Wilmot Advisory Committee
Council Update**

Mr. Bogaert provided Council with a highlight of the Heritage Walking Tour programs assembled by the Heritage Wilmot Advisory Committee. He showed Council the original brochures and the new brochures which have been updated as new information had become available for the three settlement areas. He summarized the content of the individual brochures and how they tie together with a "master map" for the Heritage Walking Tours.

Mayor L. Armstrong stated that the brochures have been very well done and are impressive.

Councillor B. Fisher noted how Wilmot is an area that is rich with history and that this is a great program for visitors. He congratulated the Committee on their work.

Councillor A. Junker echoed the sentiments of the other members of Council and thanked Mr. Bogaert for his leadership on the Committee. He commended the Committee on their great work and expressed his opinion on the visual appeal of the brochures with the historic photos.

**8.4 Cassidy Egerdeen, Relay for Life Event Chair
Nick Kuttis, Incoming Co-President
Waterloo Oxford Youth Activity Council
Relay For Life**

**8.3.1 REPORT NO. CL 2014-10
Noise By-law Exemption Request
Waterloo-Oxford District Secondary School, Baden
Relay for Life Event**

Resolution No. 2014-66

Moved by: M. Murray

Seconded by: J. Gerber

THAT an exemption to the Noise By-law as requested by Waterloo – Oxford District Secondary School, Baden for the purpose of the ‘Relay for Life’ Event commencing Friday, May 9, 2014 at approximately 7:00 p.m. to 7:00 a.m. on Saturday, May 10, 2014 be granted.

CARRIED.

Councillor J. Gerber introduced Miss Egerdeen and Mr. Kutis to provide Council with an overview of the Relay for Life event.

Mr. Kuttis provided Council with an overview of the fundraising aspect of the event and Miss Egerdeen highlighted the various components of the event itself. A short video was played for Council that showed highlights from the event that occurred in 2012. Miss Everdeen discussed the activities that have already occurred in conjunction with the Relay for Life and what will be happening leading up to the event. She advised Council of the \$354,000 in funds that Waterloo-Oxford has raised since 2010 through the Relay for Life. Mr. Kuttis concluded the presentation by expressing their appreciation for the Township’s support of the event.

Councillor A. Junker advised that he attended the event two years ago and that he was impressed with the event and congratulated the students on doing such a great job in raising funds for cancer research.

Councillor P. Roe stated that he had also attended the 2012 event but will be unable to attend this year. He noted how his family had been personally touched by cancer and that he is glad to see progress is being made.

9. REPORTS

9.1 CAO – no reports

9.2 CLERKS

**9.2.1 REPORT NO. CL 2014-11
Castle Kilbride Summer Concert Series Noise By-Law Exemption
and Amending By-law Update**

Resolution No. 2014-67

Moved by: A. Junker

Seconded by: P. Roe

THAT an exemption to By-law 98-21, being a By-law to Regulate Noise in the Township of Wilmot, be granted to Castle Kilbride for summer evening events occurring July 3, 10, 17, 24, 31 and August 7, 14, 21, 28 2014 from 7:00 p.m. to 8:00 p.m. concerning amplified live music;

AND FURTHER THAT Schedule A of By-law No. 2007-17 be amended to include the Castle Kilbride Summer Concert Series and to remove the Bridging the Gap Arts and Music Festival.

CARRIED.

The Deputy Clerk highlighted the report.

Mayor L. Armstrong noted for Council that the list of concerts and performers is posted on the Castle Kilbride website.

**9.2.2 REPORT NO. CL 2014-12
Appointment of Engineer
Petition for Municipal Drainage Works
For Lands East Side of Trussler Road, Mannheim
(Between Ottawa Street / Bleams Road and Highway 7 & 8)
Township of Wilmot, Regional Municipality of Waterloo**

Resolution No. 2014-68

Moved by: M. Murray

Seconded by: B. Fisher

THAT Dietrich Engineering of 155 Frobisher Drive, Waterloo be appointed as the Engineer relative to the Petition from the Region of Waterloo and Activa Group regarding 468 Trussler Road, Mannheim (Part Lot 46, German Company Tract), City of Kitchener (westerly part of parcel on the east side of the road approximately halfway between Ottawa Street / Bleams Road and Highway 7 & 8) and be authorized to prepare a report under Section 8 (1) of the Drainage Act, R.S.O. 1990, Chapter D. 17.

CARRIED.

The Deputy Clerk highlighted the report.

9.3 FINANCE

**9.3.1 REPORT NO. FIN 2014-15
Statement of Operations as of March 31, 2014 (un-audited)**

Resolution No. 2014-69

Moved by: A. Junker

Seconded by: J. Gerber

THAT the Statement of Operations as of March 31, 2014, 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 – no reports

9.6 FACILITIES AND RECREATION SERVICES

**9.6.1 REPORT NO. PRD-2014-04
Funding from the Ontario Trillium Foundation**

Resolution No. 2014-70

Moved by: M. Murray

Seconded by: A. Junker

THAT the Mayor and Clerk be authorized to execute the agreement between the Corporation of the Township of Wilmot and the Ontario Trillium Foundation for funding towards the construction of the Wilmot Splashpad.

CARRIED.

Mayor L. Armstrong noted that the amount of the funding received from the Ontario Trillium Foundation was \$130,000.

9.7 FIRE

**9.7.1 REPORT NO. FI 2014-04
Quarterly Activity Report**

Resolution No. 2014-71

Moved by: P. Roe

Seconded by: M. Murray

THAT the Fire Department Activity Report for the first quarter of 2014 be received for information purposes.

CARRIED.

**9.7.2 REPORT NO. FI 2014-03
Fire Service Facility Needs Assessment**

Resolution No. 2014-72

Moved by: A. Junker

Seconded by: M. Murray

THAT Council endorse the Fire Service Facility Needs Assessment, as prepared by Emergency Management and Training Inc. (EMT); and further

THAT the recommendations included within the report be incorporated into the Township of Wilmot 10-year Capital Forecast for Fire Services.

CARRIED.

The Fire Chief highlighted the report.

Councillor B. Fisher stated that he was pleased to see the report and that the Township will be investing in the facilities. He further noted how the Wilmot Firefighters are a community minded group who give back to the community in a number of ways.

Councillor P. Roe indicated that he felt this is a very comprehensive report and that it is a sensible plan to allocate the maintenance costs over a number of years. He cited this plan as another example of responsible facility maintenance practice for the Township.

9.8 CASTLE KILBRIDE

9.8.1 REPORT NO. CK 2014-02 Quarterly Activity Report – January, February & March 2014

Resolution No. 2014-73

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 and advised Council of the new exhibit in the Castle, Flax Empire: 150th of J&J Livingston Linseed Oil.

10. CORRESPONDENCE

- 10.1 Grand River Conservations Authority – Grand Actions, March/April 2014**
- 10.2 Grand River Conservations Authority – Annual General Meeting, February 28, 2014**
- 10.3 Association of Municipalities of Ontario – Bill 69, The Prompt Payment Act Put Aside; Government Announces Construction Liens Act Review**

Resolution No. 2014-74

Moved by: B. Fisher

Seconded by: M. Murray

THAT Correspondence Items 10.1 to 10.3 be received for information.

CARRIED.

11. BY-LAWS

- 11.1 By-law No. 2014-14 – By-law to Authorize the Execution of the Agreement with the Ontario Trillium Fund**
- 11.2 By-law No. 2014-15 – By-Law To Amend Schedule A Of By-Law 2007-17, Permanent Exemptions To The Noise By-Law**

Resolution No. 2014-75**Moved by: M. Murray****Seconded by: P. Roe****THAT By-law Nos. 2014-14 and 2014-15 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 Councillor J. Gerber advised Council that this is National Volunteer Week. He noted that Wilmot has many wonderful volunteers that work with many different organizations. He expressed his thanks for the work they do.

Mayor L. Armstrong echoed Councillor J. Gerber's comments and spoke of how much volunteers add to a community.

- 13.2 Councillor B. Fisher requested that the Director of Public Works and the Fire Chief provide their staff with his commendation for the excellent work they have done in recent months given the severe winter and the toll it has taken on the roads and the unfortunate increase in fires that have occurred in Wilmot.

- 13.3 Mayor L. Armstrong advised Council of the Open House occurring on April 15 from 7:00 to 9:00 P.M. at the New Hamburg Community Centre and Arena to unveil the renovation works completed thanks to the Federal Economic Development Agency for Southern Ontario Funding.

14. BUSINESS ARISING FROM CLOSED SESSION**15. CONFIRMATORY BY-LAW****15.1 By-law No. 2014-16****Resolution No. 2014-76****Moved by: M. Murray****Seconded by: A. Junker****THAT By-law No. 2014-16 to Confirm the Proceedings of Council at its Meeting held on April 7, 2014 be introduced, read a first, second, and third time and finally passed in Open Council.****CARRIED.**

16. ADJOURNMENT (7:58 P.M.)

Resolution No. 2014-77

Moved by: P. Roe

Seconded by: M. Murray

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

CARRIED.

Mayor

Clerk



Township of Wilmot

REPORT

REPORT NO. FIN 2014-16
TO: Council
PREPARED BY: Rosita Tse, Director of Finance
DATE: April 28, 2014
SUBJECT: 2013 Annual Financial Report

Recommendation:

That Report FIN 2014-16 regarding the 2013 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, 2014. 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 2013, and the year end audit was completed in March 2014.

Attached to this report is the 2013 audited financial report for the Township of Wilmot, dated April 28, 2014 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 2014. This funding source of \$1,067,200 is essential for the Township to maintain the operating requirements outlined within the 2014 budget.

Conclusion:

Upon Council approval, a copy of the 2013 Audited Financial Statements together with the FIR will be submitted to the Ministry of Municipal Affairs and Housing.



Rosita Tse, Director of Finance


Reviewed by CAO

Financial Statements of

**THE CORPORATION OF THE
TOWNSHIP OF WILMOT**

Year ended December 31, 2013

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)

	2013	2012	2011	2010	2009	2008
POPULATION at the end of the year	20,541	20,286	20,035	19,621	19,151	18,731
AREA in acres at the end of the year	65,767	65,767	65,767	65,767	65,767	65,767
EMPLOYEES - continuous full time	60	56	54	55	55	55
NUMBER of households	7,604	7,500	7,420	7,267	7,093	6,937
ASSESSMENT - Taxable assessment upon which the year's rates of taxation were set						
Residential, multi-residential and farm	2,528,385	2,358,972	2,180,301	1,991,036	\$1,841,855	\$1,684,512
Commercial - all classes	107,291	105,698	99,027	93,815	\$85,959	\$81,620
Industrial - all classes	40,314	38,149	35,192	33,571	\$30,309	\$26,516
Pipeline & Managed Forests	11,014	10,552	9,919	9,449	\$8,721	\$8,215
Total	<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>	<u>\$1,800,863</u>
Per capita	\$130,812	\$123,897	\$116,019	\$108,449	\$102,702	\$96,143
Commercial and industrial, as a percentage of taxable assessment	5%	6%	6%	6%	6%	6%
Exempt assessment	\$ 93,708	\$ 91,226	\$ 84,746	\$ 78,035	\$63,940	\$61,505
TAX ARREARS -per capita	\$57.40	\$70.20	\$72.60	\$71.80	\$65.10	\$72.20
- percentage of current levy	4.16%	5.24%	5.54%	5.54%	5.08%	5.85%
EXPENDITURE -general municipal purposes	\$ 11,340	\$ 10,795	\$ 10,336	\$ 9,611	\$9,521	\$8,293
TRANSFERS TO THE REGION	\$ 15,016	\$ 14,584	\$ 13,697	\$ 13,347	\$12,655	\$11,776
TRANSFERS TO THE SCHOOL BOARDS	\$ 7,424	\$ 7,352	\$ 7,139	\$ 7,146	\$7,006	\$6,692
REVENUE FOR GENERAL MUNICIPAL SERVICES						
Taxation	\$ 6,726	\$ 6,564	\$ 6,217	\$ 5,968	\$5,717	\$5,447
Payment in lieu of taxes	157	161	165	166	166	166
Government grants	1,706	3,235	6,660	2,537	1,643	1,104
Fees and service charges	3,908	4,026	3,765	2,992	3,099	2,888
Equity income from Kitchener Power Corporation	642	710	702	484	(584)	218
Other	1,690	1,213	1,618	1,062	1,461	1,001
Total	<u>\$ 14,829</u>	<u>\$ 15,908</u>	<u>\$ 19,127</u>	<u>\$ 13,209</u>	<u>\$11,502</u>	<u>\$10,824</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)

	2013	2012	2011	2010	2009	2008
NET LONG TERM LIABILITIES						
General municipal activities	\$60	\$739	\$1,005	\$1,266	\$1,524	\$1,778
- per capita	\$3	\$36	\$50	\$65	\$80	\$95
- percentage of taxable assessment	0.00%	0.03%	0.05%	0.06%	0.08%	0.10%
- Municipal enterprises	Nil	Nil	Nil	Nil	Nil	Nil
CHARGES FOR NET LONG TERM LIABILITIES						
General municipal activities	\$269	\$266	\$261	\$258	\$255	\$252
-per capita	\$13	\$13	\$13	\$13	\$13	\$13
-as a tax rate	\$0.100	\$0.106	\$0.112	\$0.121	0.130	0.140
ACCUMULATED SURPLUS						
- OPERATING FUND	\$1,515	\$859	\$251	(\$1,090)	\$1,954	n/a
- TANGIBLE CAPITAL ASSETS	\$104,288	\$107,228	\$108,252	\$103,126	\$98,711	\$97,751
- RESERVES AND RESERVE FUNDS	\$5,103	\$4,449	\$2,552	\$5,270	\$5,940	\$8,589
- KITCHENER POWER CORPORATION	\$15,398	\$15,041	\$14,614	\$14,168	\$13,683	\$14,267
DEFERRED REVENUES	\$1,616	\$877	\$869	\$1,137	\$1,068	\$631



Management Responsibility for Financial Reporting


For the Year ended December 31, 2013


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 28, 2014 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 Administrator 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, 2013, 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, 2013, 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 28, 2014

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, 2013

	2013	2012
		(Restated note 11)
Financial Assets		
Cash	\$ 8,037,663	\$ 6,973,909
Taxes receivable	1,178,701	1,424,617
Accounts receivable	1,416,951	1,288,082
Investment in Kitchener Power Corp. (note 6)	15,398,273	15,041,133
	26,031,588	24,727,741
Liabilities		
Accounts payable and accrued liabilities	1,493,925	1,809,025
Deferred revenue	1,189,719	1,159,895
Deferred revenue - obligatory reserve funds (note 8)	1,616,057	876,879
Net long-term liabilities (note 9)	60,206	738,864
	4,359,907	4,584,663
Net Financial Assets	\$ 21,671,681	\$ 20,143,078
Non-Financial Assets		
Tangible capital assets (note 7)	104,287,740	107,227,627
Inventories and supplies	180,498	167,671
Prepaid expenses	163,822	39,135
	104,632,060	107,434,433
Accumulated Surplus (note 12)	\$ 126,303,741	\$ 127,577,511

See accompanying notes to financial statements.

Approved on behalf of Council

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Statement of Operations and Accumulated Surplus

Year ended December 31, 2013

	2013	2012 (Restated note 11)
Revenues		
Taxation	\$ 6,725,716	\$ 6,563,778
Taxation from other governments	157,066	161,154
User fees and charges	3,907,766	4,025,787
Government transfer		
Canada	23,342	8,450
Ontario	1,092,459	1,211,224
Investment income	449,457	407,499
Interest and penalties on taxes	270,866	310,087
Other	72,246	38,440
	12,698,918	12,726,419
Expenses		
General Government	2,406,119	2,225,248
Protection to persons and property	1,884,502	1,707,168
Transportation services	4,698,065	5,000,249
Environmental services	2,068,212	1,556,591
Health services	42,857	53,772
Recreation and cultural services	4,737,880	4,601,870
Planning and development	264,864	250,634
	16,102,499	15,395,532
Net expenses before other income (expense)	(3,403,581)	(2,669,113)
Other income (expense)		
Grants and transfers related to capital		
Deferred revenue earned- capital	343,972	536,208
Grants and transfers - Canada	524,450	1,248,159
Grants and transfers - Ontario	65,782	767,584
Loss on disposal of tangible capital assets	(5,688)	(130,616)
Change in equity in Kitchener Power Corp.	641,790	709,690
Donations	104,071	31,150
Sinking fund investment income	409,445	
Interest earned on reserve funds	45,989	19,905
	2,129,811	3,182,080
Annual Surplus (Deficit)	(1,273,770)	512,967
Accumulated Surplus, beginning of the year (note 11(d))	127,577,511	127,064,544
Accumulated Surplus, end of the year (note 11(d))	\$ 126,303,741	\$ 127,577,511

See accompanying notes to financial statements.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Statement of Change in Net Financial Assets

Year ended December 31, 2013

	2013	2012
		(Restated note 11)
Annual Surplus (Deficit)	\$ (1,273,770)	\$ 512,967
Amortization of tangible capital assets	4,762,344	4,600,157
Acquisition of tangible capital assets	(1,828,145)	(2,310,707)
Loss on disposal of tangible capital assets	5,688	130,616
Change in inventories and supplies	(12,827)	(96,340)
Change in prepaid expense	(124,687)	8,298
Increase In Net Financial Assets	1,528,603	2,844,991
Net Financial Assets, beginning of year	20,143,078	17,298,087
Net Financial Assets, end of year	\$ 21,671,681	\$ 20,143,078

See accompanying notes to financial statements.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Statement of Cash Flows

Year ended December 31, 2013

	2013	2012
		(Restated note 11)
Operating activities		
Annual Surplus (Deficit)	\$ (1,273,770)	\$ 512,967
Sources (uses)		
Taxes receivable	245,916	30,198
Accounts receivable	(128,869)	362,126
Accounts payable and accrued liabilities	(315,100)	(468,108)
Deferred revenue	769,002	(14,180)
Prepaid expenses	(124,687)	8,298
Inventories and supplies	(12,827)	(96,340)
	(840,335)	334,961
Non-cash changes to operations		
Amortization	4,762,344	4,600,157
Loss on sale of tangible capital assets	5,688	130,616
	3,927,697	5,065,734
Capital activities		
Acquisition of tangible capital assets	(1,828,145)	(2,310,707)
Investing activities		
Net increase in investments	(357,140)	(427,590)
Financing activities		
Debt repayment	(678,658)	(265,789)
Net increase in cash	1,063,754	2,061,648
Cash, beginning of year	6,973,909	4,912,261
Cash, end of year	\$ 8,037,663	\$ 6,973,909

See accompanying notes to financial statements.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements

Year ended December 31, 2013

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, 2013

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, 2013

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, 2013

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	\$ 7,313,937	\$ 14,910,524
Share of payments in lieu of taxes	109,713	105,030
Payment	\$ 7,423,650	\$ 15,015,554
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 \$469,570 (2012 - \$416,540) 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 2013 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 2013 was \$402,105 (2012 - \$345,940) 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, 2013

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

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

	2013	2012
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	3,962,605	3,535,015
	15,041,133	14,613,543
Share of net income for year	641,790	709,690
Dividends received in year	(284,650)	(282,100)
Cost of investment	\$ 15,398,273	\$ 15,041,133

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.:

	2013	2012
	(in thousands)	(in thousands)
Current assets	\$ 77,749	\$ 65,084
Long-term assets	188,757	193,168
Total assets	\$ 266,506	\$ 258,252
Current liabilities	43,653	33,529
Long-term liabilities	101,128	107,606
Total liabilities	144,781	141,135
Net assets	\$ 121,725	\$ 117,117

	2013	2012
	(in thousands)	(in thousands)
Results of operations:		
Revenues	\$ 228,896	\$ 213,732
Operating expenses	(220,615)	(204,575)
Net income	\$ 8,281	\$ 9,157
Township's share of net income - 7.75%	\$ 642	\$ 710

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2013

7. Tangible Capital Assets

	Cost	Accumulated Amortization	Net Book Value 2013	Net Book Value 2012 (Restated Note 11)
Land	\$ 10,320,181	\$	\$ 10,320,181	\$ 10,320,181
Land Improvements	3,141,780	1,270,293	1,871,487	1,731,348
Buildings	33,226,756	7,174,416	26,052,340	26,868,280
Machinery & Equipment	2,244,566	1,558,320	686,246	818,008
Vehicles	5,283,635	3,540,330	1,743,305	1,821,741
Infrastructure	114,985,013	52,376,694	62,608,319	65,292,421
	169,201,931	65,920,053	103,281,878	106,851,979
Assets under Construction	1,005,862		1,005,862	375,648
Total	\$170,207,793	\$ 65,920,053	\$ 104,287,740	\$ 107,227,627

During the year, there was no land contributed to the Township by subdividers (\$nil in 2012). 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 \$4,762,344 (\$4,600,157 in 2012).

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:

	2013	2012
Recreational parkland (The Planning Act)	\$ 1,247,374	\$ 1,225,867
Development charges and sub-dividers contributions	559,621	(274,749)
Federal Gas Tax	9,939	9,882
Building Department (Bill 124)	(200,877)	(84,121)
	\$ 1,616,057	\$ 876,879

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2013

8. Deferred revenue - obligatory reserve funds (continued)

(b) Continuity schedule:

	2013	2012
Revenue		
Development charges and user fees	\$ 1,061,814	\$ 554,800
Federal Gas Tax funding	524,450	524,450
Investment income	21,337	11,418
	1,607,601	1,090,668
Deferred revenue recognized	(868,423)	(1,083,157)
Change in deferred revenue	739,178	7,511
Deferred revenue, beginning of year	876,879	869,368
Deferred revenue, end of year	\$ 1,616,057	\$ 876,879

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:

	2013	2012
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	\$ 1,560,371	\$3,743,963
Of the long-term liabilities shown above, the responsibility for payment of principal and interest charges that has been assumed by individuals amounts to	(1,500,165)	(1,581,999)
Value of sinking fund investments		(1,423,100)
Net long-term liabilities at end of year	\$ 60,206	\$738,864

During the year, the debenture debt incurred in 1993 relating to the construction of the Administration Complex, matured. The value of the sinking fund investments which the Township accumulated over a ten year period was redeemed and applied to retire the outstanding principal of the debenture debt. Interest earned on the sinking fund investments amounting to \$409,445 is included in the statement of operations and accumulated surplus.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2013

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:

	2014 to 2018	2019 and thereafter	Total
From general municipal revenues	\$ 60,206		\$ 60,206
From benefiting landowners	472,030	1,028,135	1,500,165
	\$ 532,236	\$ 1,028,135	\$ 1,560,371

- (c) The long-term liabilities incurred after January 1, 1993 have been approved by by-law and are within the annual limit prescribed by the Ministry of Municipal Affairs and Housing. Net long-term debt maturing in 2014 amounts to \$60,206.
- (d) 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, 2013 is \$1,500,165 (2012 - \$1,581,999).
- (e) Interest charges for 2013 amounted to \$169,590 (2012 - \$173,457) 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 (2012 - \$10,000) for any individual claim and \$10,000 (2012 - \$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 \$86,470 (2012 - \$35,137) were settled and insurance premiums of \$255,735 (2012 - \$230,937) 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, 2013

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:

	2013	2012
		(Restated note 11)
Salaries, wages and employee benefits	\$ 6,531,814	6,234,320
Net long-term debt interest charges	169,590	173,457
Materials	4,500,769	4,271,981
Amortization	4,762,344	4,600,157
Contracted services	93,893	67,245
Extended transfers	44,089	48,372
	<u>\$ 16,102,499</u>	<u>15,395,532</u>

(b) Budget Figures

Council has approved operating budgets for 2013 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, 2013

11. Other explanatory notes (continued)

	Budget 2013	Actual 2013	Actual 2012
Revenues			
Mayor and Council	\$ -	\$ -	\$ -
Office of the CAO	91,000	89,299	87,817
Financial Services	350,590	318,118	359,104
Program Support	8,358,356	8,424,467	8,483,388
Fire Services	60,770	40,024	66,410
Transportation and Public Works	107,450	78,904	96,487
Environmental Services	4,075,846	3,949,781	3,839,222
Health Services	65,150	63,827	62,748
Recreation and Cultural Services	1,449,136	1,496,653	1,397,833
Planning Services	595,250	543,345	551,477
Total revenues	\$ 15,153,548	\$ 15,004,418	\$ 14,944,486
Expenses			
Mayor and Council	\$ 139,904	\$ 133,437	\$ 137,806
Office of the CAO	385,047	422,156	415,239
Financial Services	615,104	613,169	608,675
Program Support	2,788,506	2,721,007	3,263,961
Fire Services	961,704	964,147	870,905
Transportation and Public Works	1,664,631	1,736,298	1,626,487
Environmental Services	4,075,846	3,949,780	3,839,222
Health Services	65,150	63,827	62,748
Recreation and Cultural Services	3,823,441	3,759,708	3,539,227
Planning Services	634,215	640,889	580,216
Total expenses	\$ 15,153,548	\$ 15,004,418	\$ 14,944,486
Annual Surplus	\$ -	\$ -	\$ -

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2013

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:

	2013	2012
		(Restated note 11)
Annual Surplus (Deficit) under PSAB	\$ (1,273,770)	\$ 512,967
Less:		
Grants and transfer related to capital	953,868	2,721,934
Deferred revenue, net change	227,650	351,418
Contribution from developers	45,987	184,790
Tangible capital assets additions	1,828,145	2,310,707
Increase in Government Business Enterprises	741,127	427,590
Debt principal repayment	678,658	265,789
	4,475,435	6,262,228
Add:		
Amortization	4,762,344	4,600,157
Capital expenses	981,173	1,018,488
Loss on disposal of capital assets	5,688	130,616
	5,749,205	5,749,261
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, 2013

11. Other explanatory notes (continued)

(d) Restatement of prior years

During 2013 the following changes, requiring retroactive re-statement of prior years' audited figures, were identified.

Management noted certain tangible capital assets previously inventoried by the Township were undervalued in the initial reporting of them. In addition, the useful life of these same assets was revised from 40 years to 60 years. The error was corrected retroactively, and as a result, the opening accumulated surplus for 2012 has been increased by \$1,395,801 and the surplus for 2012 has been increased by \$51,846 to reflect the total increase to the net book value of tangible capital assets amounting to \$1,447,647 as presented below.

Accumulated surplus, January 1, 2012

Previously reported	\$ 125,668,743
Tangible capital asset adjustment	<u>1,395,801</u>
As restated	<u>\$ 127,064,544</u>

Annual surplus for year, 2012

Previously reported	\$ 461,121
Reduction in amortization of tangible capital assets	<u>51,846</u>
As restated	<u>\$ 512,967</u>

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2013

12. Accumulated surplus

	2013	2012
		(Restated note 11)
Reserve and Reserve Funds		
Baden West noise wall	67,242	66,487
Capital Replacement Reserve - Equipment	896,843	862,078
Capital Equipment Reserve - Facilities	1,081,110	963,890
Capital Replacement Reserve - Roads	897,722	783,274
Cemetery Reserve Fund	(79,467)	(106,340)
Elections	37,792	26,383
Hamilton Road noise wall	133,031	131,536
Heritage lighting	5,409	5,348
Heritage Wilmot	1,165	1,155
Information Technology	3,972	5,905
Self-Insurance	236	20,009
Street Lighting	47,043	46,514
Wastewater	675,872	580,894
Water	812,283	429,478
Water Meters	138,679	145,853
Winter Maintenance	714	103,538
Working Funds	383,388	383,388
Total Reserves and Reserve Funds	5,103,034	4,449,390
Surplus		
Invested in tangible capital assets	104,287,740	107,227,627
Operating Fund	16,912,967	15,900,494
Total Surplus	121,200,707	123,128,121
Accumulated Surplus	\$ 126,303,741	\$ 127,577,511

Trust Funds Financial Statements of

**THE CORPORATION OF THE
TOWNSHIP OF WILMOT**

Year ended December 31, 2013

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, 2013, 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, 2013, and the continuity of Trust Funds for the year then ended in accordance with Canadian public sector accounting standards.



Cambridge, Ontario
April 28, 2014

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 Continuity

Year ended December 31, 2013

	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	Baden Fire Brigade	ND Park Improvement	Kropf/Baden Cemetery	Forest Glen Trail	TOTALS	
															2013	2012
Opening Balance	286,974	44,545	17,884	11,288	-	8,717	32,139	2,095	218	-	-	10,485	2,195	-	416,540	417,844
Receipts:																
Donations			9,290				150		600	863	67			50,000	60,970	13,246
Care & Maintenance	8,932														8,932	16,227
Transfer from Revenue Fund					14,850	600									15,450	7,975
Investment income	4,265	553	220	101	127	121	460	31	8	13		126	33	435	6,493	5,463
	13,197	553	9,510	101	14,977	721	610	31	608	876	67	126	33	50,435	91,845	42,911
Expenditures:																
Transfer to Revenue Fund	4,265	11,000	10,962	7,425							67	3,170			36,889	44,095
Transfer to Others							402								402	
Financial Assistance Grants						1,524									1,524	120
	4,265	11,000	10,962	7,425	-	1,524	402	-	-	-	67	3,170	-	-	38,815	44,215
Ending 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

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Trust Funds Statement of Financial Position

December 31, 2013

	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	Baden Fire Brigade	ND Park Improvement	Kropf/Baden Cemetery	Forest Glen Cemetery	TOTALS	
															2013	2012
Assets																
Cash	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
	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
Liabilities and Fund Balances																
Fund 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
	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

See accompanying notes to financial statements

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Trust Funds Financial Statements

Year ended December 31, 2013

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.



Township of Wilmot **REPORT**

REPORT NO. CL2014-13

TO: Council

PREPARED BY: Barbara McLeod, Director of Clerk's Services

DATE: April 28, 2014

SUBJECT: Willow Creek Bernedoodles
Kennel Application
3532 Erb's Rd. Baden
Township of Wilmot

Recommendation:

That the proposed variance to Township By-law 2008-01 to permit the licensing of a kennel for 20 Bernedoodle dogs at 3532 Erb's Rd. Baden be approved, subject to the applicant's (Ron and Janelle Kuepfer) completion of the following requirements prior to occupancy:

- 1) That a double hedgerow of austrees be planted between the kennel and the closest property owner's residential building at 3554 Erb's Rd, to act as a visibility screen and noise barrier;
- 2) That a fenced outdoor exercise yard for the dogs be located on the south side of the kennel building;
- 3) That the existing floor drains within the proposed kennel building be removed or sealed as per the direction of the Township's C.B.O.

Background:

The public consultation for this application was held on April 7, 2014. Notice of the Council Meeting to consider a report and recommendation on the application was given to property owners within 120 metres of the boundaries of the subject kennel on April 22, 2014 and all supporting material was included in the process. This report was made available on the Township's website on April 24, 2014. No comments were received at the time of this Report.

Summary of Comments Received on April 7, 2014 Public Constulation and Prior To:

Mike Etue, 3554 Erb's Rd., Baden

Public Forum

- Cited concerns about the distance shortfall from the kennel to his residential home as it pertains to the by-law and how this is to be addressed.
- The applicant mentions that trees or a barrier may be put up but Mr. Etue has concerns that there was nothing formally presented or discussed with him.
- The dogs are supposedly good natured breeds and ultimately he does not have concerns with them but what about in the future if there are issues and he agrees to the kennel, does it waive his rights?
- He will work out any potential problems with the kennel owner first but was concerned about options if no resolution is reached.

Prior to April 7th:

- Requested clarification about the process associated with a new kennel application relative to potential noise resolution, waste management, unmet criteria under the by-law and changes to number of dogs.

Discussion:

The property is zoned Zone 1 (Agricultural) under By-law 83-38, as amended; a kennel is a permitted use within the agricultural zone. The actual distance between the subject kennel and the closest habitable building (being approximately 121 metres) does not meet the 150 metre requirement of the Township's By-law 2008-01 to Regulate the Keeping of Dogs/Kennels. An inspection conducted by Township Bylaw Officers found that an existing hay storage building has been converted to the proposed kennel. The Township's C.B.O. has advised that the existing floor drains within the proposed kennel building must be removed or sealed prior to occupancy.

Due to the shortfall in distance requirements, the applicant has advised staff of his intentions (attached as Appendix 'A' to this report) to plant a double hedgerow of austrees (hybrid willow trees) along approximately 300' of the property line between the kennel and 3554 Erb's Rd. – (the closest adjacent property) within one month of the approval of the kennel, weather permitting and prior to occupancy. This proposed measure will act as a visibility screen to prevent the dogs from seeing activity that may create barking, thereby precluding potential noise. The applicant has also advised that he intends to construct a fenced outdoor yard for the dogs on the south side of the kennel building, putting more distance from his neighbour's house to any potential noise. Staff are of the opinion that for this particular kennel application, that these objectives of the applicant should form part of the recommendation as a requirement of the Township. It is also necessary to grant a variance to the Township's By-law 2008-

01 Section 8.22 which states: *'No licence will be issued to any kennel operator that does not comply with the by-law'* - because the subject kennel does not comply with Section 8.9: *'No kennel shall be located within a minimum of one hundred fifty (150) metres (492 feet) of any adjacent habitable building...*

Upon approval of the application, if noise concerns are reported to staff despite the required measures that are put in place, and dependent on the specific situation, the applicant proposes the following strategies:

- an additional screen to restrict visibility will be installed along the outdoor exercise pen for the dogs,
- the kennel will be sound proofed with extra insulation, and sound absorbing panels will be installed
- anti-bark collars will be utilized as a training technique to stop the dogs from barking,
- radio will be played 24-7 inside the kennel facility to cover outside noise that may cause the dogs to bark,

If the above course of action does not remedy the situation, staff would investigate factual information of both parties and make an assessment. If necessary, a course of viable action to resolve the matter would be recommended by staff to the kennel owner. Failing this process, staff would return to Council with a recommendation of possible further imposed conditions on the kennel.

In the event that a change of ownership occurs with the kennel lands and there is an application for a conditional kennel licence, the Township would advise the new kennel owner of the requirement put in place for the original kennel approval and that the hedgerow of trees and location of the dog exercise pen must be retained.

Pursuant to the Township's Bylaw to Regulate the Keeping of Dogs/Kennels, the operation would be subject to routine annual inspections by the By-law Enforcement Officers.

Strategic Plan Conformity:

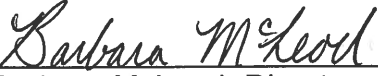
Through the process of the circulation to the adjacent property owners and the public meeting, the municipality is ensuring that municipal matters are being communicated.

Financial Considerations:

The Township has processed the \$500 "New Kennel Licence fee" as is authorized under By-laws 2008-01 and 2012-04. Upon approval of this application, the Township will issue an invoice to Willow Creek Bernedoodle Kennel for \$293.70, representing the pro-rated 2014 Kennel Licence Fee. For subsequent years, this kennel will be subject to the full year Kennel Licence Fee for 20 dogs, currently set at \$400.

Conclusion:

This kennel is a permitted use of the lands on the subject property. The proposed measures that will be undertaken by the applicant to address the distance shortfall are proactive in the event there is concern about noise. Staff have been made aware that discussion has taken place between the kennel owner and his closest neighbor relative to the abovementioned proposed actions and that they appear to be satisfactory to the neighbor. Standard practices of the Township to follow up on any concerns and work with the kennel operators will ensure that the operations of this new kennel are positive. Staff recommend that a variance to the By-law to Regulate the Keeping of Dogs and to Issue Kennel Licences, be granted to permit the licensing of the kennel, subject to the requirements as outlined within the report.



Barbara McLeod, Director of Clerk's Services



Reviewed by CAO

Willow Creek Bernadoodles

Date: 04/15/14

Ronald and Janelle Kuepfer
3532 Erb's Rd W, Baden, ON N3A 3M2

RE: Distance shortfall from Mike Etue's house

There is a distance shortfall of approximately 20- 30 metres between Mr. Etue's habitable building and Mr. Kuepfer's Kennel facility as outlined by the Township of Wilmot.

To compensate for this distance shortfall Ron Kuepfer will

- plant a double hedgerow of ausstrees along the boundary line between the kennel and Mike Etue's house. (See map drawing) The ausstrees are a dense, very fast growing tree averaging approximately 6 to 10 feet of growth a year. 3 foot root stock will be planted along approximately 300 feet of the property line. This will be completed within a month of the kennel application being approved, weather permitting.

--fenced outdoor exercise yard will be located on the south side of the Kennel building, putting more distance from Mr. Etue's house, and will be of sufficient size that dogs will have ample play area to be well socialized with each other and with appropriate toys to entertain them. (see map)

-a restricted visibility screen will be put along the outside run area fence, if dogs are doing excessive barking at their surroundings.

In addition, should noise become an issue, Ron Kuepfer will implement the following strategies, depending on the specific situation, to address the noise issues. Noise control strategies include, but are not limited to,


- kennel is sound proofed with extra insulation.

-anti-bark collars to be worn by the dogs as a training technique to stop barking.

-radio playing at all times inside kennel facility to cover outside noise that will excite dogs and cause barking.

-install sound absorbing panels in kennel

As discussed between Ron Kuepfer and Mike Etue, any issues with the kennel will be directly communicated to Ron Kuepfer, who will address these concerns in a timely fashion.


Ronald Kuepfer


Date



Approx. 121m

Double hedgerow of trees

Kenyon

Approx. 188m

Visibility Screen along fence

House (#3514)

Hesnor (#3534)

Hesnor (#3533)

Eib's Rd



Township of Wilmot **REPORT**

REPORT NO. CL 2014-14

TO: Council

PREPARED BY: Derek Wallace, Senior Municipal Law Enforcement Officer

DATE: April 28, 2014

SUBJECT: By-law Enforcement
Quarterly Activity Report
January to March, 2014

RECOMMENDATION:

That the Enforcement Activity Report for January 1st to March 31st, 2014 be received for information purposes.

BACKGROUND:

Type of Call	Jan. to March 2014	Jan. to March 2013
- Property Standards and Clean Yard	4	6
- Traffic	11	19
- Animal Control Complaints	19	37
- Noise Complaints	7	5
- Fire Complaints	0	1
- Ice and Snow Complaints	73	166
- Discharge of Firearms	0	0
- Livestock Evaluation	0	1
- Signs	1	5
- General Inquiries	56	68
- Zoning	2	2
- Dumping	0	2

Breakdown of Activities:

Property Standards and Clean Yard:

- 4 properties were investigated by the Township
- 3 have complied under the by-law

Parking:

- 7 warnings were issued
- 204 parking tickets were issued

Animal Control:

- 10 dogs were impounded
- 1 ticket issued for dog running at large

Noise Complaints:

- 7 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:

- 0 Charges issued for illegal open burns

Ice and Snow Complaints:

- 73 Complaints investigated
- 67 Complied
- 6 Orders had to be laid under Ice & Snow by-law

Signs:

- 1 complaint received
- The complaint was investigated and removed by voluntary compliance
- ongoing monitoring of illegal signage is occurring and removal carried out on a regular basis by By-law

Zoning:

- 2 zoning complaints received
- 2 complied



Derek Wallace
Senior Municipal By-Law Enforcement Officer



Barbara McLeod
Director of Clerk's Services



Reviewed by CAO



Township of Wilmot **REPORT**

REPORT NO. CL2014-15
TO: Council
PREPARED BY: Dawn Mittelholtz, Deputy Clerk
DATE: April 28, 2014
SUBJECT: Noise By-law Exemption Request
Kathann Stalkie, Propertyguys.com
23 Snyder's Road East, Baden

Recommendation:

THAT an exemption to the Noise By-law as requested by Kathann Stalkie of Propertyguys.com at 23 Snyder's Road East in Baden for the purpose of their Grand Opening event commencing Saturday, May 3, 2014 at approximately 12:00 noon to 3:00 p.m. be granted.

Background:

In March 2014 Kathann Stalkie of Propertyguys.com contacted the Clerk's Services Department regarding a Noise By-law Exemption for the Grand Opening of their new office at 23 Snyder's Road East in Baden. She was supplied with the necessary information regarding what was required to obtain the exemption.

Discussion:

Ms. Stalkie circulated an informational flyer to the properties within 120 meters of the property where the event was to occur. The flyer included information about the granting of the Noise By-law Exemption, whom to contact if there were any concerns with the granting of the exemption and when Council would consider the request. At the time of writing the report no comments were received from the public. The sound that will be emitted is instrumental live music and general noise from the crowd.

Strategic Plan Conformity:

Through the granting of this approval the Township is contributing to a prosperous economy as this is a new business in the Baden downtown/commercial area.

Financial Considerations:

There is no fee for Noise By-law Exemptions.

Conclusion:

Staff recommends the approval of the Noise By-law Exemption.


Dawn Mittelholtz, Deputy Clerk


Barbara McLeod, Director of Clerk's Services


Reviewed by CAO



Township of Wilmot **REPORT**

REPORT NO. CL2014-08

TO: Council

PREPARED BY: Barbara McLeod, Director of Clerk's Services

DATE: April 28, 2014

SUBJECT: Kitchener-Waterloo Humane Society
Pound Facility Services Agreement

Recommendation:

THAT the Mayor and Clerk be authorized to enter into an agreement with Kitchener-Waterloo Humane Society (attached as Schedule "A" to Report CL2014-08) for the provision of pound facility services for the Township of Wilmot, and further;

THAT the term of the contract be for a five (5) year period, effective January 1, 2014 through to December 31, 2018.

Background:

Pursuant to Section 103 (1) of the Municipal Act, and under By-laws 2008-01 and 1990-35, the Township provides for the impounding and care of animals. The Kitchener-Waterloo Humane Society (KWHS) has served as the Township of Wilmot's pound facility for several decades and both parties have enjoyed a positive working relationship in this capacity.

The existing agreement between the Township and KWHS for the provision of pound facility services has expired. Staff met with the Executive Director, Jack Kinch and Operations Manager, Jamie LaFlamme to review the proposed new agreement.

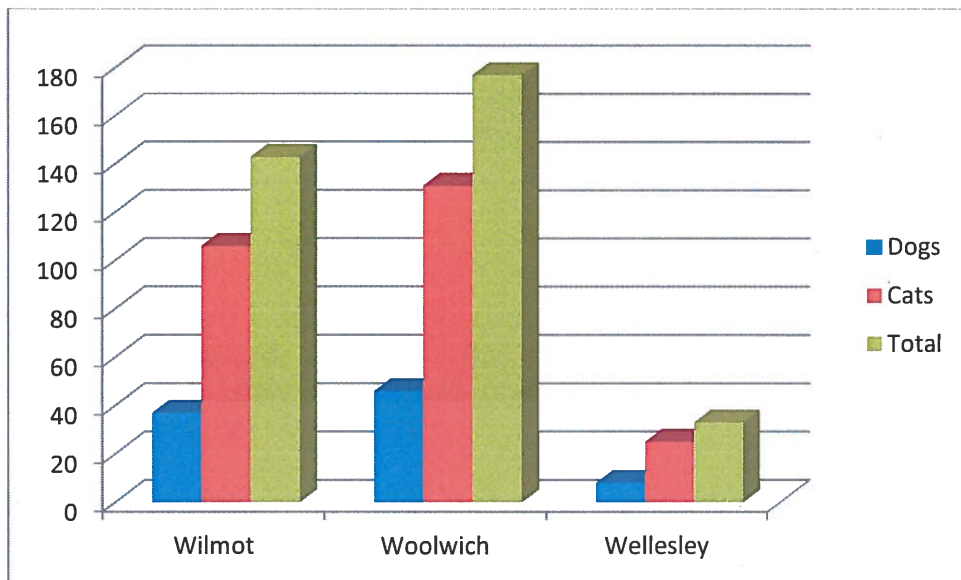
Discussion:

The KWHS provides services for animals in need throughout Waterloo Region Communities. The capital and operating costs of maintaining these services are sourced by revenues collected from individuals, organizations, municipalities receiving

animal control services and charitable donations. The KWHS does not receive funding from any level of Government.

The expenses for this service are based on the number of animals (dogs and cats) received by the KWHS whether they are brought in by Animal Control Officers or the public. The services include shelter, vet examinations if necessary, euthanasia and disposal costs. If any animals not claimed by their owners are adopted out, the Humane Society retains the adoption fees.

The following chart reflects the number of dogs and cats that were received from each respective municipality of Wilmot, Woolwich and Wellesley in 2013:



In 2013 it became apparent that this service to municipalities from KWHS was not fiscally sustainable. Subsequently, staff from the three (3) municipalities met with KWHS and negotiated pricing for 2013 at the previously established rates, with both parties agreeing that a new contract was necessary to better narrow the gap between costs to provide the service and incoming fees. Woolwich has recently approved a new agreement and Wellesley is currently considering a new agreement.

The proposed agreement for Wilmot is attached as Schedule "A" to this report. A formula has been agreed upon to calculate equitable costs of KWHS providing shelter services to the Township taking into consideration two equally weighted factors: 1) total animals cared for by the shelter and, 2) municipal populations. Using the established Woolwich agreement as the base for this calculation, the fee for Wilmot in year one of the agreement would be \$13,425 (approximately 90% of Woolwich fee).

For the remainder of the term, annual fees will include a cost of living increases based on the October Core CPI. The contract will be monitored by both parties over the 5 year term and any discrepancies reviewed.

A limit of 250 animals per year was agreed upon by the KWHS and Township staff based on the existing average over the last five years of 145 animals. If the total number of animals in 2014 or any year of the contract exceeds a total of 250, the Township will pay a flat rate of \$150 per animal above the limit.

The proposed contract includes provisions to re-negotiate terms at any time, as well as a clause that allows either party to opt-out with 90 days written notice.

Prior to proceeding with contract negotiations with KWHS, staff met on site with another business offering similar services. Through this due diligence process it was confirmed that KWHS offers the most cost-effective, local solution. In addition, staff investigated as to whether alternative options such as animal rescue operations could be considered. It was concluded that these services would not meet our needs – (not enough capacity, not all animals would be accepted, hours of operation are insufficient.)

Strategic Plan Conformity:

The agreement for pound facility service will strengthen customer service, meet the needs of a growing community and ensure people's safety by impounding dogs deemed to be running at large.

Financial Considerations:

The 2014 Operating Budget includes \$4,000 for pound facility services. In addition to unspent accruals from 2013 of \$15,545, a total of \$19,545 in funding is available. Therefore, the proposed agreement would be within budget for 2014.

If the proposed agreement is approved, the 2015 budget would be adjusted to reflect the costs under the new agreement, including a cost of living increase.

Conclusion:

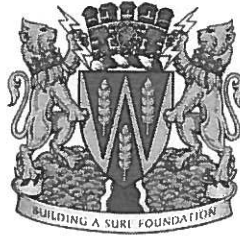
Township staff and the KWHS look forward to continuing the positive working relationship that both parties have enjoyed for several decades. Staff recommends that the Mayor and Clerk be authorized to enter into the 5 year agreement with the KWHS as proposed in Schedule "A" to this report. Statistical information on the number of dogs and cats will be provided to the Township by KWHS on a quarterly basis.



Barbara McLeod, Director of Clerk's Services



Reviewed by CAO



**TOWNSHIP OF WILMOT
POUND SERVICES**

SECTION 1 - CONTRACTING PARTIES

This contract and agreement is entered into by **The Kitchener Waterloo Humane Society (KWHS)**, 250 Riverbend Road, Kitchener, ON N3B 2E9 (herein "the Contractor") and **The Township of Wilmot**, 60 Snyder's Rd. West, Baden, Ontario N3A 1A1 (herein "the Township").

SECTION 2 - STATEMENT OF SERVICES TO BE PERFORMED

In accordance with the *Municipal Act, 2001, S.O., 2001, Chapter 25, as amended*, and the *Animals for Research Act, R.S.O. 1990, Chapter A.22, Section 20, as amended*, the contractor shall receive and house all stray dogs and cats that originate from the Township at the rates specified in Appendix A.

This agreement will include all costs associated with caring for the animals impounded for the length of the agreement.

The Township may request the contractor for additional animal control services at the rate outlined in Appendix A

SECTION 3 - CONTRACT TERMS & CONDITIONS

TERM OF CONTRACT:

This Agreement shall come into effect on the day of signing. It shall remain in effect until December 31, 2018.

The Township reserves the right to terminate the contract without cause, in whole or in part, whenever the Township determines that such termination is in the best interest of the Township, upon giving ninety (90) days written notice to the Contractor. The Township shall pay all reasonable costs incurred by the Contractor up to the date of termination. In no event shall the

Contractor be paid an amount in excess of the price quoted for the service provided. The Contractor shall not be compensated for any profits which may have been anticipated but which have not been earned up to the date of the termination.

The Contractor also reserves the right to terminate the contract without cause, in whole or in part, upon giving ninety (90) days written notice to the Township.

SUBCONTRACTORS:

No sub-contracting of this contract is permitted for the duration of the contract without the approval of the Township. A sub-contractor information and equipment form must be submitted for all sub-contractors. The Township reserves the right to reject a proposed sub-contractor for any reasonable cause.

QUALITY OF WORK:

The Township reserves the right to determine the quality of work completed and unacceptable work shall be corrected immediately at no additional cost to the Township.

The Contractor shall at all times and at his own expense furnish all reasonable aid and assistance required by the Director of Clerk's Services or designate for the proper inspection and examination of the work or any part thereof.

The Contractor shall obey the directions and instructions of the Director of Clerk's Services or designate.

Notwithstanding any inspection that the Township might carry out, the failure of the Director of Clerk's Services or designate to condemn or object to any defective work or material shall not constitute a waiver of any specification or the approval or acceptance of such defective work or material and except as otherwise provided herein, the Contractor shall be and remain liable within the terms of the contract for such defective work or material and any loss, costs, charges or expenses in connection therewith.

PAYMENT:

Payment for services will be made on the basis of invoices submitted to the Township of Wilmot, 60 Snyder's Rd. W., Baden, Ontario N3A 1A1.

The Township will pay the contractor a lump sum by February 1st of each year for the pound services to be received in that year. Any additional animal control services provided to the Township by the contractor will be billed monthly throughout the year.

Payment will be based upon the agreed upon rates listed in Appendix A

SAFETY:

The Contractor shall take all reasonable care to perform their operations in a safe manner and to protect the public and those employed to perform the work covered by this contract. The Contractor shall follow all applicable legislation and polices.

The Contractor shall conduct all work in strict accordance with all applicable Sections of the Occupational Health and Safety Act and regulations.

WORKPLACE SAFETY AND INSURANCE BOARD:

The Contractor shall provide a valid certificate of coverage from the Workplace Safety and Insurance Board (WSIB), prior to commencement of the work and annually thereafter.

EQUIPMENT AND VEHICLES:

Unless indicated otherwise, the Township shall not supply any equipment, material or labour for this work.

HEALTH AND SAFETY:

Prior to commencement of any on-site works, successful bidders are required to submit to the Township a copy of their internal Health & Safety Policy and Guidelines. In the absence of a formal policy document, the successful proponents and any project staff will be required to read and agree to the provisions of the Township of Wilmot's Health and Safety Policy.

ACCESSIBILITY:

Every bidder must review the Township of Wilmot Accessibility Customer Service Policy (Appendix A). Every provider of goods or services shall ensure that every person who deals with members of the public or other third parties on behalf of the provider, whether the person does so as an employee, agent, volunteer or otherwise, receives training about the provision of its goods or services to persons with disabilities.

SECTION 4 – EXECUTION OF AGREEMENT

The parties hereto have executed this contract/agreement and appendices thereto as of this ____ day of April, 2014.

The Kitchener-Waterloo Humane Society (KWHS)

As per _____

Mayor

Clerk

**APPENDIX A
FEES AND RATES**

	Billing Period	FEE
Lump sum fee for receiving and housing a maximum of 250 animals*	Annual (February)	\$13,425.00 per year
Flat rate for receiving and housing animals above the 250 cut-off	Annual (February)	\$150 per animal
Additional Animal Control Services ("as needed")**	Monthly	\$75.00 per hour

*Fee is subject to an annual cost of living increase based on the October Core CPI

**Fee is subject to a minimum two (2) hour fee

APPENDIX B
STANDARD RELEASE, WAIVER, INDEMNITY FORM

_____ hereby releases, waives, and forever discharges The Corporation of The Township of Wilmot, the Mayor and all members of Council, respective agents, officials, officers, and employees of and from all claims, demands, damages, costs, expenses, actions and causes of action, whether in law or equity, in respect of death, injury, loss or damage to persons or property however so caused.

_____ hereby undertakes to hold and save harmless and agree to indemnify The Corporation of The Township of Wilmot and all of the aforesaid from and against any and all liability incurred by any or all of them arising as a result of, or in any way connected with the work performed by _____ or the employees or servants under this contract.

Signature

Date



Township of Wilmot REPORT

REPORT NO. **FIN 2014-17**

TO: **Council**

PREPARED BY: **Rosita Tse, Director of Finance**

DATE: **April 28, 2014**

SUBJECT: **2014 Final Tax Levy By-Law**

Recommendation:

That report FIN 2014-17, prepared by the Director of Finance, regarding the 2014 Final Tax Levy By-law be received.

Background:

Council approved the 2014 Municipal Budget on February 10, 2014. The approved Budget includes a total Tax Levy for municipal purposes of \$6,770,040, representing an increase of 1.20% over the 2013 Levy. By-law 2014-17, presented for Council's approval, will give Finance staff the authority to issue the final tax bills for 2014.

Discussion:

Through the 2014 budget process, it was determined that the levy required for municipal operating and capital needs for the year would be \$6,770,440. In addition to the municipal levy, the Township is responsible for billing on behalf of the Region of Waterloo and School Boards. Final tax bills are issued upon receipt of information on Regional tax ratios and tax rates, as well as information from the Ministry on the distribution of taxes amongst the four school boards.

The final tax bills for residential classes will be mailed in June, payable in two installments due on June 30 and September 30, 2014. The commercial, industrial, and multi-residential tax bills will be issued upon receipt of capping calculations from the Province, which are expected in July 2014. The two installments due dates for commercial, industrial, and multi-residential tax bills are July 31 and September 30, 2014.

Strategic Plan Conformity:

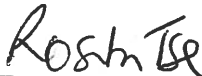
This report is aligned with the Strategic Plan goal of being an engaged community through the communication of municipal matters, by providing the rates of taxation required to raise the 2014 tax levy. The revenue from this levy will fulfill the 2014 financial requirements of the Township.

Financial Considerations:

The tax levy is utilized to fund both the operating and capital expenses of the Township of Wilmot, as identified within the 2014 budget.

Conclusion:

Upon Council's approval of the by-law, staff will prepare final tax bills to the ratepayers in the Township.



Rosita Tse, Director of Finance



Reviewed by CAO



Township of Wilmot **REPORT**

REPORT NO.: PW-2014-08

TO: Council

PREPARED BY: Gary Charbonneau, Director of Public Works

DATE: April 28, 2014

SUBJECT: Main Street Reconstruction, New Dundee
Consulting Engineering Services

Recommendation:

That AECOM Canada Inc. be retained to provide consulting engineering services for the reconstruction of Main Street from Alderview Drive to Bridge Street in New Dundee as per their proposal dated April 10, 2014 for the fee of \$92,212.88, net of the HST rebate.

Background:

Engineering services related to the design, tendering, contract administration and site inspection for the reconstruction of Main Street (Alderview Drive to Bridge Street) in New Dundee were approved by Council as part of the 2014 budget process. Construction is tentatively scheduled for 2016, subject to Council approval.

Proposed improvements include converting the road to an urban cross-section complete with a new storm sewer system, new 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 2014-2015 while the remainder of the engineering services related to tendering, contract administration and site inspection are to be provided in 2016.

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 eight proposals from the following companies:

- AECOM Canada Inc., Kitchener
- Gamsby and Mannerow Limited, Kitchener
- Walter Fedy, Kitchener
- Meritech Engineering, Cambridge
- MTE Consultants Inc., Kitchener
- IBI Group, Waterloo
- Delcan Corporation, Kitchener
- WSP Canada Inc., Guelph

These proposals were reviewed and evaluated using the following criteria:

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

Strategic Plan Conformity:

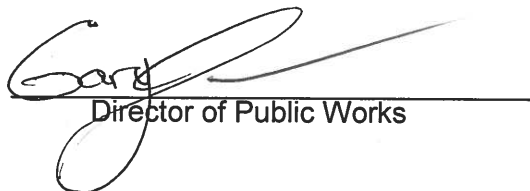
We have a prosperous community through maintaining our infrastructure.

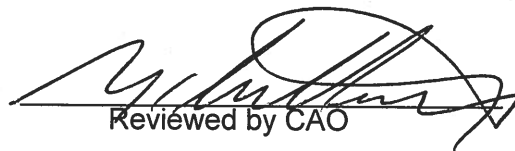
Financial Considerations:

The approved 2014 Capital Budget includes \$102,000 funded from the general levy for costs related to engineering services for this road reconstruction project. The engineering services are within the approved budget.

Conclusion:

The internal selection committee which, consisted of staff from Public Works and Finance, are recommending that AECOM Canada Inc. be authorized to undertake this project. AECOM have an experienced project manager and project team and have completed similar projects for the Township (Asmus, Grace, Seyler & Boullee Street reconstruction, Waterloo Street underground design, James Street, Queen Mary Street, Mill Street, Brewery Street and Hillview Crescent reconstructions). This project would be completed using staff from their local office in Kitchener.


Director of Public Works


Reviewed by CAO



Township of Wilmot **REPORT**

REPORT NO.: PW-2014-07

TO: Council

PREPARED BY: Gary Charbonneau, Director of Public Works

DATE: April 28, 2014

SUBJECT: Roads Stake Truck

Recommendation:

That the tender submitted by Expressway Ford for a Ford F450 XL Stake Truck c/w Removable Aluminum Box in the amount of \$53,895.15, net of the HST rebate, be accepted.

Background:

This new truck will replace a 2004 Chevrolet Silverado stake truck, which will be sent to the auctioneers. This vehicle is utilized as a general purpose service truck and work platform for maintenance activities. This vehicle is extensively used and is an essential component in the Roads department, including hazardous tree removal/wood chipping operations.

Discussion:

We received tenders for the supply of a stake truck c/w with removable aluminum box and the tender results, net of the HST rebate, are as follows:

<u>Tenderer</u>	<u>Submitted Amount</u>
Expressway Ford (New Hamburg)	\$53,895.15
Victory Ford Lincoln (Chatham)	\$54,578.98
Parkway Ford Sales 1996 Ltd. (Waterloo)	\$55,340.14

Strategic Plan Conformity:


We have a prosperous community through maintaining our infrastructure.

Financial Considerations:

The approved 2014 Capital Budget includes \$60,000 for the purchase of a new stake truck c/w removable aluminum box. This amount is comprised of \$59,000 from general levy and \$1,000 from the sale of the old truck.

Conclusion:

That the low tender submitted by Expressway Ford be approved by Council.


Director of Public Works


Reviewed by CAO



Township of Wilmot REPORT

REPORT NO.: PW-2014-06
TO: Council
PREPARED BY: Gary Charbonneau, Director of Public Works
DATE: April 28, 2014
SUBJECT: Public Works Activity Report
January - March

Recommendation:

That the Public Works Department Activity Reports for the months of January, February and March 2014 be received for information.

Background:

N/A

Discussion:

The attached summaries highlight the activities of the Public Works Department for the first quarter of 2014.

Strategic Plan Conformity:

Communicating municipal matters.

Financial Considerations:

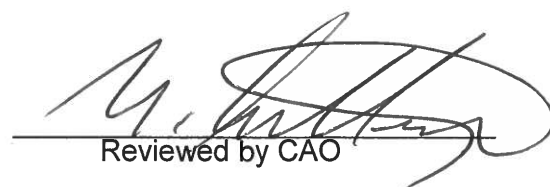
N/A

Conclusion:

That the report be received for information.



Director of Public Works



Reviewed by CAO

Road Dept. Report

Jan 2014

Structures

- Using a pickup truck with salting unit we placed material on Bridge St, Holland mills and Perth St. bridges not rated for our dump trucks.

Roadside

- Cut down tree hanging out on Witmer Rd.

Drainage

- Hired an excavator to help us replace a damaged driveway culvert extension on Mannheim Rd.

Loose top

- Ice bladed gravel roads for 2 days.

Hardtop

- Cold patched Forrest Ave in NH and Concession Rd.

Gravel Pit

- No report.

Winter Control.

- 26 days of plowing snow and applying material to the roads.
- Hauled snow from streets where storage had been depleted.
- Using our tractor mounted blower we blew back some banks on the rural roads.
- Councillor Mark Murray went on a ride along in the NH plow truck to understand the operations.

Vehicles and Equipment

- Washed trucks
- Repaired hydraulic hoses on plows.
- New plow truck # 22 arrived.

Building and Grounds

- Weekly clean up of shops.

Road Dept. Report

Feb 2014

Structures

- Using a pickup truck with salting unit we placed material on Bridge St, Holland mills and Perth St. bridges not rated for our dump trucks.

Roadside

- Cut down damaged tree from ice storm in Mannheim.

Drainage

- Using our loader we opened up ditches where historically we have problems prior to a forecasted rain.
- Went around opening catch basins downtown New Hamburg.
- Hired contractor to remove snow in swale behind Summers Field in St Agatha prior to forecasted rain.

Loose top

- 1 day of ice blading gravel roads.

Hardtop

- No report.

Winter Control

- 17 days of plowing roads.
- Loaded snow at various locations in the Township.
- Hired a contractor to blow snow in to hired trucks from streets downtown New Hamburg. Also cleaned up Livingstone Blvd, Stuckey, Shantz and Cressman St's in Baden.
- Using our steamer we have been thawing out frozen culverts.

Safety Devices

- No report.

Vehicles and Equipment

- Truck 1, 3, 7 all had to go to the shop for repairs. (It was a hard season on the equipment).

Building and Grounds

- Regular weekly cleaning of the shops.

Road Dept. Report

Mar 2014

Structures

- Using the pick up truck we salted the bridges that have weight restrictions.

Roadside

- Trimmed branches hanging over the road on Bethel Rd and Carmel Koch Rd.
- Started to cut down trees marked for removal.

Drainage

- Opened up more catch basins from snow built up on them.
- Using our steamer we opened more culverts and some catch basins that were froze

Loose top

- No report.

Hardtop

- Cold patching various locations.

Winter Control

- 12 days of plowing and applying material to the roads.
- Using our loader we are moving snow at some intersections and area's that are drifted badly on the rural roads.

Gravel Pit

- No report.

Safety

- Repairing signs using work orders from road patrol system.

Vehicles and Equipment

- Staff checked over their trucks and made repairs where necessary.

Building and Grounds

- Water lines frozen to office and utilities shop.

**Township of Wilmot
Utilities Manager Report
January 1 to January 31, 2013**

Water Main Breaks/Excavations

- 72 Captain McCallum, service leak repair

Locates:

- 5 individual/project locates

Meter - New/Old Installations:

- 8 installations/inspections/change outs

Water Quality Issues

- Jan 11, 2014 – low pressure event caused by Waterloo Street fire

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
- Thaw frozen hydrants

Sanitary Main/Lateral Blockages/Investigation/Maintenance

- 245 Wilmot Street - replace service 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
- High level alarm event due to rain fall, checked station operating properly.

#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, 2013**

Water Main Breaks/Excavations

- Shade Street – water main break
- 38 Milton Street – frozen water service
- 255 Waterloo Street – water main break
- Peel Street – water main break
- 128 Peel street – frozen water service
- 144 Shade street – Water main break
- 429 Perth Street – Branch valve leak repair
- 28 Webster – water main break

Locates:

- 10 individual/project locates

Meter - New/Old Installations:

- 5 installations/inspections/change outs

Water Quality Issues

- Perth Street –discolored water, flushed and sampled

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
- Thaw frozen hydrants

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, 2013**

Water Main Breaks/Excavations

- 1751 Erb's Road – frozen water service
- 2719 Sandhills Road – water service frozen
- 1887 Notre Dame Dr- frozen water service
- 291 Peel Street – Water main break
- 97 Waterloo Street – fire hydrant hit

Locates:

- 8 individual/project locates

Meter - New/Old Installations:

- 31 installations/inspections/change outs

Water Quality Issues

- Brenneman Drive – Discolored water, flushed and sampled

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, Baden & St Agatha
- Frozen water meters
- Fire flow test

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



Township of Wilmot **REPORT**

REPORT NO. DS 2014-11

TO: Council

PREPARED BY: Harold O’Krafka, Director of Development Services

DATE: April 28, 2014

SUBJECT: March Building Statistics

Recommendation:

That the March 2014 Building Statistics be received for information.

Background:

Building Statistics are provided to Council on a monthly basis for information purposes.

Month end reporting to is also provided to the public via the Township website in addition to statistical reports provided monthly to the Region of Waterloo, Statistics Canada and Municipal Property Assessment Corporation..

Discussion:

The total number of permits issued in March 2014 was on slightly higher than March 2013 and slightly lower than the 10yr average. The number of new home starts was lower than March 2013 and significantly lower than the 10 yr average.

The length and severity of the winter season combined with limited variety of housing choices (ie small singles, semi’s and townhomes are unavailable) have impacted construction activity.

With spring now here and the Brewery Street townhomes nearing completion of approvals staff anticipate activity rates to increase.

Year to date, building activity remains on par with budget projections for 2014.

Strategic Plan Conformity:

Tracking of building activity provides a statistical basis for decision making related to land use planning in the community which contributes to the quality of life of Wilmot residents.

Reporting statistics on a monthly basis contributes to enhanced community engagement.

Financial Considerations:

Building Permit fees remain in line with budget estimates. In the event that year end permit fees exceed operating costs of the Building Division, these funds are placed into a dedicated Building Reserve Fund as per Bill 124 legislative requirements..

Conclusion:

In conclusion, Building Activity rates remain steady and in line with budget estimates.



Harold O'Krafka, MCIP RPP
Director of Development



Reviewed by CAO

BUILDING STATISTICS

Source: Township of Wilmot
Development Services

MONTH OF MARCH	10 Year Average	2013	2014
Number of Permits Issued	28	21	21
Dwelling Units Constructed	14	8	4
Dwelling Units Demolished	0	1	0
Residential - New Dwelling Units	\$ 3,076,500	\$ 2,235,000	\$ 1,085,000
Residential - Addition/Alteration	\$ 241,500	\$ 175,000	\$ 285,000
Residential - Accessory	\$ 344,500	\$ 30,000	\$ 65,000
Agricultural - New	\$ 280,000	\$ -	\$ 1,000,000
Agricultural - Addition/Alteration	\$ 94,500	\$ 400,000	\$ -
Commercial - New	\$ 4,000	\$ -	\$ -
Commercial - Addition/Alteration	\$ 178,500	\$ 250,000	\$ -
Industrial - New	\$ 2,000	\$ -	\$ -
Industrial - Addition/Alteration	\$ 2,500	\$ -	\$ 300,000
Institutional - New	\$ 150,500	\$ -	\$ -
Institutional - Addition/Alteration	\$ 68,000	\$ -	\$ 55,000
Miscellaneous	\$ 8,000	\$ -	\$ -
Total Construction Value	\$ 4,450,500	\$ 3,090,000	\$ 2,790,000
YEAR TO DATE	10 Year Average	2013	2014
Number of Permits Issued	59	49	52
Number of Dwelling Units	27	17	11
Total Construction Value	\$ 8,124,400	\$ 6,865,000	\$ 6,880,000

March 2014		
Residential - New		Agricultural - New
BADEN		1870 Bleams Road
97 Goldschmidt Crescent	92 Kropf Drive	1325 Snyder's Road E
NEW HAMBURG		Institutional - Alt.
206 Piccadilly Square	179 Stonecroft Way	2222 Snyder's Road E
Residential - Alteration		60 Snyder's Road W
205 Snyder's Road E	136 Woodridge Drive	Industrial - Alt.
49 Ditner Avenue	48 Hillfield Drive	43 Arnold Street
16 Honderich Place	3414 Huron Road	Demolition
190 Tannery Street	1261 Huron Road	48 North Street
58 Mannheim Crescent		
Residential - Accessory		
25 Erhardt Wagner Place	23 Geiger Place	



Township of Wilmot REPORT

REPORT NO. DS 2014-10

TO: Council

PREPARED BY: Harold O’Krafka, Director of Development Services

DATE: April 28, 2014

SUBJECT: Annual Bill 124 Fee Report – 2013 Operations

Recommendation:

That Report DS 2014-10 be received for information.

Background:

In accordance with subsection 7(4) of the Building Code Act S.O. 1992, c23 as amended the municipality is required to prepare a report on the permit fees received and the direct and indirect costs to administer and enforce the Building Code Act (BCA) in its area of jurisdiction each year.

Discussion:

Building permit fees continue to offset the majority of direct costs of enforcing the Ontario Building Code (OBC) within the Township. However, lower than historical permit values experienced in recent years have left building services unable to fund indirect portion of expenditures. These costs encompass the services provided by other Township departments, and when combined with direct operating costs, result in annual draws from the Bill 124 Reserve Fund.

The following outlines the cost of administering and enforcing the OBC in Wilmot Township within fiscal 2013, as well as the Council approved budget for 2014.

Results for the Year Ended December 31, 2013

- | | | |
|----|---|---------------|
| 1. | a) Total Building Permit and Septic Permit fees received: | \$ 496,661.19 |
| | b) Total Net Draw from Bill 124 Reserve: | \$ 116,322.95 |
| 2. | Total costs to deliver services related to the administration and enforcement of the Building Code Act in 2013: | \$ 612,984.14 |
| | a) Total Direct Costs to administer and enforce the BCA including | |

- the review of applications for permits and inspection of buildings: \$ 505,647.86
- b) Total Indirect Costs of administration and enforcement of the BCA including support and overhead costs: \$ 107,336.28
- 3. Amount of Bill 124 Reserve Fund on Dec 31/13 (\$ 200,877.30)

The budget for January to December 2014 is as follows:

- 1. a) Total Building Permit and Septic Permit fees anticipated: \$ 509,250.00
- b) Total Anticipated Net Draw from Bill 124 Reserve \$ 81,950.14
- 2. Total budgeted costs to deliver services related to the administration and enforcement of the Building Code Act in 2014 are: \$ 591,200.14
- a) Total Direct Costs to administer and enforce the BCA including the review of applications for permits and inspection of buildings: \$ 482,580.14
- b) Total Indirect Costs of administration and enforcement of the BCA including support and overhead costs: \$ 108,620.00
- 3. Estimated Amount of Bill 124 Reserve Fund Dec 31/14 (\$282,827.44)

Strategic Plan Conformity:

Reporting annual building statistics contributes to enhanced community engagement.

Financial Considerations:

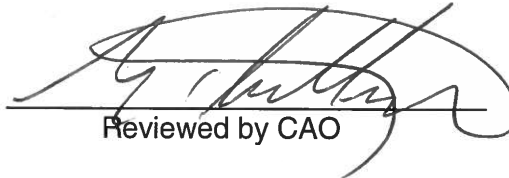
The continual draws from the Bill 124 reserve fund will require a comprehensive review of existing permit fees, direct operating expenditures and indirect costs, in order that this user-pay service transitions to more sustainable position..

Conclusion:

In conclusion, this report provides compliance with Municipal reporting obligations under the Ontario Building Code Act.



Harold O'Kraika, MCIP RPP CBCO
Director of Development



Reviewed by CAO



Township of Wilmot REPORT

REPORT NO. PRD 2014-05

TO: Council

PREPARED BY: Scott Nancekivell

DATE: April 28, 2014

SUBJECT: Facilities & Recreation Services Quarterly Activity Reports

Recommendation:

That the Facilities & Recreation Services Activity Reports for the first quarter of 2014 be received for information.

Background:

N/A

Discussion:

The Managers from the three activity areas within the department (Aquatics, Parks/Facilities, Recreation/Community Services), have prepared activity reports for the first quarter of 2014. The attached summaries highlight the more notable undertakings by the Managers and their staff, and do not necessarily include all day-to-day operational or administrative activities.

Strategic Plan Conformity:

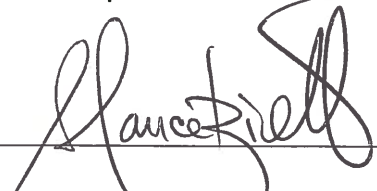
Communicating municipal matters.

Financial Considerations:

N/A

Conclusion:

That the report ne received for information.



Director of Facilities & Recreation Services



Reviewed by CAO

FACILITIES & RECREATION SERVICES

Parks and Facilities Division

Quarterly Activity Report (January-March)

- Work with the Finance Dept. to close outstanding 2013 projects.
- The NH Firebirds hosted the Jr C All-Star game at WRC.
- Attend Contractor/Owner bi-weekly meetings for the NH Arena renovation project. Weather has been a factor since the start of the project.
- Working with staff and attending budget Adhoc meetings preparing the 2014 Minor/Major Capital Projects for 2014.
- With extreme temperatures this winter we had frozen pipes at the NHCC and Arena sprinkler system equipment. NH Fire was dispatched a couple of times due to alarms on the system. Staff worked with contractors to restore.
- Prepared vehicle tenders for advertising, worked with Finance Dept. to award tenders to successful bidders.
- Splash pad Media event was held in the Wayne Roth meeting room at WRC.
- Met with Brick & Co. on a regular basis throughout the renovation of the NH Arena.
- Met with Wilmot Soccer for information session on 2014 soccer season.
- NH Fire Dept. was called in to shut off the main gas valve at WRC. A piece of pipe was hit while clearing large amounts of snow in that area. We were able to contain the area and not evacuate the building. Union Gas had the pipe fixed in approx. 1 hr, staff made sure all gas appliances were re-lite.
- Waterloo Region held a successful Flu Clinic at the WRC.
- Met with Wilmot baseball teams to identify how things went last season, and what they are requiring this season so all runs smoothly.
- TSSA showed up for a compressor room Bi-yearly inspection.
- Pool maintenance week had staff working on items that needed attention.
- Snow loads in Twp parking lots have been challenging this winter. Needed to lift snow out of a few lots to address large events.
- Goodwin Electric was hired to identify an exterior power failure issue on our security lighting system.
- Trillium funding announcement was held at WRC for the Wilmot Splash Pad.
- Worked with Brick & Co. to hit the March 31st completion of the New Hamburg Arena renovation Project.

Geoff Dubrick
Parks and Facilities Manager

FACILITIES & RECREATION SERVICES
Aquatics Division
Quarterly Activity Report (January – March 2014)

- We had 34 active P/T staff members for the session. We currently have enough staff to run the same programs and are not hiring for the spring session as our university students are seeking additional hours.
- We will be required to hire P/T aquatic staff for our 2014 summer session as we have several staff members who have obtained full time summer employment at camps or other summer jobs. This should also help with the Fall 2014 session as we are anticipating a large turnover of staff.
- Our winter 2014 session had a total of 770 Learn-to-Swim participants, 229 privates and 16 Leadership participants (Bronze Star, Bronze Medallion and Bronze Cross). We offered the Junior Lifeguard Club over the March Break and had 6 participants. In comparison, our winter 2013 session had a total of 661 Learn-to-Swim participants, 233 private lessons, 10 Leadership participants (Bronze Medallion and Bronze Cross) and 16 Junior Lifeguard Club participants.
- We were able to reduce the waitlist down to 39 people this winter through cancelling and transferring low number class participants to other times and reassigning those time spaces to classes that would accommodate the waitlist patrons. This year an additional instructor had been scheduled to the Monday, Wednesday and Saturday lesson time period.
- There were a total of 10,079 participants in our recreational swims during the winter months. In 2013 we had 8893 during the same period. This quarter we had one swim sponsored by Tim Horton's (last year they had 2 rentals) during the March break open swims. The participant numbers are contained within the *rental statistics* rather than *admissions statistics*. This total also includes the free swim on Family Day where there was no revenue generated.
- There were a total of 4757 people participate in various pool rental programs during the winter months. This included 1 Tim Horton sponsored swim and the Wilmot Township sponsored Family Day swim with an additional hour sponsored by the Baden Community Association. In 2013 we had 4584 participants during the same period. This included 2 Tim Horton sponsored swims and the free Family Day swim.
- The Facility was closed for detailed maintenance from March 17 through to March 21, 2014. During this period we were able to thoroughly sanitize the aquatic facility and change rooms, benches were installed in the 6 privacy cubicles in the ladies and men's change rooms, lights bulbs were replaced on the pool deck.

Submitted by:
Angela Bylsma Anderson
Aquatics Manager, Wilmot Aquatic Centre
April 2014

FACILITIES & RECREATION SERVICES

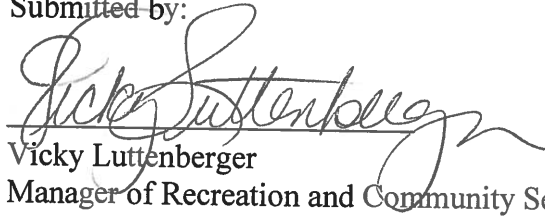
Recreation and Community Services Division

Quarterly Activity Report (January – March 2014)

- Assisted with budget preparation.
- Continued to meet and work with Wilmot Family Resource Centre and Community Care Concepts regarding programming at the Wilmot Recreation Complex.
- Assisted with the preparation of a grant application to Green Shield for additional staff time needed to develop more programs in Wilmot.
- Staff also began working on a funding application to RBC to develop an Inline Hockey Program for youth ages 6 - 19 years.
- Continued to work with the activity leaders of the Seniors Shuffleboard Program.
- Staff proofed information in the 2014 Spring & Summer Community Recreation Guide. The Community Recreation Guide was distributed to every household mid February.
- Staff organized the Spring & Summer Registration and Leisure Fair. The Leisure Fair was held on February 26, 2014 at WRC.
- Attended meetings with the Waterloo Wellington District 26 Senior Games Association.
- Continued to provide support to the Wilmot Splashpad Fundraising Committee. Staff, along with the Splashpad Fundraising Committee Chairperson, met with representatives of the Ontario Trillium Foundation in January. Staff received notification in March that the Township's application had been approved and worked with the Fundraising Committee Chairperson and staff from MPP Michael Harris' office to coordinate a public funding announcement at WRC.
- Staff continued to plan and develop recreation and fitness programs for the Spring and Summer sessions.
- Online program registration for the aquatics, recreation and fitness programs for the Spring and Summer session began on March 11th. There were 138 participants in the Recreation and Fitness programs for the Winter session.
- Prepared and submitted a grant application to the Summer Jobs Service Program (Provincial Government) to subsidize summer student wages.
- Attended meetings with the Health Unit and representatives from the other municipalities in the Region regarding the availability of funding from the Ministry of Health and Long Term Care for the Healthy Kids Community Challenge. Staff provided input and assisted with the preparation of a joint grant application on behalf of the Region, the Cities, Townships, and specific non-profit organizations for funding to improve the health of children in Waterloo Region.
- Began working on a grant application to the Seniors Community Program for funding that will encourage greater social involvement, volunteerism and community engagement by seniors.

- Held two meetings with the sports field user groups: one with ball user groups, the other with Wilmot District Soccer Association
- Met with representatives from WALDA regarding the expansion of and planned activities for the second annual Q'ing for Life Event which is being held at Norm Hill Park again this year.
- Staff continued to work with the Youth Action Council. A summary of their activities for the first quarter is attached.

Submitted by:

A handwritten signature in cursive script, appearing to read "Vicky Luttenberger", written over a horizontal line.

Vicky Luttenberger

Manager of Recreation and Community Services

Youth Action Council Summary January 1st –March 31st 2014

This quarter for the Youth Action Council has been the most successful hosting two youth events, volunteering with the Splash Pad Fundraiser, and receiving a donation from The Community Players from New Hamburg.

The two youth events were the Secret Survivor event originally scheduled for Saturday January 25th, and then cancelled due to the severe weather. The event was rescheduled for Sunday February 10th and we only had one team unable to attend, bringing out eighteen (18) youth to this kick-off event. The second event was Wilmot's Next Great Baker which brought out four (4) teams totaling 12 youth plus our members. This event also allowed for the Youth Council to reach out for donations to local businesses including; Sobeys (New Hamburg), Frost Dessert Shoppe (Baden), The Urban Cakery (Baden), Frosting on Top (Wellesley), Cloverleaf Farms (New Hamburg), and Dolman Eye care (New Hamburg).

The Youth Council Volunteered with the Splash Pad Committee for their Fundraiser on Saturday March 15th for "Little Ray's Reptile Zoo". The Youth council was responsible for the crafts both inside the Community Centre and outside. Crafts included colouring pages for the reptiles in the show, as well as crocodile head, egg carton spiders and wriggling snakes. The event was a huge success for the Splash Pad committee and the council members enjoyed both the crafts and the show.

The final part of this quarter was the announcement from The Community Players (TCP) that our Youth Action Council was named as their donation organization for this year. The Youth Action council received a \$500.00 donation to use for events and capital items for the Youth Centre. Through this donation, the Youth Action Council has also begun forming a partnership with TCP, and will be able to work together in the future on events for both organizations.

Prepared by:

Lacey Smith



Township of Wilmot **REPORT**

REPORT NO. CK 2014-03

TO: Council

PREPARED BY: Tracy Loch

DATE: April 28, 2014

SUBJECT: Tender 2014-07, Exterior Repairs, Castle Kilbride

Recommendation:

That Nith Valley Construction be awarded Tender 2014-07 to repair the front porch and upper east balcony at Castle Kilbride for the bid price of \$72,790.

Background:

On February 28, 2014, Tender 2014-07 for the repair of the front porch and east balcony was released for bidding purposes. The capital project was endorsed by Council as part of the 2014 budget process.

Discussion:

On March 19, 2014 a total of three (3) tenders were received as follows:

<u>Bidder</u>	<u>Bid Price (excludes taxes)</u>
Robertson Restoration	\$138,000.00
Nith Valley Construction	\$72,790.00
Empire Restoration	\$67,635.00

Staff followed up on references provided by both Nith Valley Construction and Empire Restoration. The owners of both companies were also contacted to discuss the project further and to clarify the project timeline and materials required to complete the project, as Castle Kilbride has a busy summer of events planned. Based on the additional information provided, Empire expressed concern with obtaining materials and meeting the specified construction timeline, while Nith Valley Construction confirmed that they would have the necessary materials available without any delay. Nith Valley is highly skilled in construction and has woodworking expertise. In 2013, Nith Valley completed exterior/interior wood repairs to Castle Kilbride's belvedere (tower) and historic front doors. The projects were well executed and completed on time and on budget.

Strategic Plan Conformity:

Maintaining our infrastructure and rich cultural heritage ensures a prosperous economy for our municipality.

Financial Considerations:

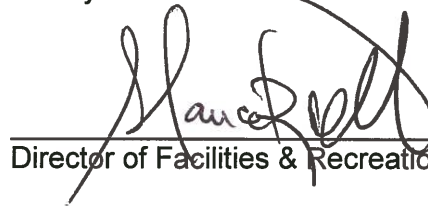
The 2014 capital budget contains \$75,000 to complete the necessary works. The recommended bid for this project (\$72,790) is within the approved budget.

Conclusion:

Staff recommend that the repairs to the porch and balcony at Castle Kilbride be awarded to Nith Valley Construction for \$72,790 plus HST.



Curator/Director Castle Kilbride



Director of Facilities & Recreation Services



Reviewed by CAO



Wilmot Family Resource Centre Inc.

Unit 1 - 175 Waterloo Street, New Hamburg, Ontario N3A 1S3

Telephone: (519) 662-2731 Fax: (519) 662-2158

Email: wfrc@bellnet.ca

www.wilmotfamilyresourcecentre.ca

Tuesday, April 08, 2014

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

Dear Wilmot Township Council Members,

Thank you for your substantial grant of \$17,235.00 to support programs and services provided by the Wilmot Family Resource Centre. We are grateful you have responded to the need within our community for help with such generosity.

We can do our work only because of the on-going support we receive from organizations, businesses and individuals who support social agencies. With your on-going support we continue to deliver Services and Programs to support and build a stronger healthier community. We are able to offer:

- Nutritious food in the form of emergency hampers to families/individuals
- Fun socialization programs for children via our drop-in programs at various locations and at our centre
- Skill development and social programs for youth to foster self-esteem and build confidence
- Support to individuals who are experiencing family stress and need assistance preventing family violence
- Assist individuals and families to access community supports and services to mitigate poverty
- Provide career coaching to persons seeking employment and career referral services in the area

Thanks to the generosity of our community, we continue to build on to:

- A community garden in Wellesley
- Healthy Choices Cooking Classes at Wilmot Recreation Complex
- A family drop-in program
- An early year "Movement" program
- Full day summer camps
- A Friday night youth program & March break drop-in for youth
- A six week session for women focused on improving boundaries and self-esteem

And... we have expanded the bi-weekly Dad's and Kids program to a weekly program.

At the Centre we are also actively engaged with community partners and stakeholders. We are constantly open to fostering new partnerships that will enable us to link into support networks and grow programs and services. By continuing to expand services we are better able to respond to the need of people and families within our community. To find out more about our organization and the many programs and services we offer within our community, please visit our web site at www.wilmotfamilyresourcecentre.ca.

We hope that we can continue to count on your support and that we demonstrate to you that we use it wisely to serve people in our community. I would like to take this opportunity to extend the deepest thanks of the Board and staff of the Wilmot Family Resource Centre for helping us bring help and hope to so many.

With sincere appreciation,

Trisha Robinson
Executive Director

GRCA Current



April 2014 • Volume 19, Number 4

GRCA General Membership

Chair	Jane Mitchell
Vice-Chair	Vic Prendergast
Townships of Amaranth, East Garafraxa, Melancthon and Southgate and Town of Grand Valley	Tom Nevills
Townships of Mapleton and Wellington North	Pat Salter
Township of Centre Wellington	Joanne Ross-Zuj
Town of Erin, Townships of Guelph/Eramosa and Puslinch	John Brennan
City of Guelph	Bob Bell, Maggie Laidlaw
Region of Waterloo	Les Armstrong, Todd Cowan, Jan d'Ailly, Rob Deutschmann, Jean Haalboom, Ross Kelterborn, Geoff Lorentz, Claudette Miller, Jane Mitchell, Warren Stauch
Municipality of North Perth and Township of Perth East	George Wicke
Halton Region	J. Barry Lee
City of Hamilton	Jeanette Jamieson
Oxford County	Bruce Banbury
County of Brant	Brian Coleman, Steve Schmitt
City of Brantford	Robert Hillier, Vic Prendergast
Haldimand and Norfolk Counties	Lorne Boyko, Fred Morison

Flood watch underway

March ended with a flood watch message for what could be a challenging spring melt.

At the end of the month, the Grand River watershed had above-average snowpack. Snow melt began to expose some bare fields in the southern part of the watershed, however woodlots and fence rows still had snow. The north still has full winter conditions and the snow melt is expected to continue through most of April.

Ice along the Grand River was beginning to deteriorate with the increased flows and sunshine. Ice between Lake Erie and Cayuga was generally intact at the end of March. Risks included potential for ice jams in the river system and initiate ice movement was underway. Common ice jam locations include Cayuga, New Hamburg, and West Montrose and the associated river systems.

The County of Haldimand, in conjunction with the GRCA, asked the Coast Guard to send an icebreaker to clear ice from the mouth of the river and offshore in Lake Erie.

The Samuel Risley arrived March 30 and broke up the ice to reduce the risk of flooding along the Grand from Dunnville to the mouth during the spring melt.

Both the lower Grand River and Lake Erie have had heavy ice cover this winter. Typically, during the spring melt, ice on the river breaks up before the lake thaws. As river ice reaches the mouth, it has no place to go. The resulting ice jam blocks the flow of water from the river into the lake, leading to flooding.

At the end of March, the major reservoirs at Belwood, Conestogo, Guelph, Luther, Woolwich, Laurel, and Shades were at low winter holding levels and had maximum storage available.

Post ice storm cleanup shifts to rail-trails

Cleanup work on GRCA properties moved to the Cambridge-Paris Rail-Trail on March 31. A team using an excavator worked its way from Cambridge to Paris, removing trees and branches

damaged in the December ice storm.

The work on this trail was expected to last about a week.

Most GRCA parks and trails remain closed while GRCA crews and contractors continue their efforts to make the properties safe again.

Three parks that were open for winter activities (Laurel Creek, Shade's Mills and Belwood Lake) have completed their winter season and are now closed.

Those three parks and most other GRCA paid-admission parks are scheduled to open for the summer season on May 1.

Ready for tree planting season

Some tree numbers are up and some are down as we get set for tree planting season in the Grand River watershed.

The GRCA has seven planting events in watershed communities that the public is invited to attend and help out. There are many other projects that involve specific groups of volunteers, such as students, companies and community organizations. These volunteers are helping to plant trees while also learning about ecology. This is more than the usual number of planting events.

The GRCA has hired contractors to plant 290,000 trees in many locations this spring, which is about on par with last year. The most northerly of these projects is a riparian buffer on a property close to Shelburne. The most southerly project is a living snow fence that will be planted in Haldimand County to help make Junction Road safer during winter weather. This is the first living snow fence for Haldimand through the Rural Water Quality Program.

About 38,000 trees were sold to landowners both online and over the phone, and these will be picked up at the GRCA. This number is a little lower than last year.



Trees and shrubs removed along dikes

In March, contractors worked along sections of the Brantford Dike and the Bridgeport Dike to remove trees and shrubs to maintain the structural integrity of the dike.

The work was done along Morrison Road in Brantford, which runs off Mohawk Road and leads to the Brantford Sanitary Landfill during the last two weeks of March. A crane used to remove the trees and shrubs from the top of the dike.

Trees pose a threat to the integrity of the dike. The root balls can weaken the structure of the dike. In addition, if a tree were to fall over it could leave a hole in the dike that could be eroded by heavy rain or high water, potentially leading to a failure.

Similar work was done on the section of the dike that runs through the Bridgeport Sportsfield in Kitchener. Trees and shrubs are being removed from the face of the dike. The trail on top of the dike was closed during the work.

Maintenance of this sort is carried out regularly on the dikes. They were built in the 1980s to provide protection to low-lying sections of the city.



Photo by Art Smith

The Canadian Coast Guard ship Samuel Risley came to the mouth of the Grand River at Port Maitland on March 30 to clear a path for the ice to come down the Grand River during the spring melt.

Children's water festival coming to Haldimand

A new children's water festival is coming to the southern Grand River watershed.

About 350 children will visit the Haldimand Children's Water Festival in early October at Taquanyah Nature Centre. The festival will teach children about the importance of water conservation, protection, technology and ecology. It offers hands-on learning that is fun and interactive and will be the third children's water festival in the Grand River watershed.

The Waterloo-Wellington Children's Groundwater Festival was among the first children's water festivals in the province when it started in 1996, and there are now 26 children's water festivals in Ontario.

Over the past 19 years, the Waterloo Wellington festival has educated 75,000 students at Doon Heritage Crossroads in Kitchener. This year the festival takes place May 26 to 30, thanks to donors and hundreds of volunteers.

The annual Brantford/Brant Children's

Water Festival debuted in 2006 and will be held May 13 to 15 at Mohawk Park in Brantford for students from Brant, Brantford and Six Nations.

First winners of GRCA photo contest

Three random draws for a Grand River Parks membership have been drawn for the GRCA photo contest, which is continuing until Oct. 31.

The winners of these random draws are Heather Mead (Fergus) in January, Heather Greg (Rockwood) in February and Nick Wagner of Kitchener in March.

At the end of the contest there will be winners in three categories of prizes — recreation, riverscapes and historic photos taken before 1975. The prizes are gift certificates valued at \$500, \$250 and \$100.

For full details and to submit photos, see www.grandriver.ca/photocontest.

This issue of *GRCA Current* was published in April 2014.

It is a summary of the March business conducted by the Grand River Conservation Authority board and committees as well as other noteworthy happenings and topics of interest.

The Grand River Conservation Authority welcomes the copying, forwarding and distribution of *GRCA Current*.

Next board meeting: Friday, April 25 at 9:30 a.m., GRCA Administration Centre.

Reports mentioned in *GRCA Current*: www.grandriver.ca/MeetingReports.

For coming events, please see www.grandriver.ca/Calendar.

The March-April issue of *Grand Actions* newsletter is available at: www.grandriver.ca/GrandActions

TO THE IMMEDIATE ATTENTION OF THE CLERK AND COUNCIL

April 14, 2014

Premier Announces \$29 Billion for Transit and Transportation Infrastructure

Today, the Premier of Ontario, the Honourable Kathleen Wynne, announced \$29 billion over ten years for transit in the Greater Toronto and Hamilton Area (GTHA) and transportation infrastructure across Ontario.

The Province will create two funds - \$15 billion for GTHA transit and \$14 billion for transportation in the rest of Ontario - to support investments in priority infrastructure projects across the province such as public transit, roads, bridges, and highways.

AMO supports better transit and raised questions early on regarding equity for communities outside the GTHA and the impact of potential revenue tools on residents and community competitiveness. The Government appears to have heard these concerns and reacted by seeking to ensure transparent revenue allocation for GTHA transit and transportation infrastructure outside of the region. We look forward to seeing how this transparency takes shape.

In announcing the initiative, the Premier said that funding will come from such sources as:

- "Repurposing the existing Harmonized Sales Tax (HST) that is charged on the current provincial taxes on gasoline and road diesel.
- Redirecting 7.5 cents of the existing gas tax. This would be over and above the permanent two cents that goes directly to municipalities to fund transit infrastructure.
- The value resulting from a review of key government assets would go to the proposed Trillium Trust and be directed towards this plan, as would;
- Proceeds from the previously announced Green Bonds program".

Today's announcement is significant. We will await further details to be announced in the Ontario Budget. The announcement can be viewed here for more information: <http://news.ontario.ca/opo/en/2014/04/moving-ontario-forward-with-large-new-investment.html>.

AMO will update members when further details are available post May 1 Budget Day.

AMO Contact: Craig Reid, Senior Advisor, E-mail creid@amo.on.ca, 416.971.9856 ext. 334.

PLEASE NOTE AMO Breaking News will be broadcast to the member municipality's council, administrator and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

DISCLAIMER These are final versions of AMO documents. AMO assumes no responsibility for any discrepancies that may have been transmitted with the electronic version. The printed versions of the documents stand as the official record.

**THE CORPORATION OF THE TOWNSHIP OF WILMOT
BY-LAW NO. 2014-17**

**BEING A BY-LAW TO ESTABLISH THE 2014 FINAL TAX
LEVY, THE 2014 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 2012 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 2014, totalling \$6,770,040.00, detailed in the 2014 Municipal Budget, approved by Council on February 10, 2014, are used in the creation of the 2014 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 2014 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 st Instalment:	June 30, 2014
	Due Date of 2 nd Instalment:	September 30, 2014

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

Two Instalments:	Due Date of 1 st Instalment:	July 31, 2014
	Due Date of 2 nd Instalment:	September 30, 2014

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

Two Instalments: Due Date of 1st Instalment: **July 2, 2014**
 Due Date of 2nd Instalment: **October 1, 2014**

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

Two Instalments: Due Date of 1st Instalment: **August 1, 2014**
 Due Date of 2nd Instalment: **October 1, 2014**

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 2014)

- Notice of 2014 Final Levy shall be mailed at least 21 days prior to the due date of the 1st 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.

2014 Tax Rates

- The 2014 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 2014 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 2014 tax rates are set as follows:

<u>Tax Code</u>	<u>Tax Code Description</u>	<u>Tax Rate</u>
RT	Residential Taxable: Full	0.00246127
R1	Residential Taxable: Farmland Cl 1	0.00086144
MT	Multi-Residential Taxable: Full	0.00479948
NT	New Multi-Residential Taxable: Full	0.00246127
FT	Farm Taxable: Full	0.00061532
TT	Managed Forest Taxable: Full	0.00061532
CT	Commercial Taxable: Full	0.00479948
CU	Commercial Taxable: Excess Land	0.00335963
CX	Commercial Taxable: Vacant Land	0.00335963
XT	Commercial New Construction : Full	0.00479948
XU	Commercial New Construction : Excess Land	0.00335963
XX	Commercial New Construction : Vacant Land	0.00335963
ST	Shopping Centre Taxable: Full	0.00479948
SU	Shopping Centre Taxable: Excess Land	0.00335963
SX	Shopping Centre Taxable: Vacant Land	0.00335963
ZT	Shopping Centre New Construction: Full	0.00479948
ZU	Shopping Centre New Construction: Excess Land	0.00335963
ZX	Shopping Centre New Construction: Vacant Land	0.00335963
IT	Industrial Taxable: Full	0.00479948
IH	Industrial Taxable: Full, Shared PIL	0.00479948
IU	Industrial Taxable: Excess Land	0.00335963
IX	Industrial Taxable: Vacant Land	0.00335963
I1	Industrial Taxable: Farmland Cl 1	0.00086144
JT	Industrial New Construction : Full	0.00479948
JU	Industrial New Construction : Excess Land	0.00335963
JX	Industrial New Construction : Vacant Land	0.00335963
PT	Pipeline Taxable: Full	0.00285827
E	Exempt	0.00000000

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 shall come into force on the date of its passage by Council.

READ a first and second time in Open Council this 28th day of April, 2014.

READ a third time and finally passed in Open Council this 28th day of April, 2014.

Mayor

Clerk

**THE CORPORATION OF THE TOWNSHIP OF WILMOT
BY-LAW NO. 2014-18**

**BY-LAW TO AUTHORIZE THE EXECUTION OF AN
AGREEMENT AS MORE PARTICULARLY SET FORTH
IN SCHEDULE "A" ATTACHED**

WHEREAS the Municipal Council of the Corporation of the Township of Wilmot is desirous of entering into an Agreement, a copy of which is attached as Schedule "A" to this By-law.

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

1. That the Agreement attached as Schedule "A" to this By-law be and the same is hereby accepted as approved.
2. That the Mayor and The Clerk are hereby authorized to execute under seal the said Agreement and all other documents and papers relating to this transaction.

READ a first and second time this 28th day of April, 2014.

READ a third time and finally passed in Open Council this 28th day of April, 2014.

Mayor

Clerk