



**TOWNSHIP OF WILMOT
COUNCIL AGENDA
MONDAY, APRIL 7, 2014**

**TELEVISED
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 March 24, 2014**

Recommendation

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

Regular Council Meeting March 24, 2014.

- 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**

Recommendation

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

- 8.2 Paul Mackie, Treasurer
Anthony Richardson, President
Gregg Murtagh, Director
New Hamburg Lion's Club Cheque Presentation
Wilmot Recreation Complex Donation
- 8.3 Nick Bogaert, Chairman
Heritage Wilmot Advisory Committee
Council Update
- 8.4 Cassidy Egerdeen, Relay for Life Event Chair
Christine Strong, Relay for Life Entertainment Chair
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

Recommendation

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.

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

Recommendation

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.

- 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

Recommendation

THAT Dietrich Engineering of 155 Frobisher Drive, Waterloo be appointed as the Engineer relative to the Petition from the Region of Waterloo and Aactiva 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.

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

THAT the Statement of Operations as of March 31, 2014, as prepared by the Manager of Accounting, be received for information purposes.

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****Recommendation**

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.

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

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

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

Recommendation

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.

9.8 CASTLE KILBRIDE

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

Recommendation

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

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**

Recommendation

THAT Correspondence Items 10.1 to 10.3 be received for information.

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**

Recommendation

THAT By-law Nos. 2014-14 and 2014-15 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. 2014-16

Recommendation

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.

16. ADJOURNMENT

Recommendation

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



**TOWNSHIP OF WILMOT
COUNCIL MINUTES
MONDAY, MARCH 24, 2014**

**CLOSED COUNCIL MEETING
WILMOT COMMUNITY ROOM
6:30 P.M.
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'Kafka, Fire Chief M. Raine, Curator/Director of Castle
Kilbride T. Loch, Director of Finance R. Tse, Manager of Accounting P. Kelly,
Manager of Revenue T. Wendland**

1. MOTION TO CONVENE INTO CLOSED SESSION

Resolution No. 2014-51

Moved by: B. Fisher

Seconded by: M. Murray

**THAT a Closed Meeting of Council be held on Monday, March 24, 2014 at 6:30 p.m. in accordance
with Section 239 (2) (b) of the Municipal Act, 2001, for the purposes of considering the following
matters:**

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

CARRIED.

2. MOTION TO RECONVENE IN OPEN SESSION

Resolution No. 2014-52

Moved by: P. Roe

Seconded by: M. Murray

That we reconvene into Open Session of Council at 7:00 p.m. in the Council Chambers.

CARRIED.

3. MOMENT OF SILENCE

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 3, 2014****Resolution No. 2014-53**

Moved by: M. Murray

Seconded by: A. Junker

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

Regular Council Meeting March 3, 2014.

CARRIED.

7. PUBLIC MEETINGS**8. PRESENTATIONS/DELEGATIONS****9. REPORTS****9.1 CAO****9.1.1 REPORT NO. CAO 2014-02
2014 Municipal Work Program****Resolution No. 2014-54**

Moved by: P. Roe

Seconded by: M. Murray

THAT the 2014 Municipal Work Program, as per the report dated March 24, 2014, and prepared by the Chief Administrative Officer, be endorsed.

CARRIED.

The Chief Administrative Officer highlighted the report.

The Director of Clerk's Services updated Councillor J. Gerber on an amendment to the Smoke Free Places Where Children Play initiative by stating that the legislation has received a second reading and is expected to be moved to a third reading at the Legislature, Council will be updated on the outcome.

The Chief Administrative Officer advised Councillor J. Gerber that the Service Club Fair mentioned in the Strategic Plan can be added to the Work Program as a new initiative to begin in the fall of 2014.

9.2 CLERKS

- 9.2.1 REPORT NO. CL2014-09**
Exotic Pet By-law Temporary Exemption Request
Little Ray's Travelling Reptile Zoo /
Bring a Splashpad to Wilmot Committee

Resolution No. 2014-55**Moved by: M. Murray****Seconded by: A. Junker**

THAT a temporary exemption to the Exotic Pet By-law be ratified for Little Ray's Travelling Reptile Zoo / Bring a Splashpad to Wilmot Committee for Saturday, March 15, 2014 at the Wilmot Recreation Complex located at 1291 Nafziger Road, Baden.

CARRIED.

Mayor L. Armstrong noted that this event was well attended and was very enjoyable with some unique animals.

9.3 FINANCE

- 9.3.1 REPORT NO. FIN 2014-14**
Wilmot Township Water & Wastewater Financial Plan

Resolution No. 2014-56**Moved by: A. Junker****Seconded by: M. Murray**

THAT report FIN 2014-14 regarding the Wilmot Township Water and Wastewater Financial Plan, prepared by the Manager of Revenue, be approved.

CARRIED.

The Manager of Revenue highlighted the report.

The Manager of Revenue clarified for Councillor B. Fisher that the increase projected for "Other Revenues" in 2018 can be attributed to the expected Development Charges relative to the employment lands.

9.4 PUBLIC WORKS

- 9.4.1 REPORT NO. PW-2014-03**
2013 Summary Water Distribution Report and
Drinking Water Quality Management System

Resolution No. 2014-57**Moved by: M. Murray****Seconded by: J. Gerber**

THAT Report PW-2014-03 be received for information purposes.

CARRIED.

The Director of Public Works highlighted the report.

The Director of Public Works advised Councillor A. Junker that the Township has had some weather related service interruptions such as watermain breaks and frozen services but that Wilmot has not been as adversely affected as some other areas.

**9.4.2 REPORT NO. PW-2014-04
Culvert Replacement on Haysville Road**

Resolution No. 2014-58

Moved by: B. Fisher

Seconded by: P. Roe

THAT the tender submitted by Theo Vandenberg Construction Inc. for replacement of a concrete culvert located on Haysville Road (Structure No. 40 / B-T12), in the amount of \$136,235.27, net of the HST, be accepted.

CARRIED.

The Director of Public Works highlighted the report.

The Director of Public Works clarified for Councillor B. Fisher that the resurfacing portion of the project will include the location of the box culvert only.

**9.4.3 REPORT NO. PW-2014-05
Gravel Excavation, Crushing and Stockpiling**

Resolution No. 2014-59

Moved by: M. Murray

Seconded by: J. Gerber

THAT the quotation received from Tri-City Materials Ltd. To excavate, crush and stockpile granular material at the Township Pit, in the amount of \$50,768.64, net of the HST rebate, be accepted.

CARRIED.

9.5 DEVELOPMENT SERVICES

**9.5.1 REPORT NO. DS 2014-09
February Building Statistics**

Resolution No. 2014-60

Moved by: P. Roe

Seconded by: M. Murray

THAT the February 2014 Building Statistics be received for information.

CARRIED.

9.6 FACILITIES AND RECREATION SERVICES – no reports**9.7 FIRE – no reports****9.8 CASTLE KILBRIDE – no reports****10. CORRESPONDENCE**

- 10.1 Heritage Wilmot Advisory Committee – Meeting Minutes of February 4, 2014**
- 10.2 Grand River Conservation Authority – General Membership/Election Of Officers Meeting, January 24, 2014**
- 10.3 Association of Municipalities of Ontario – Legislature Supports Motion on Municipal Liability Reform – More Municipal Action Needed**
- 10.4 Ministry of Community Safety and Correctional Services – Municipal Emergency Management Program Annual Review for the Township of Wilmot**
- 10.5 Town of Aurora – Resolution Regarding the Introduction of Municipal Recall Election Legislation**
- 10.6 Grand River Conservation Authority – GRCA Current, March 2014**

Resolution No. 2014-61**Moved by: J. Gerber****Seconded by: A. Junker****THAT Correspondence Items 10.1 to 10.6 be received for information.****CARRIED.****11. BY-LAWS****12. NOTICE OF MOTIONS****13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS**

- 13.1** Councillor J. Gerber advised Council of the Living Well Festival occurring on April 25 and 26 which includes a variety of activities on both the Friday night and Saturday. He further reminded Council that they have been asked to serve lunch again from 12:00 noon to 1:30 p.m.
- 13.2** Councillor J. Gerber provided his commendation of the Wilmot team that entered the Ontario Municipal Hockey Championship and won their first three games but were beat by the Ingersoll team in the Finals.

14. BUSINESS ARISING FROM CLOSED SESSION

15. CONFIRMATORY BY-LAW

15.1 By-law No. 2014-13

Resolution No. 2014-62

Moved by: P. Roe

Seconded by: M. Murray

THAT By-law No. 2014-13 to Confirm the Proceedings of Council at its Meeting held on March 24, 2014 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

16. ADJOURNMENT (7:20 P.M.)

Resolution No. 2014-63

Moved by: M. Murray

Seconded by: A. Junker

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

CARRIED.

Mayor

Clerk



Township of Wilmot **REPORT**

REPORT NO. CL2014-07

TO: Council

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

DATE: April 7, 2014

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

Recommendation:

THAT Report No CI2-14-07 be received for information.

Background:

Staff have received an application for a kennel operation to be located on the property owned by Ronald and Janelle Kuepfer at 3532 Erb's Rd., Baden. A site map of the proposed kennel is attached as Appendix A to this report.

The application is for 20 Bernedoodles (Bernese Mountain Dog/Poodle Cross) to facilitate the operation for a breeding kennel. The property is zoned agricultural and the kennel is a permitted use in that zone. The kennel is proposed to be located in a former hay storage structure situated on the property. The owner is also aware that a renewal licence is required annually, that the appropriate fees relative to the number of dogs must be submitted as part of the renewal, and that routine inspections will be carried out.

Discussion:

A circulation to all property owners within 150 meters of the boundaries of the property, to which the application applies, has been completed. Staff were contacted by the neighbouring property owner that resides closest to the proposed kennel – Mr. Mike Etue of 3554 Erb's Rd. citing concerns relating to the distance of the kennel to his house and potential noise and odour concerns. Mr. Etue also indicated to staff that other neighbours had similar concerns. With respect to distance requirements, the Township's bylaw states that a kennel is to be 150 metres from the nearest habitable

building. The actual distance of the proposed kennel is 121 metres to the nearest habitable building. Mr. Kuepfer was made aware of this shortfall. Mr. Etue advised staff that he would be meeting with the kennel owner to discuss his concerns and that he intended to visit other kennels within the municipality to understand their operations.

No other comments or inquiries have been received at the time of this report, however all recipients of the circulation were made aware that they could attend the public forum to express any comments or concerns. By-law Officers have been on site to conduct an inspection of the property and observed that the construction of the kennel was already underway without Township knowledge.

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.

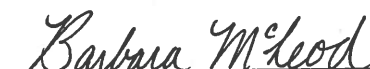
Financial Considerations:

The Township has processed the \$500 "New Kennel Licence fee" as is authorized under By-laws 2008-01 and 2012-04.

Pending public input and 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 sequent years, this kennel will be subject to the full year Kennel Licence Fee for 20 dogs, currently set at \$400.

Conclusion:

All input from the public meeting will be reviewed and staff will prepare a subsequent report for Council's consideration. Individuals having made written or verbal presentations at or prior to the public meeting will be provided notice when the application is slated to return to Council with a recommendation.



Barbara McLeod, Director of Clerk's Services



Reviewed by CAO

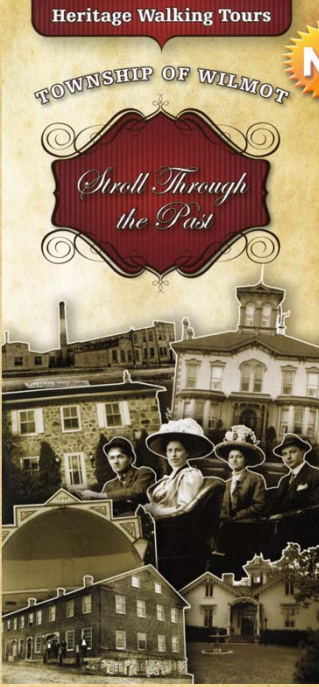




Heritage Wilmot
Preserving
Our Heritage
For Tomorrow

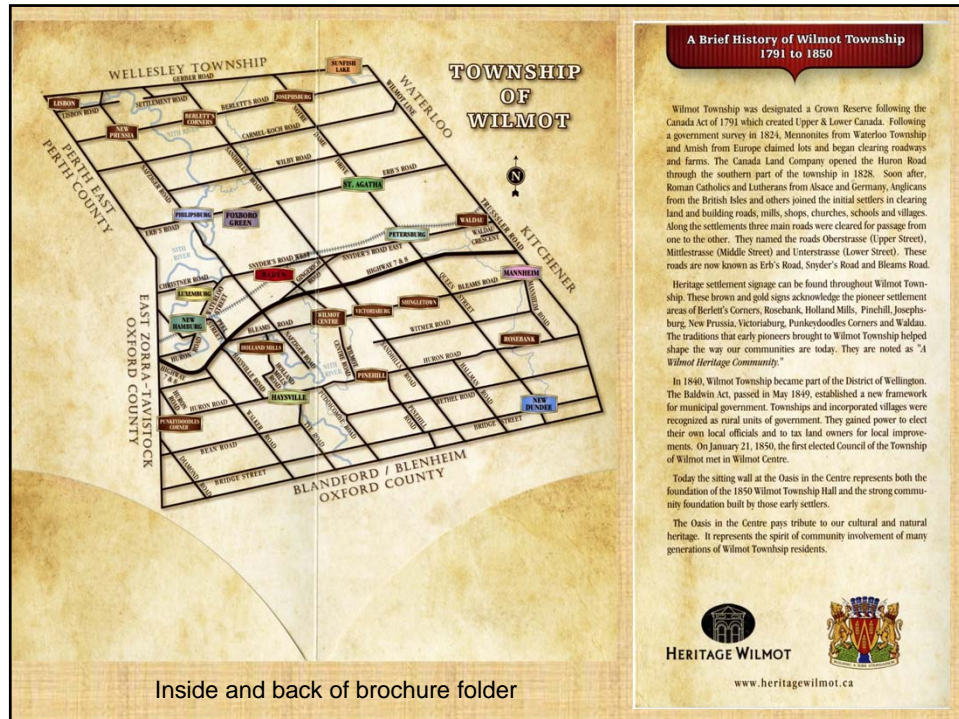
**Heritage Wilmot
Advisory
Committee**

Council Update
April 7, 2014



Heritage Walking Tours
NEW
TOWNSHIP OF WILMOT
*Stroll Through
the Past*

**Wilmot
Township
Heritage
Walking Tours**



Inside and back of brochure folder

2006 Brochures

- In 2006, the Heritage Wilmot Advisory Committee first introduced historic walking tours.
- The project was initiated by former committee member, Marilyn Sararus, and were designed to showcase the unique attributes of three communities in Wilmot Township.

The image shows the front cover of a red book. At the top left, there is a small white tab with the number '1'. The word 'HISTORY' is printed in large, bold, black letters with a white outline. Below it is a small, square, color photograph of a two-story brick building. Underneath the photo, the words 'NEW DUNDEE' are printed in a stylized, bold font. At the bottom left, there is another white tab with the number '1'. The background of the cover is a solid red color.

- Over the years, new archival information and photos were donated to the Wilmot Township Archives.
- Material such as the Women's Institute Tweedsmuir books were an invaluable resource for enhancing the tours.

The image shows a logo for 'Heritage Walking Tours'. At the top, it says 'Heritage Walking Tours' in white text on a red background. Below this is a red shield with the word 'Baden' in a white, cursive font. Above the shield, it says 'TOWNSHIP OF WILMOT' in a small, black, sans-serif font. To the right of the shield is a yellow starburst with the word 'NEW' in black. Below the shield, it says 'Stroll Through the Past' in a red, cursive font. At the bottom, there is a black and white photograph of four women in early 20th-century attire standing in front of a building. The word 'BADEN.' is visible on the building's facade. Below the photo, it says 'Livingston & Holwell girls c.1900' in a small, black, sans-serif font.

Baden Tours

History of Baden

The area was first settled in the mid 1820s by Amish Mennonites from Bavaria by way of Pennsylvania. Amidst these first farms, a small settlement named Weissenburg emerged. The Baden we know today did not exist until the 1855 survey by Jacob Beck. He named the place after his hometown, the health resort of Baden-Baden in Germany. Baden was home to two famous residents: James Livingston, the owner of Castle Kilbride and Sir Adam Beck, regarded as the Father of Ontario Hydro.

1. Castle Kilbride (National Historic Site) at 60 Snyder's Road West.



James Livingston, known as the *Flax and Lined Oil King of Canada*, built this Italianate home in 1877. Named after his birthplace of East Kilbride in Scotland, it remained in the family for three generations until 1988. The main features of the home are the finest examples of rare *Pompeii Tied* painted wall and ceiling murals in all of Canada. It also boasts exquisite furnishings throughout. Exterior hints to note: the heart-shaped driveway and the two-door, triple brick Italianate privy on the west side. The museum was designated a National Historic Site in 1994. It is owned and operated by the Township of Wilmot. Visit www.castlekilbride.ca for more information.

2. Livingston Square



East of Castle Kilbride is a replica of the town band shell which was originally located beside the Town Hall on Beck Street. Noah Zoeller and James Livingston were instrumental in organizing Baden's first band in 1880. The gardens in this square are maintained by the Wilmot Horticultural Society. The ornamental three-tiered fountain marks the former site of the stable for the tavern located across the road.

3. Old General Store at 55 Snyder's Road West.

This general store was built in 1854 and was operated by the Hillborn Brothers until 1900. The brothers sold it to J. R. Shantz, who built the c.1895 Victorian house next door. The store has changed owners and functions many times. Despite these changes, the four large display windows (two on each side of a recessed entrance) and the false front, which are typical of the old style general store, have been preserved.

4. The Baden Hotel (now EJ's at Baden restaurant) at 59 Snyder's Road West.



When Christopher Kraus built the Baden Hotel in 1874 it was strategically located near the Grand Trunk Railway station, making it a focal point for business and social activities. This Georgian style building is one of the oldest continuously operating taverns in Canada. A unique 'cut corner' facing west holds the date stone and Kraus' name. Inside, visitors can see the ornate c.1874 wooden bar, as well as the original hand painted tin ceiling. Local tales suggest that the tiles were painted by a customer in the 1870s to help settle his bill. In 2003, EJ's was designated by the Township of Wilmot under the Ontario Heritage Act.

5. Livingston Presbyterian Church / Masonic Hall at 44 Beck Street.



This turn of the century Gothic Revival style church is the only Presbyterian Church in Wilmot Township. In 1895 James Livingston provided the land and a large portion of funding for the construction of this church. The cost to build was \$2,180. The Livingston family also donated the memorial stained glass windows, a painting of The Last Supper by Edward R. Glen, the baptismal font and the pipe organ. **Wilmot Masonic Lodge No. 318** was established in July 1874. The Lodge was originally located in a room at the Baden Hotel. It relocated to the second floor of the church in 1951. Regular meetings are still held in this room which is decorated with furnishings that are over one hundred years old, including two chandeliers (1888) and the Lodge seal (1874). Note: Livingston was a Charter member and attained the 33rd Degree of the Scottish Rite, the highest rank of the Masonic Order.

6. Old Town Hall lot on South side of Beck Street.



In 1858, Jacob Beck built a town hall and courthouse here to house the Fifth Division Court of the County of Waterloo. This Classical Revival style building was decommissioned and moved to Toronto's Black Creek Pioneer Village in 1967. It was restored and opened to the public as the Town Hall. This land once featured a park (c.1909), which held the original 1880 band shell where the Baden Band performed outdoor summer concerts.

7. St. James Lutheran Church at 66 Mill Street



In 1862, Jacob Beck sold this land for \$50 to St. Jacobus Kirche (St. Jacob Church). The church was officially built for \$1,000. On December 29, 1911 at 8 p.m. the Church became the first building in Baden to have hydro when the Power Minister, the Honourable Adam Beck switched on public hydro-electric power. This illuminated the interior light fixtures that he had donated to the church in memory of his mother Charlotte (Hespeker) Beck. They are still being used today.

Heritage Walking Tours

NEW



Stroll Through the Past



New Dundee

History of New Dundee

John Millar, the founder of New Dundee, was one of three Millar brothers who emigrated to Canada from Dundee, Scotland. John came to this area around 1824. John and his brother Frederick G. saw the possibilities of damming the small river passing through the little valley where New Dundee now stands. Together, they dammed Alder Creek in 1832 and created the mill pond. They named their new home "New Dundee" which means "in the hollow by the water." New Dundee's most famous resident, William John Wintenberg, known as the "Father of Canadian Archaeology" was born 1876 in New Dundee.

1. Kavelman's Store (now The New Dundee Emporium) at 169 Front Street.



This structure was built in 1887 by Gottlieb Bettschen, son of early pioneer and first Reeve of Wilmot Township. It was named "Jubilee Block" in honour of the 50th anniversary of Queen Victoria's reign. The building is best remembered as The Herman Kavelman Store. Kavelman worked as an apprentice clerk here and eventually bought the business in 1910 and operated it for six decades as a general store which also included a music hall. The store has changed owners several times. Despite these changes, the original shelves, floor, counters, product bins, and some of the first gas lights are still featured in the historic store today. Note: The Victorian mercantile architecture, intricate brickwork and a detailed cornice. The building was designated in 1985 by the Township of Wilmot under the Ontario Heritage Act.

2. Site of Weber Carriage Works at the corner of Front & South Streets



John Weber came to Canada from Germany in 1854. After his wood-working shop on South Street was destroyed by a fire in 1880, he founded Weber Carriage Works. He manufactured prize-winning buggies, carriages, wagons, sleighs and cutters. His sons took over the business from their father in 1908, and the business was renamed The Weber Brothers Carriage Works and was in operation until 1940.

3. The Harness Shop at 181 Front Street.



William Spactzel bought the harness shop on Front Street in 1906. Spactzel was known in Canada for his "Pneumatic Horse Collar" invention made from leather and rubber. The advertisements claimed that the collars were the "cure for sore shoulders." An employee named Albert Fiedlerlein married Spactzel's daughter and gradually took over the business. Along with the harnesses, Fiedlerlein manufactured leatherette car tops and side curtains for cars. In 1946 he discontinued the harness and leather work in order to concentrate on cold storage. He and his son Robert operated the Red and White Grocery Store until 1991.

4. Hardware Store at 172 Main Street.



John Millar built this hardware store in 1848, and it is one of the oldest structures in New Dundee. In 1856, a post office was also located here. The business was first operated by William Kriedel for thirty-five years followed by Earl Coleman in 1912 who ran the store for fifty-eight years. Note: Coleman installed the first gasoline pump in the village at this site in 1915. At that time gasoline was delivered and stored in barrels as well as being strained through a chamois before being poured into the automobile tanks.

5. The United Brethren Church at 28 Main Street.

Prior to the 1869 construction of this church, the congregation would meet on Sunday afternoons at the Union Church west of Rosville. The Sunday school was established in 1871, and it was the first English speaking Sunday school in the village. A basement was added in 1931, and the present stained glass windows were installed in 1938. A two-storey brick addition and a new foyer were built in 1958.

6. The Blacksmith Shop at 12 Main Street.



Several blacksmith shops once operated in the village. Part of the original building that was built and owned by Frederick G. Millar in 1847 remains underneath this modern exterior. Joseph Grotlich owned this shop for almost 50 years and used it for shoeing horses until retiring in 1950. With modern technology many former businesses that had been important to the village, faded into history. They included: the carriage works, the blacksmiths and the harness shops.

7. St. James Lutheran Church at 1177 Queen Street.



St. James Lutheran congregation was organized in 1859 with their first church built in 1863. Services were held for ninety years in the church, until 1953 when the original white frame building was dismantled. This red brick church was built on the same site and was dedicated in July of 1953.

8. The Baptist Church at 1175 Queen Street.



This is the oldest church in the village and was built in 1862. Andrew Poth, Philip Laurschlager, S.B. Eselman and Samuel Sararas, each paid \$50 towards the \$200 purchase so that the church was entirely owned by the Baptist congregation. Renovations in 1934 included turning the original white frame building 90 degrees to face Queen Street, adding a new foundation, brick veneer, a new basement and a lobby. Services were conducted in German until 1910.

9. Site of the first and second Public School Houses located behind the Baptist Church, on South Street facing Square Street.

New Dundee's first recorded school was built in 1850 on land donated by Frederick Millar. The yellow, one room, wooden structure had four rows of triple seats and a large box stove in the middle of the room. The second school was on the lot west of the original school. It was equipped with double desks and chair seats. Both schools were also used as a churches and meeting places for the community.

Heritage Walking Tours



Scroll Through the Past

NEW

New Hamburg




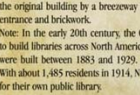
History of New Hamburg



A grist-mill built by Josiah Cushman about 1834 formed the nucleus around which a small community of Amish Mennonites and recent German immigrants developed. A village plot was surveyed in 1845 and six years later a post-office, New Hamburg, was established with William Scott, an early mill-owner, as postmaster. By then the village, with a population of 500, contained several prosperous industries, including a pottery, and the carriage-works and foundry of Samuel Merriner, a prominent Swiss-born entrepreneur. The construction of the Grand Trunk Railway, completed in 1856, and agricultural prosperity stimulated the community's development as an important centre for milling and farm machinery production. New Hamburg was incorporated as a Village, with about 1100 inhabitants, in 1857 and as a Town in 1966. (Ontario Heritage Foundation Plaque)

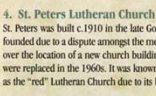
Seventy-five percent of the buildings located in the core area of New Hamburg have been identified as heritage buildings. This core was designated by the Township of Wilmot as a Heritage Conservation District under the Ontario Heritage Act in 1992.


- 1. The Carnegie Library (Region of Waterloo Library)**
at 145 Huron St.
Built c.1914 in the Beaux Arts/Classical Revival Style, the masonry work was done by local contractor, George Clair. In 1969 and 1995, the library underwent renovations and an expansion. The expansion is connected to the original building by a breezeway that showcases the original keystone entrance and brickwork.
Note: In the early 20th century, the Carnegie Foundation provided grants to build libraries across North America. A total of 2,509 Carnegie libraries were built between 1883 and 1929. In Canada, 125 libraries were built. With about 1,485 residents in 1914, New Hamburg was granted the funding for their own public library.


- 2. Cenotaph on Huron St.**
The first Cenotaph plans began in 1918 when interested citizens met at the library hall to discuss the erection of a monument in honour of New Hamburg's fallen heroes. Two cenotaphs were built between 1922 and 1929. Six decades later in 1989, a new granite cenotaph was built in the Classical Revival style. It honours those that died while serving during WWI, WWII, and the Korean War.


- 3. The Hartman Bridge on Huron St. (c. 1936)**
Located within the Heritage Conservation District, this steel Pratt truss bridge was built during the Great Depression by the Hamilton Bridge Company. This style of truss bridge, made from metal, was found to be more economical during this era. The bridge was named after the Hartman family who owned and donated the land on the opposite side of the river. The first wooden bridge here was built c.1845. This bridge is the third steel truss bridge to be located at this site, and was ranked number four of the top ten heritage bridges in the Region of Waterloo in 2012. The Heritage Canada Foundation selected the Hartman Bridge for its National Achievement award for its perceived value as a heritage structure in the community following the 2006 bridge restoration project. The structure was only slightly altered during this restoration, the largest modification being the deck replacement and repainting. The original builder plaques, Hamilton Bridge Company trademark plaque, lattice railings on the pedestrian sidewalk and the bridge's flooring system were all preserved. A commemorative plaque is located near the library.



- 4. St. Peters Lutheran Church at 144 Huron St.**
St. Peters was built c.1910 in the late Gothic Revival style. The church was founded due to a dispute amongst the members of Trinity Lutheran Church over the location of a new church building. The original tower and steeple were replaced in the 1960s. It was known for many years by local residents as the "red" Lutheran Church due to its brick colour.


- 5. Fire Hall at 121 Huron St.**
The original structure for firefighting was built here in 1882; it was replaced in 1969 with municipal offices and a Fire Department for the Town of New Hamburg. The offices relocated to Baden in 1994. Note: The front of the property holds an historical plaque commemorating the founding of the village. Beside the plaque the 1906 fire bell is preserved and displayed.


- 6. Luft Block at 100-106 Huron St.**
This block was first built c.1865 to house a jewellery and watch store. It was converted into a residence which Henry Luft bought in 1907. The old frame structure was demolished and replaced with an Ontario vernacular brick house in 1909 which also included a bakery. As the years progressed, this site would be best known



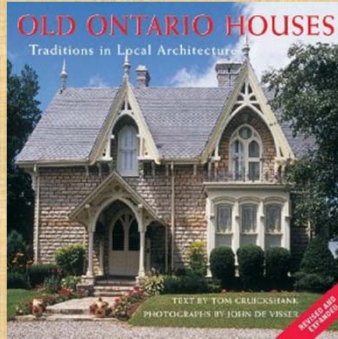
Where to find the walking tours?

- Township of Wilmot Municipal Office
- Libraries
- Area Businesses
- Heritage Wilmot's Website

www.heritagewilmot.ca

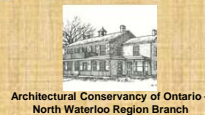


Upcoming event



- ACO talk at the Township of Wilmot municipal office the evening of April 23rd
- Tour of Castle Kilbride.
- Guest speaker Tom Cruickshank, author of *Old Ontario Houses*.
- Pre-registration required. Limited seating.
- To register contact the North Waterloo Branch of the Architectural Conservancy of Ontario at aco.nwrb@gmail.com or 519-579-1275.

Jointly sponsored by:





Township of Wilmot REPORT

REPORT NO. CL2014-10
TO: Council
PREPARED BY: Dawn Mittelholtz, Deputy Clerk
DATE: April 7, 2014
SUBJECT: Noise By-law Exemption Request
Waterloo-Oxford District Secondary School, Baden
Relay for Life Event

Recommendation:

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.

Background:

On March 5, 2014 Jeff Gerber, Student Activity Council Advisor, Waterloo - Oxford District Secondary School, advised the Township of Wilmot of the students' intention to hold the Relay for Life event. As in previous years they would be requesting an exemption to the Noise By-law from Township Council. This event has been held at the school in 2006, 2008, 2010 and 2012 wherein Council granted an exemption to the Noise By-law.

In 2006 and 2008 no complaints were received. In 2010 complaints were received and the organizers responded. In 2012 the organizers took steps to mitigate the noise travelling to the neighbours. The measurements taken were successful and no residents contacted the Waterloo Regional Police or the By-law Enforcement Officers to comment on the sounds generated by the event.

Discussion:

The students will be using the same set up as in 2012 that will prevent the noise from travelling. Properties neighbouring the school have been given notification of the event and were advised that they could contact the Township if they had any concerns regarding the event or Noise By-law Exemption. No comments have been received at the time of this report. Staff is satisfied with the efforts made to mitigate the noise and is comfortable with recommending the exemption.

Strategic Plan Conformity:

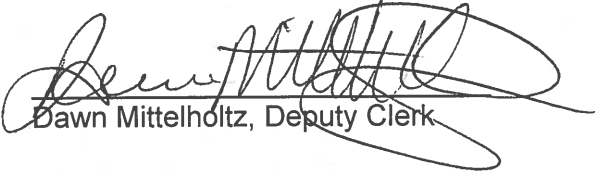
This biennial event has become a celebration for the students and an opportunity for them to learn about fundraising and giving back to the community. Through the granting of this approval the Township is supporting community events and celebrations and the integration of volunteers and community groups.

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



W-O RELAY FOR LIFE

**7 pm Friday, May 9 to
7 am Saturday, May 10, 2014**

March 18, 2014

Dear W-O Neighbour,

As a courtesy, and a requirement of the Township's Noise By-Law exemption, we wanted to formally let you know of our upcoming Relay for Life event. The event begins at 7 pm on Friday May 9 and finishes at 7 am on Saturday May 10. One aspect of the event is live music and broadcasted voices from our main stage behind the school by the bus turnaround parking area. We ask for your patience and support throughout the event. This is our fifth such event, and all together we have raised over \$350,000 to help make cancer history! Whatever noise you may hear through the night is certainly going to a good cause!

There were some concerns expressed about the level of noise at a few points in our 2010 event and in 2012 we took several measures to alleviate those concerns, including the orientation of the stage, the strength of sound system, the scheduling of entertainment and the volume settings on the sound system. We had no issues in 2012 and we anticipate a trouble-free event again this year!

We will be appearing at the Wilmot Township Council meeting on Monday April 7 to inform Council of the event and to formally request a noise by-law exemption. If you have any questions or concerns you are asked to contact Dawn Mittelholtz, Deputy Clerk at the Township office 519-634-8444.

Please do not hesitate to call me at the school (519-634-5441) or drop over to check out the event if you have any questions.

Sincerely,

Jeff Gerber (W-O Student Activity Council Advisor and Relay for Life Staff Advisor)

"Relay for Life" is a celebration of survival and a tribute to the lives of loved ones who have been touched by cancer. It is communities from coast to coast, joining together for twelve hours of fun, friendship and fundraising to beat cancer. For more info follow the links at <http://wodss.wrdsb.on.ca/>



Township of Wilmot **REPORT**

REPORT NO.	CL2014-11
TO:	Council
PREPARED BY:	Dawn Mittelholtz, Deputy Clerk Tracy Loch, Curator/Director of Castle Kilbride
DATE:	April 7, 2014
SUBJECT:	Castle Kilbride Summer Concert Series Noise By-Law Exemption and Amending By-law Update

Recommendation:

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.

Background:

The Summer Concert Series at Castle Kilbride has quickly become a favourite summer activity for many residents in the Township of Wilmot community. Previous years concerts have seen attendance at some performances exceed 600 guests. The 2013 performance by Chasaya was particularly memorable as the concert was streamed live over the internet to his home country of Zambia. For one young concert goer the performance of Crackerjack Palace served as the backdrop for her birthday party with several of her friends.

Guests begin to gather on the front lawn of the Castle hours prior to the performances and some have a picnic dinner while meeting with friends and family. As was the intention of the original owner of home, James Livingston, the concerts have become a way to bring the community together every Thursday evening in the summer.

Discussion:

Again, the Castle Kilbride Department has included the concert series in the 2014 Work Program, for July and August. The summer concert series will include various live

performances in the early evenings, 7:00 p.m. to 8:00 p.m., on the front lawn of the Castle. In previous years no noise complaints were received and they were all considered very successful events from both the public and staff perspectives.

Although the concerts are Township sanctioned events, staff are of the opinion that an exemption to the Noise By-law is prudent in order to address any potential for concern from the public. Residents within 150 meters of the Castle have been notified of the event and who to contact if they have any concerns regarding the Noise By-law Exemption. The New Hamburg Division of Waterloo Regional Police will be notified of the exemption in advance of the events.

Given the popularity of the concert series and the fact that no issues concerning noise have been raised from the public, staff is also recommending that an update be prepared to Schedule A of by-law 2007-17 that grants annual exemptions to the Noise By-law. In 2007 annual exemptions were granted to six annual events in the Township that had been in existence for many years without any concerns being raised regarding noise. This annual exemption does not prevent staff or Council from reviewing or reconsidering the matter if issues with noise were to arise.

Additionally, the Bridging the Gap Arts and Music Festival no longer is an event occurring in Wilmot and should therefore be removed from Schedule A of the amending by-law.

Strategic Plan Conformity:

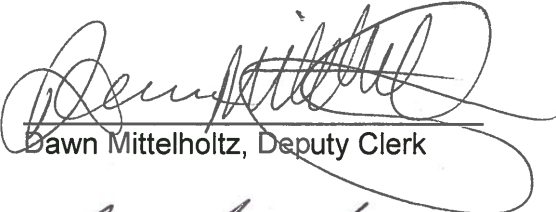
The granting of this request conforms to several components of the Strategic Plan including recreational opportunities for all residents, promotion of Wilmot's rich cultural heritage, supporting community events and celebrations, strengthening customer service, integrating volunteers, establishing a well-recognized brand and identity and promoting a bustling year-round tourism.

Financial Considerations:

There is no fee associated with noise exemption by-law, as such there is no revenue impact for the exemption.

Conclusion:

That the request for the Noise By-law Exemption for the Castle Kilbride Summer Concert Series be granted and an amendment to Schedule A of By-law 2007-17 be made accordingly.



Dawn Mittelholtz, Deputy Clerk



Tracy Loch, Curator/Director of
Castle Kilbride



Reviewed by CAO



Dear Neighbour,

Music brings the community together - a tradition that James Livingston (the original owner of Castle Kilbride) began over 130 years ago. This summer, Castle Kilbride will once again be hosting a summer concert series on the front lawn of the museum. Following the success of the previous years, we are pleased to offer more dates to listen to unique music at the Castle. Please join us for one, or for all of these dates!

Summer Concert Series

Bring your lawn chair or blanket and join us outside on the front lawn of Castle Kilbride from 7:00 p.m. to 8:00 p.m. Admission is by donation at the front gate or east side of the Castle Kilbride. (Note: In the event of inclement weather, the concert will be cancelled).

- July 3 – Traces Steel Drum Band (Caribbean)
- July 10 – Red Hot Ramble (New Orleans style Jazz, Funk & Blues)
- July 17 – Chasaya (Zambian)
- July 24 – Lance Russwurm & Friends (Traditional Country)
- July 31 – Rescue Junction (Gospel Bluegrass)
- August 7– Diana & Mike Erb (Folk/Country)
- August 14 – Barefoot Boogie Band (Classic Rock & Blues)
- August 21 – Cazu Band (Latin)
- August 28 – The Shanigans (Irish/Scottish/East Coast)



*****Please note: For these events, you will hear amplified music. Council will be considering a Noise By-law exemption for these events at the April 7th Council meeting. If you have questions or concerns regarding the granting of the exemption, please contact Dawn Mittelholtz (Deputy Clerk) at 519 634-8444 ext.230 by April 1, 2014***

Hope to see you out at the Castle!



For more information about the concerts, visit us at www.castlekilbride.ca

Sincerely,

Tracy Loch
Curator/Director

Nestled in the Heart of Baden

60 Snyder's Road West, Baden, Ontario N3A 1A1

Telephone: 519.634.8444 Fax: 519.634.5035 Email: castle.kilbride@wilmot.ca Website: www.castlekilbride.ca



Township of Wilmot **REPORT**

REPORT NO. CL2014-12

TO: Council

PREPARED BY: Dawn Mittelholtz, Deputy Clerk

DATE: April 7, 2014

SUBJECT: 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

Recommendation:

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.

Background:

On February 10, 2014 Council accepted a petition for Municipal Drainage works from John Hammer, Region of Waterloo Transportation Services and Larry Maseo on behalf of Activa Group in regards to 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). As required under the Drainage Act, the Clerk's Services Department forwarded notice of Council's Resolution to the petitioners and the appropriate agencies.

Discussion:

Pursuant to the Drainage Act, Council must appoint an Engineer by resolution or by-law within sixty days of sending the notice accepting the petition, to make an examination of the area requiring drainage as described in the petition and to prepare a report on the project.

Strategic Plan Conformity:

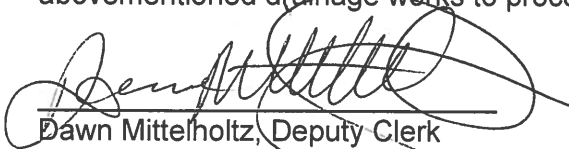
By proceeding with the requirements of the Drainage Act, Council is supporting the infrastructure within the municipality.

Financial Considerations:

If the municipal drainage works proceed pursuant to the Drainage Act, then the property owners that are affected would be assessed in accordance with the assessment schedule that will be prepared by the Engineer as part of his report. At this time, there are no financial considerations.

Conclusion:

It is recommended that Council appoint Dietrich Engineering as the Engineer for the abovementioned drainage works to proceed with the preparation of a report.



Dawn Mittelholtz, Deputy Clerk



Barbara McLeod, Director of Clerk's Services



Reviewed by CAO



Township of Wilmot

REPORT

REPORT NO. **FIN 2014-15**

TO: **Council**

PREPARED BY: **Patrick Kelly Manager of Accounting**

DATE: **April 7, 2014**

SUBJECT: **Statement of Operations as of March 31, 2014 (un-audited)**

Recommendation:

That the Statement of Operations as of March 31, 2014, as prepared by the Manager of Accounting, be received for information purposes.

Background:

Finance staff report to Council on the status of municipal operations on a quarterly basis.

Discussion:

Attached is the statement of operations as of March 31, 2014. The report is divided into sections outlining revenues and expenses from general government, protective services, transportation services, recreation and cultural services and development services.

Net General Levy Expenditure

One of the key performance indicators for municipal operations is reflected within the net expenditures from general levy. The total section of the report outlines revenues and expenses from all municipal operations, and how they relate to the Council approved operating budget. As of the statement date, YTD revenues and expenses are within the budgetary guidelines, and the net effect on general levy is 25.5% of budget.

Wilmot Recreation Complex

The WRC represents approximately 25% of all operating expenses from the general levy. Staff are pleased to continue reporting that as of the statement date, operations are meeting budget projections, with the combination of administrative and operating/maintenance costs at approximately 26% of the annual budget.

The WRC also represents approximately 61% of the budgeted operating revenue to the general levy. As of the statement date, WRC revenues are on target to meet budget projections, with current receipts at approximately 29%.

Winter Maintenance Operations

Winter weather events in the first quarter of 2014 were above the preceding 3-year average. Though budget estimates for fiscal 2014 were increased, due to recent trends and the harsh winter forecasts, the YTD expenditures of \$329,000 represent just over 80% of the annual budget. The capacity of this budget line to stay within the total budget of \$406,000 will be contingent upon the weather in the last two months of 2014.

The winter maintenance reserve fund was depleted at year end to offset costs incurred in fiscal 2013. If mild weather occurs in late 2014, any program savings would be transferred to assist in replenishing this reserve fund. However, if November/December are heavy months, any expenditures in excess of budget will directly impact overall expenditures from General Levy for 2014.

Strategic Plan Conformity:

This report is aligned with the Strategic Plan goal of being an engaged community through communication of municipal matters. Staff provide Council and the community an updated status of municipal finances in accordance with the Township's Accountability and Transparency Policy.

Financial Considerations:


As part of year end processing, net operating expenditures, capital funding from general levy and long-term debt payments are deducted from income generated through taxation, provincial grants and investments, to calculate the annual transfer to/from capital replacement reserve funds.

Conclusion:

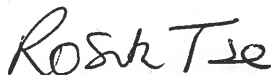
The preceding report is presented to Council for information purposes. The next report outlining operations will occur in July to include activities up to the end of Q2.



Patrick Kelly, Manager of Accounting



Reviewed by CAO



Rosita Tse, Director of Finance

**TOWNSHIP OF WILMOT
2014 OPERATING**

Description	2014 Budget	2014 Actual	Variance %
<u>GENERAL GOVERNMENT</u>			
<u>REVENUE</u>			
Administration Fees ¹	(39,755)	(15,533)	39.1%
Licenses and Fines ²	(91,700)	(54,186)	59.1%
Penalties & Interest Revenue	(295,000)	(64,461)	21.9%
	(426,455)	(134,180)	31.5%
<u>EXPENSES</u>			
Council ³	140,225	71,737	51.2%
CAO, Clerks	389,285	91,687	23.6%
Insurance ⁴	371,000	24,147	6.5%
Municipal Law Enforcement/Animal Control	202,545	44,131	21.8%
Municipal Election ⁵	16,000	643	4.0%
Financial Services	631,980	136,366	21.6%
IT Services ⁶	151,040	56,349	37.3%
	1,902,075	425,060	22.3%
<u>PROTECTIVE SERVICES</u>			
<u>REVENUE</u>			
Fire Services Revenues	(42,800)	(10,025)	23.4%
Ambulance Station Rental Income	(11,400)	(3,800)	33.3%
	(54,200)	(13,826)	25.5%
<u>EXPENSES</u>			
Fire Services Administration	796,015	233,611	29.3%
Fire Services Operating Expenses ⁷	207,300	33,374	16.1%
	1,003,315	266,986	26.6%

**TOWNSHIP OF WILMOT
2014 OPERATING**

Description	2014 Budget	2014 Actual	Variance %
<u>PUBLIC WORKS</u>			
<u>REVENUE</u>			
Roads/Engineering Service Charges	(10,300)	-	0.0%
Aggregate Resource Fees ⁸	(73,000)	-	0.0%
Municipal Drainage Grant Funding ⁸	(6,000)	-	0.0%
	(89,300)	-	0.0%
<u>EXPENSES</u>			
Engineering	152,735	34,941	22.9%
Roads ⁹	551,505	77,972	14.1%
Roads Maintenance	439,900	103,172	23.5%
Winter Control Expenses ¹⁰	406,655	329,062	80.9%
Municipal Drainage Operating Expenses	12,000	-	0.0%
Street Lighting Operating Expenses	128,000	38,879	30.4%
Crossing Guards Operating Expenses	44,395	10,455	23.5%
	1,735,190	594,481	34.3%
<u>RECREATION AND FACILITIES</u>			
<u>REVENUE</u>			
Wilmot Recreation Complex Revenues ¹¹	(1,319,520)	(381,217)	28.9%
Park, Facility and Community Centre Rental Revenue ¹²	(151,900)	(15,140)	10.0%
	(1,471,420)	(396,358)	26.9%
<u>EXPENSES</u>			
Recreation Administration	583,875	130,701	22.4%
Wilmot Recreation Complex Administration	1,347,795	330,189	24.5%
Wilmot Recreation Complex Operating Expenses	833,950	237,355	28.5%
Parks & Facilities Administration ¹²	457,810	84,160	18.4%
Parks and Community Centre Operating Expenses ¹²	363,250	43,455	12.0%
Municipal Facilities Operating Expenses	135,195	22,566	16.7%
Abandoned Cemetery Operating Expenses	3,900	900	23.1%
	3,725,775	849,326	22.8%

**TOWNSHIP OF WILMOT
2014 OPERATING**

Description	2014 Budget	2014 Actual	Variance %
<u>CULTURAL SERVICES</u>			
<u>REVENUE</u>			
Castle Kilbride Admissions & Events ¹³	(38,400)	(4,722)	12.3%
Castle Kilbride/Heritage Wilmot Grant Funding	(23,000)	-	0.0%
	(61,400)	(4,722)	7.7%
<u>EXPENSES</u>			
Castle Kilbride Administration	197,350	43,564	22.1%
Castle Kilbride Operating Expenses	53,120	24,584	46.3%
Archives Operating Expenses	3,650	-	0.0%
Heritage Wilmot Operating Expenses	12,895	2,021	15.7%
	267,015	70,168	26.3%
<u>DEVELOPMENT SERVICES</u>			
<u>REVENUE</u>			
Planning Application Fees	(66,500)	(15,920)	23.9%
Business Licensing	(3,000)	(400)	13.3%
	(69,500)	(16,320)	23.5%
<u>EXPENSES</u>			
Planning	147,535	37,856	25.7%
Economic Development ¹⁴	15,000	10,400	69.3%
	162,535	48,256	29.7%
<u>TOTAL OPERATING</u>			
<u>REVENUES</u>	(2,172,275)	(565,405)	26.0%
<u>EXPENSES</u>	8,795,905	2,254,277	25.6%
<u>NET GENERAL LEVY EXPENDITURE</u>	6,623,630	1,688,872	25.5%

NOTES:

- 1 YTD revenues include a refund of 2013 WSIB premiums (\$4,550). Refund is determined by the WSIB, and is based upon actual claims submitted in the preceding year.
- 2 Dog/kennel licenses are issued in Q1, and represent approximately \$48,000 of YTD fees collected.
- 3 YTD expenditures include distributions under the 2014 Municipal Grants Program (\$44,889).
- 4 Insurance Pool Premiums estimated by the Waterloo Region Municipal Insurance Pool (WRMIP) at \$281,000 are anticipated to be remitted in Q2.
- 5 Budget line will include all costs associated with 2014 Municipal Election, net of transfer from Election Reserve Fund.
- 6 Several third party software support contracts are paid in full in Q1. These fees represent approximately \$31,000 of YTD expenditures.
- 7 Dispatch fees and purchase of replacement personal protective equipment (PPE) represent approximately 1/3 of operating expenses. The expenditures historically occur in Q2 and Q3.
- 8 Funding of Aggregate Resource Fees and Municipal Drainage Grants are historically received by the Township in Q2 and Q3.
- 9 Roads staffing costs are impacted by seasonality. The majority of focus in Q1 is on Winter Maintenance Operations.
- 10 Winter maintenance activity levels are well above historical levels. This trend is being experienced throughout the Region due to weather patterns that have not been witnessed in decades. Any surplus or deficit from current year operations is contingent upon November and December snow fall amounts.
- 11 Includes the following revenues from the WRC: Aquatics (\$99,705); Ice Pads (\$213,348); Concession (\$48,222); Programming (\$9,152) Other (\$10,790).
- 12 Activity levels at parks and facilities are seasonal, with majority of expenditures occurring in Q2 and Q3.
- 13 Revenues are reflective of seasonality of tourism on Castle operations. Castle opened for full operations on April 1st.
- 14 YTD expenditures include \$10,000 membership fee for Canada's Technology Triangle (CTT).

**TOWNSHIP OF WILMOT
2014 USER-PAY**

Description	2014 Budget	2014 Actual	Variance %
<u>WATER/WASTEWATER</u>			
<u>REVENUE</u>			
Utility User Fees, including Local Improvements ¹	(4,147,570)	(444,507)	10.7%
Utilities Sales, Service Charges	(60,350)	(5,888)	9.8%
	(4,207,920)	(450,396)	10.7%
<u>EXPENSES</u>			
Water/Wastewater Administration	507,895	106,855	21.0%
Water/Wastewater Operating Expenses	522,725	126,042	24.1%
Water Regional Charges ²	1,135,000	169,185	14.9%
Wastewater Regional Charges ²	1,108,000	165,005	14.9%
	3,273,620	567,087	17.3%
<u>TRANSFER (TO)/FROM RESERVE FUNDS ⁴</u>	(934,300)	116,691	-12.5%
<u>CEMETERY</u>			
<u>REVENUE</u>			
Cemetery User Fees	(60,075)	(10,627)	17.7%
Cemetery Investment Income	(4,500)	-	0.0%
	(64,575)	(10,627)	16.5%
<u>EXPENSES</u>			
Cemetery Administration	31,715	965	3.0%
Cemetery Operating Expenses	14,700	2,718	18.5%
	46,415	3,683	7.9%
<u>TRANSFER (TO)/FROM RESERVE FUNDS ⁴</u>	(18,160)	(6,944)	38.2%
<u>BUILDING</u>			
<u>REVENUE</u>			
Building Permit Fees ³	(509,250)	(56,745)	11.1%
<u>EXPENSES</u>			
Building Administration	347,480	74,669	21.5%
Building Operating Expenses	266,220	61,959	23.3%
	613,700	136,628	22.3%
<u>TRANSFER (TO)/FROM RESERVE FUNDS ⁴</u>	104,450	79,883	76.5%

NOTES:

- 1 The new water/wastewater rates came into effect March 1, 2014. YTD fees represent billing up to end of January for New Hamburg, and the end of February for all other accounts.
- 2 Reflects flow to/from the Region of Waterloo for January and February.
- 3 YTD permit fees are outlined within the Monthly Building Statistics reporting from Development Services.
- 4 Transfers to/from reserve funds are calculated and allocated as part of year end processing.



Township of Wilmot **REPORT**

REPORT NO. PRD-2014-04
TO: Council
PREPARED BY: Vicky Luttenberger, Manager of Recreation & Community Services
DATE: April 7, 2014
SUBJECT: Funding from the Ontario Trillium Foundation

Recommendation:

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.

Background:

In the fall of 2013, Township staff prepared and submitted a grant application to the Ontario Trillium Foundation for funding in the amount of \$130,000 for the Wilmot Splashpad project. The intent of the application was that, if successful, the funding provided by the OTF would help the Wilmot Splashpad Fundraising Committee achieve their goal.

Discussion:

In March 2014, staff were contacted by the Honourable Michael Harris, MPP, advising that the Township's application was successful. Staff were pleased to learn that the Township would be receiving the full amount of its request - \$130,000. As per the funding requirements, grant recipients must enter into a formal funding agreement with the Ontario Trillium Foundation. Staff have received the funding agreement and require Council's authorization to execute the agreement.

With the grant from the Ontario Trillium Foundation, the funding required to complete the project is now in place and can proceed. Construction for the Splashpad will begin this summer and open in the Spring of 2015.

Strategic Plan Conformity:

The quality of life is enhanced by actively pursuing grants and funding opportunities relative to recreation programs and service provision.

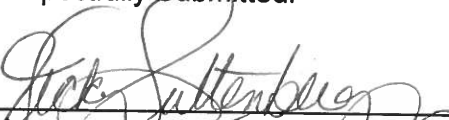
Financial Considerations:

Full funding for the project has been achieved.

Conclusion:

Based on funding requirements of the Ontario Trillium Foundation, grant recipients must enter into a formal funding agreement in order to receive the approved funds. Therefore, as per the recommendation, the Township must execute the funding agreement with the Ontario Trillium Foundation for funding towards the construction of the Wilmot Splashpad.

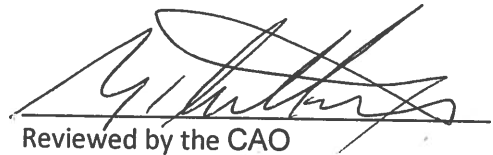
Respectfully Submitted:



Manager of Recreation & Community Services



Director of Facilities & Recreation Services



Reviewed by the CAO



Township of Wilmot REPORT

REPORT NO. FI 2014-04

TO: Council

PREPARED BY: Michael Raine, Fire Chief

DATE: April 7, 2014

SUBJECT: Quarterly Activity Report

Recommendation:

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

Background:

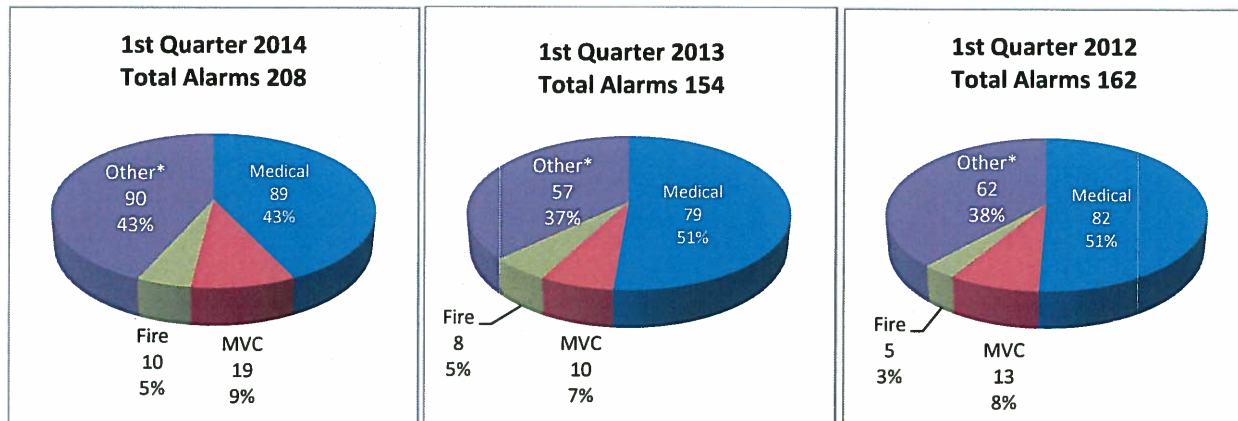
Not applicable.

Discussion:

The attached information shows our fire alarm activities for the three stations, as well as the activities from the Fire Prevention Officer.

In total during this period, the Fire Department responded to a total of 208 alarms. For the same period in 2013, the number was 154 and 162 in 2012 respectively.

First Quarter Alarm Stats Comparison



*Includes Alarms Ringing, Burn Complaints, CO Investigations, and smoke or odour investigations and any other miscellaneous calls.

Strategic Plan Conformity:

Communicating municipal matters.

Financial Considerations:

Not applicable.

Conclusion:

That the report be received for information.



Michael Raine
Fire Chief



Reviewed by CAO

Township of Wilmot Fire Department
Fire Chief: Michael Raine
60 Snyder's Road West, Baden N3A 1A1
1st Quarter Alarm Stats Comparison - Baden Station

Response Type

	2014	2013	2012
1 Fire	1	5	0
3 NO LOSS OUTDOOR fire	0	1	0
11 Overpressure Rupture (no fire, e.g., steam boilers, hot water	0	1	0
21 Overheat (no fire, e.g. engines, mechanical devices)	1	1	0
22 Pot on Stove (no fire)	0	1	1
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	0	0	1
24 Other Cooking/toasting/smoke/steam (no fire)	1	2	1
29 Other pre fire conditions (no fire)	0	1	0
31 Alarm System Equipment - Malfunction	1	5	3
32 Alarm System Equipment - Accidental activation	1	0	4
33 Human - Malicious intent, prank	1	0	1
34 Human - Perceived Emergency	0	2	3
35 Human - Accidental (alarm accidentally activated by person)	1	1	0
36 Authorized controlled burning - complaint	0	0	2
37 CO false alarm - perceived emergency (no CO present)	3	0	1
38 CO false alarm - equipment malfunction (no CO present)	0	3	1
39 Other False Fire Call	1	1	1
41 Gas Leak - Natural Gas	1	0	1
45 Spill - Gasoline or Fuel	1	0	0
50 Power Lines Down, Arcing	0	1	0
53 CO incident, CO present (exc false alarms)	0	1	0
57 Public Hazard no action required	1	0	0
61 Vehicle Extrication	0	1	2
62 Vehicle Collision	11	3	9
68 Water Ice Rescue	0	1	0
701 Oxygen administered	7	9	9
702 CPR administered	1	2	1
703 Defibrillator used	0	0	1
71 Asphyxia, Respiratory Condition	2	0	0
73 Seizure	2	0	1
76 Chest pains or suspected heart attack	4	0	0
84 Medical Aid Not Required on Arrival	0	10	11
85 Vital signs absent, DOA	0	0	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	0	0	2
89 Other Medical/Resuscitator Call	4	1	2
898 Medical/resuscitator call no action required	1	3	2
913 Assisting Other FD: Other	4	0	2
93 Assistance to Other Agencies (exc 921 and 922)	2	0	1
94 Other Public Service	0	1	0
96 Call cancelled on route	4	2	4
97 Incident not found	2	0	0
98 Assistance nor required by other agency	11	0	0
99 Other Response	3	4	5

	2014	2013	2012
Total Number of Responses	72	63	73

Township of Wilmot Fire Department

Fire Chief: Michael Raine

60 Snyder's Road West, Baden N3A 1A1

1st Quarter Alarm Stats Comparison - New Dundee Station

Response Type	# of Incidents		
	2014	2013	2012
1 Fire	0	1	3
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	1	0	0
24 Other Cooking/toasting/smoke/steam (no fire)	1	0	0
31 Alarm System Equipment - Malfunction	1	1	0
33 Human - Malicious intent, prank	0	0	1
42 Gas Leak - Propane	1	0	0
49 Ruptured Water, Steam Pipe	0	0	1
602 Confined space rescue (no fire)	1	0	0
61 Vehicle Extrication	0	1	0
62 Vehicle Collision	3	2	1
701 Oxygen administered	5	3	2
702 CPR administered	0	0	1
703 Defibrillator used	0	0	1
71 Asphyxia, Respiratory Condition	3	0	0
84 Medical Aid Not Required on Arrival	0	10	2
85 Vital signs absent, DOA	3	0	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	1	1	0
89 Other Medical/Resuscitator Call	2	0	1
898 Medical/resuscitator call no action required	2	0	1
910 Assisting Other FD: Mutual Aid	2	1	2
913 Assisting Other FD: Other	2	0	0
96 Call cancelled on route	4	0	0
99 Other Response	1	2	0
Total Number of Responses	33	22	17

Township of Wilmot Fire Department

Fire Chief: Michael Raine

60 Snyder's Road West, Baden N3A 1A1

1st Quarter Alarm Stats Comparison - New Hamburg Station

Response Type	# of Incidents		
	2014	2013	2012
1 Fire	9 *	2	2
22 Pot on Stove (no fire)	1	0	0
24 Other Cooking/toasting/smoke/steam (no fire)	0	0	1
29 Other pre fire conditions (no fire)	0	0	1
31 Alarm System Equipment - Malfunction	7	0	3
32 Alarm System Equipment - Accidental activation (exc. code 35)	3	0	0
34 Human - Perceived Emergency	1	1	2
35 Human - Accidental (alarm accidentally activated by person)	1	1	2
36 Authorized controlled burning - complaint	1	0	0
37 CO false alarm - perceived emergency (no CO present)	1	1	0
38 CO false alarm - equipment malfunction (no CO present)	1	2	4
39 Other False Fire Call	1	0	1
41 Gas Leak - Natural Gas	3	2	1
42 Gas Leak - Propane	1	0	0
44 Gas Leak - Miscellaneous	0	0	1
47 Spill - Miscellaneous	1	0	0
49 Ruptured Water, Steam Pipe	3	1	0
53 CO Incident, CO present (exc false alarms)	1	1	0
58 Public Hazard call false alarm	0	1	0
59 Other Public Hazard	0	0	1
61 Vehicle Extrication	1	0	0
62 Vehicle Collision	4	3	1
701 Oxygen administered	27	19	24
702 CPR administered	0	2	1
703 Defibrillator used	2	0	0
71 Asphyxia, Respiratory Condition	1	1	3
73 Seizure	1	0	0
74 Electric Shock	1	0	0
76 Chest pains or suspected heart attack	3	0	1
84 Medical Aid Not Required on Arrival	0	13	6
85 Vital signs absent, DOA	1	0	0
86 Alcohol or drug related	1	0	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	2	0	3
89 Other Medical/Resuscitator Call	9	1	4
898 Medical/resuscitator call no action required	4	4	0
913 Assisting Other FD: Other	1	0	0
92 Assistance to Police (exc 921 and 922)	2	0	0
93 Assistance to Other Agencies (exc 921 and 922)	0	0	1
94 Other Public Service	1	4	3
96 Call cancelled on route	5	8	3
98 Assistance not required by other agency	1	0	0
99 Other Response	1	2	2
Total Number of Responses	2014 103	2013 69	2012 72

* number includes 5 exposure fires resulting from original fires at Waterloo St and Peel St locations

Township of Wilmot Fire Department
Fire Chief: Michael Raine
60 Snyder's Road West, Baden N3A 1A1
1st Quarter Alarm Stats Comparison - All Stations

Response Type	# of Incidents		
	2014	2013	2012
1 Fire	10	8	5
3 NO LOSS OUTDOOR fire (see exclusions)	0	1	0
11 Overpressure Rupture (no fire, e.g. steam boilers, hot water)	0	1	0
21 Overheat (no fire, e.g. engines, mechanical devices)	1	1	0
22 Pot on Stove (no fire)	1	1	1
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	1	0	1
24 Other Cooking/toasting/smoke/steam (no fire)	2	2	2
29 Other pre fire conditions (no fire)	0	1	1
31 Alarm System Equipment - Malfunction	9	6	6
32 Alarm System Equipment - Accidental activation (exc. code 35)	4	0	4
33 Human - Malicious intent, prank	1	0	2
34 Human - Perceived Emergency	1	3	5
35 Human - Accidental (alarm accidentally activated by person)	2	2	2
36 Authorized controlled burning - complaint	1	0	2
37 CO false alarm - perceived emergency (no CO present)	4	1	1
38 CO false alarm - equipment malfunction (no CO present)	1	5	5
39 Other False Fire Call	2	1	2
41 Gas Leak - Natural Gas	4	2	2
42 Gas Leak - Propane	2	0	0
44 Gas Leak - Miscellaneous	0	0	1
45 Spill - Gasoline or Fuel	1	0	0
47 Spill - Miscellaneous	1	0	0
49 Ruptured Water, Steam Pipe	3	1	1
50 Power Lines Down, Arcing	0	1	0
53 CO incident, CO present (exc false alarms)	1	2	0
57 Public Hazard no action required	1	0	0
58 Public Hazard call false alarm	0	1	0
59 Other Public Hazard	0	0	1
602 Confined space rescue (no fire)	1	0	0
61 Vehicle Extrication	1	2	2
62 Vehicle Collision	18	8	11
68 Water Ice Rescue	0	1	0
701 Oxygen administered	39	31	35
702 CPR administered	1	4	3
703 Defibrillator used	2	0	2
71 Asphyxia, Respiratory Condition	6	1	3
73 Seizure	3	0	1
74 Electric Shock	1	0	0
76 Chest pains or suspected heart attack	7	0	1
84 Medical Aid Not Required on Arrival	0	33	19
85 Vital signs absent, DOA	4	0	2
86 Alcohol or drug related	1	0	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	3	1	5
89 Other Medical/Resuscitator Call	15	2	7
898 Medical/resuscitator call no action required	7	7	3
910 Assistance to Other FD: Mutual Aid	2	1	2
913 Assisting Other FD: Other	7	0	2
92 Assistance to Police (exc 921 and 922)	2	0	0
93 Assistance to Other Agencies (exc 921 and 922)	2	0	2
94 Other Public Service	1	5	3
96 Call cancelled on route	13	10	7
97 Incident not found	2	0	0
98 Assistance not required by other agency	12	0	0
99 Other Response	5	8	7
Total Number of Responses	208	154	162



TOWNSHIP OF WILMOT FIRE DEPARTMENT

FIRE PREVENTION PROGRESS REPORT

January, February, March 2014

Occupancies Inspected:

Group A – Assembly Occupancy	3
Group B – Care and Detention	0
Group C – Multi Unit Residential	19
Group D – Business	2
Group E – Mercantile	2
Group F – Industrial	<u>0</u>
Total	26

NOTE: The number of inspections denotes routine inspections as well as reinspections that may include one to three site visits to achieve compliance with the code.

Fire Investigations: 3

Additional Activities:

- Inspections stemming from complaints: 1
- Site Plan Review: 0
- Inspection Request: 0
- Joint Fire Bylaw & Building Inspections: 0
- Meetings: 13
- Burn Permits: 3
- Public Education and Training: 2 hours

Report prepared by:
Dale Mayhew
Fire Prevention Officer



Township of Wilmot REPORT

REPORT NO. FI 2014-03
TO: Council
PREPARED BY: Michael Raine, Fire Chief
DATE: April 7, 2014
SUBJECT: Fire Service Facility Needs Assessment

Recommendation:

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.

Background:

The Fire Services Facility Needs Assessment was recommended under Section 8.7 of the Township of Wilmot Fire Master Plan (FMP) approved December 2012.

This study is an extension of the FMP, and includes a detailed facility review to ascertain the overall condition of current infrastructure and space needs for the department.

Discussion:

The Facility Needs Assessment was undertaken by a cross-functional team consisting of consultants from EMT, the Fire Chief, District Fire Chiefs, Volunteer Firefighters, Chief Administrative Officer, Director of Facilities and Recreation Services and the Director of Finance.

The project included a complete assessment of the Township's three (3) fire stations including site works, structural, building exterior/interior, roofing, mechanical and electrical systems. Throughout assessment any deficiencies were noted and timelines and costing were established for their repair.

The recommendations, timelines and estimated costs are conveniently summarized within Appendix B of the attached report.

Staff from the fire service and other departments worked collaboratively in an effort to best prioritize the needs into short term, medium term and long-term. In addition, various other items were identified, to be monitored for implementation if/when required.

Strategic Plan Conformity:

This report is aligned with the Corporate Strategic Plan action of ensuring people's safety through the implementation of recommendations contained within the Fire Master Plan.

Financial Considerations:

Upon endorsement from Council, the capital items identified within the Facility Needs Assessment will be incorporated into the 2015 update of the Township's 10-year Capital Forecast. This would result in approximately \$261,000 in new projects occurring over the 10-year term.

Conclusion:

The endorsement of the attached Fire Services Facility Needs Assessment will ensure that any outstanding deficiencies at the three (3) Wilmot Fire Stations are remediated in a timely and cost-effective manner.

Lyle Quan, of EMT, will be in attendance for the presentation of this report to respond to any inquiries of Council.


Michael Raine, Fire Chief


Ron Taves, District Chief


Brad Otterbein, District Chief


Russell Strickler, District Chief


Scott Nancekivell, Director of Facilities
and Recreation Services


Rosita Tse, Director of Finance


Reviewed by Grant Whittington, CAO

Fire Service Facility Needs Assessment

Township of Wilmot Fire Department

Wilmot, Ontario

March 7, 2014



Submitted by:
Emergency Management and Training Inc.
Barrie, Ontario



Executive Summary

This report is an overall analysis of the Wilmot Fire Department's (WFD) fire station facilities. During the review, Emergency Management & Training Inc. (EMT) have evaluated the 10 specific items as requested by the Township of Wilmot's Request for Proposal. These 10 specific items relate to:

- 1) State of the existing infrastructure
- 2) Recommendations for any infrastructure improvements
- 3) Recommendations for future needs
- 4) Stakeholder needs and meetings
- 5) A comparative analysis of similar sized Fire Departments
- 6) Firefighter parking assessment and recommendations
- 7) Recommendations for future growth, based upon growth population projections
- 8) Fire Station space and needs requirements assessment and recommendations
- 9) Facility maintenance assessment and improvement recommendations
- 10) Full cost estimates including engineering and design for any infrastructure improvements including renovation or expansion

Three (3) fire stations were reviewed for key building conditions. This report outlines how these reviews were performed and any needs that were identified. A solution to each need has also been provided with an estimated representative cost. The stations include the fire station in Baden (Station #1), in New Dundee (Station #2) and in New Hamburg (Station #3).

Two of the stations are older facilities with approximate ages of 40 plus years of service. These buildings are Station #1 in Baden and Station #3 in New Hamburg. They share similar assemblies and access. Generally speaking, these two facilities provide the basic needs of the fire department equipment, but their level of service is diminished by the limited amount of room available for alterations and the changing needs of fire services. There are also issues associated with facilities built in this era. The current code requirements and construction materials that are likely used in the buildings can make alterations expensive.

Station #2 in New Dundee, alternatively, is just over 20 years old, is very large and is well equipped to service the fire department. Male and female amenities are provided and the condition of the facility is also very good.

Project Consultants

Although several staff at Emergency Management & Training were involved in the collaboration and completion of this report, the overall review was conducted by:

- Darryl Culley, President Emergency Management & Training Inc.,
- Lyle Quan, Senior Fire Consultant, and
- Mark Milne, P.Eng., Structural Engineer

Contents

Assessment of Current Conditions.....	4
Fire Stations/Facilities Review and Recommendations.....	6
Facilities Review	8
Fire Station #1 – Baden.....	8
Fire Station #2 – New Dundee	18
Fire Station #3 – New Hamburg.....	24
Growth Projections	33
Conclusion.....	34
Appendix “A” – References to Health and Safety Related Items.....	35
Appendix “B” – Quick Reference Charts Relating to Recommended Work	37

Assessment of Current Conditions

The facility condition assessments were completed in accordance with the methodologies contained within ASTM E2018-01, the Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process. The assessment also included discussions with Township staff and observations made by EMT during the station visits. The evaluation consisted of a visual walkthrough analysis to identify physical operating and functionality of the facilities. The condition assessment included inspection of the following:

Site Works

The exterior asphalt and concrete paving, access walkways, patios and interlocking paver stone was evaluated for general condition and up-keep. Asphalt in parking areas and drive lanes was examined for rutting, longitudinal and alligator cracking, pot-holes, frost heave and smoothness. Concrete curbs, sidewalks, patios, and paver stones were evaluated for general condition and presence of degradation, cracks and unevenness. Retaining walls composed of cast-in-place concrete, concrete block or wood were examined for overall condition (cracking, water infiltration, spalling, delamination, rot, etc.) and stability.

The surface drainage system evaluation included adequacy of slopes, catch-basins condition, and ponding where present, if rainfall had occurred prior to the site visits.

Fencing (wood and chain-link) were examined for general condition, stability, presence of rot, corrosion, etc.

Structural

This was a visual inspection of the facility structure, its performance, looking for signs of deterioration, possible future problems such as cracking of structural members, delaminating of concrete, exposure of reinforcing steel, temperature and stress cracking, etc. Major components assessed were columns and structural steel, foundation walls, floor slabs, and walkways.

Building Exterior and Interior

The assessments of the building envelope and interior were made and comprised of a visual evaluation of all reasonably accessible observations of the buildings. These were generally limited to vantage points that were readily accessible.

The assessment included a visual inspection to identify the presence of cracks, stains, bulges, bowing or other deformations which would indicate deficiencies related to the walls, windows or door frames. Surfaces were also examined for signs of water or air infiltration/exfiltration, as these are indicators of possible architectural or structural deficiencies.

Finishes examined included brick masonry, concrete block, architectural concrete block, pre-cast concrete panels, metal panel, aluminum and wood siding, drywall, carpet, vinyl composition tile (VCT), drop down ceilings, and plywood, amongst others.

The windows and doors were examined for general condition of the assemblies sealant condition, caulking, condition of the weather-stripping, sills, visible flashing and drip-edges, and to identify any installation issues or conditions resulting from building movements.

Roofing

The evaluation of the roofing systems consisted of a visual walkthrough analysis including: the upper portion of the walls and roof from the outside and of the underside of the deck from inside, when accessible.

The roofing systems encountered included multi-ply built-up (BUR's), metal, and modified bitumen systems.

As flashings constitute the most vulnerable component of any roofing system, a visual inspection of all flashings was made to assess their condition. This included ensuring the metal flashings have not been displaced by wind, ice or thermal movement (cyclical heating and cooling), or if set in mortar joints, that they are not pulling out.

With respect to the inspection of the membrane systems, conventional BUR's were verified for the presence of ridging, splits, blisters, shrinkage, slippage, and wind scouring. Granule loss was assessed, since the loss of granules means that the area of the roof shingle has lost its protection from sunlight, is susceptible during winter to accelerated loss of granules as the roof ages and is also exposed to the risk of absorbing more water and accelerated damage from freeze thaw cycles.

Metal roofs were verified for cupping and curling which indicate a combination of roof moisture and roof ventilation defects. Sealing and flashing at penetrations is a vulnerable component of this systems and is included in the review.

Mechanical and Electrical

The assessment of mechanical and electrical assets was completed by first collecting data for equipment. This included noting observations which would impact on the expected useful life. Equipment age was considered when noting observations. This information was used firstly to establish replacement costs, and to assist in aging of equipment. For equipment where nameplate data was not available, judgement was used to estimate performance characteristics and, therefore, replacement cost. Estimates were made for lighting, fire alarm equipment, smoke alarms, electric, and hydronic baseboards and other equipment involving large quantities and/or where equipment was located in-suite.

Limited information was available from Township records on equipment condition or performance and so estimated useful life was the primary means of determining capital needs for equipment.

Miscellaneous Items

During the facilities inspections if any miscellaneous or health and safety items were identified that did not fall into the previous headings; they have been noted under this section.

Fire Stations/Facilities Review and Recommendations

Each station will be addressed individually.

Notes:

- In relation to timelines, all repair recommendations have been identified as:
 - Immediate – those that are health and safety related or required based on needs, codes or legislation
 - Short Term – those requiring attention within 1 to 3 years
 - Mid Term – those requiring attention within 3 to 6 years
 - Long Term – those requiring attention within 6 to 10 years, and
 - Items to Monitor or Implement as required
- Any health and safety related items have been identified with supporting references in appendix “A”.

Identify and Develop Facility Condition

The on-site assessment of the facilities included an inventory of the components and an assignment of a “Condition Rating” based on the physical condition. The physical condition rating scale is shown with definitions for key condition states:

Condition Rating

Very Good/Excellent	<ul style="list-style-type: none">• New or Sound physical condition• Asset expected to perform adequately with routine maintenance for at least another 90 percent of its life cycle
Good	<ul style="list-style-type: none">• Operable and well maintained• Asset expected to perform adequately with routine maintenance for at least another 70 percent of its life cycle
Moderate	<ul style="list-style-type: none">• Slightly worn but performing adequately• Asset expected to perform adequately with routine maintenance for at least another 50 percent of its life cycle
Fair	<ul style="list-style-type: none">• Functionally sound but showing signs of wear and diminished performance• The condition poses a moderate short-term failure risk• The potential for further deterioration and diminished performance over the next 5 years exist• Work required, but asset is serviceable
Poor	<ul style="list-style-type: none">• Asset has failed or failure is imminent• Excessive maintenance is required• No further service life expectancy• The condition poses a significant health and safety hazard• Major work or replacement is urgently required

Improvement Needs to Meet Accessibility for Ontarians with Disabilities Act

The three (3) facilities covered in this project for the Township of Wilmot were not assessed for Accessibility for Ontarians with Disabilities Act (AODA) upgrade needs. The Township's mandate on this legislation was not provided to the authors of this report, and thus was determined that these needs are beyond its scope.

However, the Township does need to identify the actual use of the facilities and their requirements in relation to the AODA legislation.

Facilities Review

Fire Station #1, Baden



Station #1 is located in Baden at 99 Foundry St. This station was built in 1974 and contains three bays for fire apparatus and one bay for the ambulance unit that utilizes this station for response. This is not a full drive through station but does have two rear bay doors; one on the fire side and one on the ambulance side.

The Baden fire station is a one storey structure that houses the office/training area and the garage for storage of the fire vehicles and equipment.

The original structure is a load bearing masonry structure, including the foundations, with open web steel roof joists and metal roof decking. All floors are concrete slab on grade components. An addition was added on to the north side of this facility in 2000 - 2001 (approximately). This addition was constructed in a similar manner to the original facility. It would appear that this roof and the roof over the office/training area were both done at this time.

Site Observations

The site is paved with asphalt on the front apron (west side) of the fire hall and has a gravel apron on the east (rear) of the facility. The remaining site is landscaped. The grade is sloping away from the facility adequately and the condition of the asphalt apron is in fair condition, however existing deterioration should be monitored. There is adequate parking for the volunteer firefighters' vehicles at the location.

With the addition to the north, this facility was observed to be close to the stream that passes to the north (See photograph below).

Signs of erosion were noted in the area of the facility's apron. As such, this issue needs to be monitored for any possible future degradation.



Photograph: Erosion at northwest corner.



Photograph: Cracked asphalt in the front apron.

It was noted that the back portion of the Ambulance Station bay was occupied by a fire vehicle at the time of this review. The fire vehicle was oriented to exit the facility via the east side (rear) as opposed to the west (front) due to the front of the bay being utilized by the ambulance.

The following items were identified:

1. The northwest corner of the facility is located very close to a water course (stream). It is noted that the ground is subsiding at this area from erosion and slope failure.

Recommended Work: Monitor area adjacent to the asphalt apron

Budget: To be determined

Timing: To be monitored and repaired depending on any signs of erosion

2. The front asphalt paved apron was observed to be rutted and shows signs of cracking.

Recommended Work: Scrape and repave apron

Budget: \$10,000

Timing: Long Term

3. The rear access apron is not paved. While not essential, it would assist with station operations. If completed in conjunction with front asphalt apron repairs, the Township would achieve economies of scale.

Recommended Work: Pave rear apron

Budget: \$40,000

Timing: Long Term

4. The south and east sides of the building are in need of exterior lighting

Recommended Work: install outside lighting on south and east sides.

Budget: \$3,000

Timing: Mid Term



Photographs: south and east side of building require more outside lighting.

Structure

The Structure was visually reviewed for deflections, deformations and cracking in the foundations, load bearing walls and columns. The roof framing was reviewed where visible. Most of the framing above the office and training area was covered by the architectural ceiling.

Some cracking in the masonry wall located by the kitchen area was noted (See photograph below) but no structural concerns were observed with the structure at this time.



Photograph: Cracked masonry in interior wall

The following item was identified:

1. The interior non load bearing masonry wall was observed to have cracked mortar joints.

Recommended Work: Rake and repoint the damaged interior wall

Budget Repair Cost: \$5,000

Timing: Long term – but should be monitored for any further cracking

Exterior

The exterior of this facility is typically clad in painted vertical steel corrugated siding. The condition of the siding is fair condition and no breaches of the building envelope are noted.

The windows in the original portion of the structure are noted to be double aluminum horizontal sliding sash windows, that are in fair and operable condition where checked.

The windows in the new addition are single horizontal sliding sash gas filled vinyl windows in excellent condition.

The exterior doors are all steel insulated doors, and it was noted that the new addition was supplied with fire rated doors

The following items were identified:

1. The steel cladding was observed to be damaged in several areas.

Recommended Work: Remove damaged cladding and replace with new cladding to match the existing.

Budget Repair Cost: \$5,000.00

Timing: To be monitored and replaced as required

2. The existing windows are not energy efficient and are approaching the end of service life.

Recommended Work: Replace windows in original building

Budget Repair Cost: \$10,000.00

Timing: Mid term

Interior

The interior of the facility has been altered from the finishes identified on the architectural plans provided.

The office area has painted masonry walls, vinyl composition tile (VCT) flooring and suspended acoustic tile on the ceiling. The training area is similar except the floor is carpeted. The roof framing was exposed during this review and it was noted that the roof framing was painted.

The floors in the corridors, bathrooms and kitchen areas are unfinished concrete as originally specified.

The garage portion of the facility has polished concrete slabs, painted masonry walls and painted roof framing.

The new addition is similar to the garage except that the office space within has VCT flooring and a suspended acoustic ceiling that is supported by a sub-ceiling framing of unknown composition.

The condition of the finishes in the original facility is general fair with some key concerns.

The new addition is in good condition.

The items identified are as follows:

1. The roof framing has peeling paint throughout the original structure. It was also noted in the original plans that asbestos based panels are specified at the roof joist supports along the interior of the walls.

Recommended Work: Conduct a hazardous substance survey to test for lead based paints and asbestos building components to identify if any of the products are active or inert.

Budget Repair Cost: \$5,000.00

Timing: Assessment to be done in conjunction with any renovations.

2. The doors separating the garage space from the office/training space and the garage space to the mechanical/electrical room are not gas proof or fire rated. It was also noted that a window exists between an office and the garage. This window is not gas proof or fire rated.

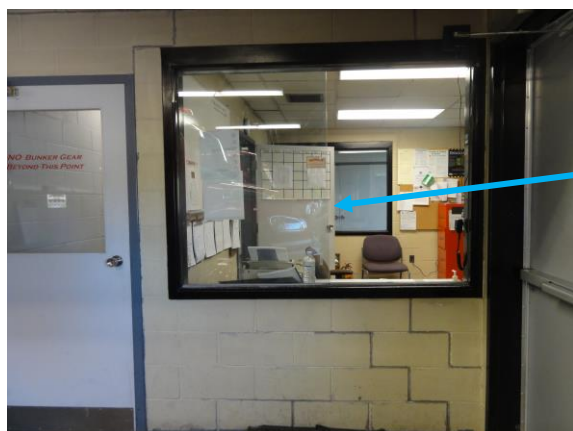
The current Ontario Building Code (OBC) requires a fire separation between occupancies and from mechanical rooms. This was not a requirement at the time of construction.

This is a safety issue with exhaust and other possible pollutants entering the office space.

Recommended Work: Replace doors and existing window between the garage space and office/ training area with fire rated openings and self-closing mechanisms to reduce the transmission of exhaust fumes from the apparatus bays into the office areas.

Budget Repair Cost: \$15,000.00

Timing: Short Term



To reduce migration of exhaust fumes to the office areas, this glass needs to be replaced with a single pane or closed and proper sealed.

3. The roof framing paint is in very poor condition and flaking off on the steel decking.

Recommended Work: Remove all suspended ceilings and strip the existing paint throughout the original facility.

Budget Repair Cost: \$20,000.00

Timing: Mid term



Photograph: peeling paint over apparatus floor.

4. The suspended ceiling is in poor condition in several areas.

Recommended Work: replace all discoloured roof tiles (excluding the existing and future shower facilities).

Budget Repair Cost: \$4,000.00

Timing: Short term.



Photograph: Peeling paint on roof framing.



Photograph: Staining of ceiling tiles.



Photographs: Staining of ceiling in men's shower area.

5. There is no women's shower provided in this facility.

Recommended Work: Remodel the existing women's washroom to include a shower. It would be wise to make this a standalone washroom and consider installing a barrier free bathroom with lockers.

Budget Repair Cost: \$12,000 (this cost includes the remodelling of the washroom to be both barrier free and have a shower facility). Approximately \$6,000 if no barrier free washroom/shower is installed.

Timing: This upgrade can be timed with the introduction of female firefighters to this station.

6. The caulking observed around the windows is cracked.

Recommended Work: Patch existing caulking until such time as window replacement is completed.

Budget Repair Cost: \$500.00

Timing: Short term.

7. The finishes in the men's shower were noted to be in poor condition.

Recommended Work: Renovate the shower to provide non-porous finishes throughout the shower. It is suggested to tile the entire enclosure.

Budget Repair Cost: \$5,000.00

Timing: Short term

8. The training area floor finish is in poor condition. (see photograph below)

Recommended Work: Remove existing floor finish in the training area. Prepare the concrete slab-on-grade and install a cushioned floor similar to "Greatmats Homestyle Slate Tile" or approved equal.

Budget Repair Cost: \$14,000.00 based on square footage and higher cost for the Greatmats product.

Timing: Short term



Photograph: Training area carpeting needs replacing

9. The kitchen and appliances are near the end of their service life.

Recommended Work: Demolish existing kitchen and replace.

Budget Repair Cost: \$15,000.00

Timing: Mid term

Note: Another option available is the utilization of the present ambulance office/kitchen area that will become vacant in the near future. By taking advantage of this space, the firefighters could convert the fire station's kitchen and the hose tower area into bunker gear rooms. This would still meet the requirement of removing the firefighters gear from direct vehicle exhaust contamination and at the same time take advantage of an area that is "move in ready" for the firefighters.

The \$15,000.00 identified for the original renovation of the fire station kitchen could be utilized for this second option.



Photograph: present office/kitchen area being utilized by the Ambulance crews.

10. There is a crack in the front hall concrete floor at the entrance to the training room

Recommended Work: To be filled in and levelled

Budget Repair Cost: \$300.00

Timing: Short term



Photograph: Crack in concrete floor by training room

11. With only one rear overhead door in the original facility, the fire vehicles are required to back into two of the other bays. The station's district chief has presented this as a safety concern to the firefighters since the trucks need to back in off of the busy road. A request to add overhead doors to the rear of the original facility was proposed.

Adding an overhead door to the south most bay would not impact the structural integrity of the facility, but to add two new doors, structural reinforcing would be required.

Budget Repair Cost: One overhead door add \$25,000.00. Two overhead doors add \$60,000.00

The project fees for the two door project would be significantly higher due to the structural reinforcing. Further, the exit man door must be repositioned which may present a problem with each option. The exit door may need to be installed on the southern part of the existing fire station kitchen area.

Timing: Mid Term

Roofing

The roofing was observed to be different assemblies over different areas of the facility. The original facility was specified to have a ballasted built up asphalt roofing system installed. At the time of this review, it was noted that the new addition and the office/training area had a modified bituminous roofing membrane installed and the original garage area had a ballasted built up asphalt roofing system.

It is thought that the modified bituminous roofing systems were installed when the addition was constructed. Both roofs appear to be in good condition. The hose tower roof was not reviewed and assumed to be completed at the same time as the surrounding roof. These roof systems were in good condition.

Mechanical and Electrical Systems

The mechanical system in the original facility was substituted approximately three (3) years ago. This system is in excellent condition.

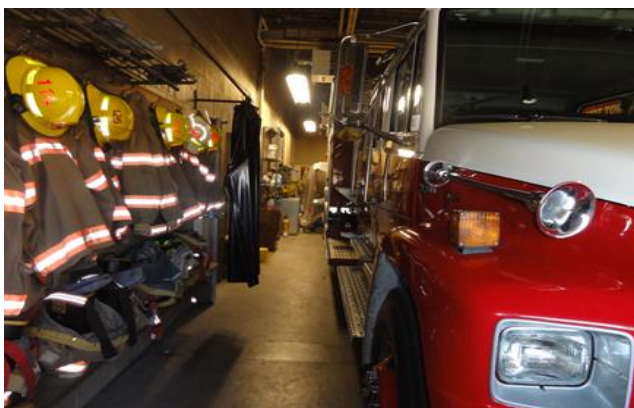
The items identified are:

1. The ambulance service office area does not have adequate heating for the paramedic crew. It was noted, however, that the paramedics would be moving from the premises in the near future. Therefore, an opportunity exists to repurpose the room for the storage of bunker gear removing it from exhaust fume contamination. This would negate the need for any heating upgrades and resolve a secondary issue of exhaust contamination to the firefighters' bunker gear.

Recommended Work: Revise heating system for this office – if ambulance crews remain in building.

Budget Repair Cost: \$12,000.00

Timing: Will not be required if Ambulance service vacates premises.



Photograph: Firefighter bunker gear needs to be removed from any exhaust contamination.

2. This facility is not equipped with an adequate backup energy supply

Recommended Work: Install a new backup generator

Budget Repair Cost: To be determined based on power supply assessment.

Timing: There is a portable generator for this station, however, this is not the best option as it must be taken off of the fire truck and therefore could not be used at an emergency scene. Installation of a permanent backup generator should be seen as a short-term project.

Fire Station #2 – New Dundee



Station #2 is located in New Dundee at 55 Front St. and was built in 1990 with three bays for fire apparatus. This is not a drive through station – there are no rear bay doors.

This is a two storey structure that houses the office/training area on the upper floor and the garage for storage of the fire vehicles on the lower floor.

The structure is a pre-engineered structure with poured concrete foundations, steel portal frames and pre-cast hollow core concrete floor panels. All floors are concrete slab-on-grade in the garage area. There is also a radio room and a barrier free washroom on the main floor.

Site Observations

The site is paved with a concrete slab-on-grade at the front apron of the fire station and has a gravel parking lot on the west side of the facility. There is adequate parking at this location for the volunteer firefighters' vehicles.

The remaining site is landscaped and the parking is accessed via stairs due to 1.0 m drop in elevation.

The sidewalk and landscaping is in fair to poor condition; safety guards for this area should be installed (due to the elevation drop). The grade is sloping away from the facility adequately and the condition of the concrete apron is good with local poor areas. The facility is accessed from one side only, so vehicles back into the bays upon return from a call.



Photograph: Concrete issues observed by bollards.



Photograph: Sidewalk erosion on west elevation.

The following items were identified:

1. The walk way and landscaping has eroded due to the steep slope provided. No guards have been installed beside the sidewalk which does not conform to the current Ontario Building Code due to the change in grade and the slope of the soil.

Recommended Work: Install a landscape flower bed with retaining wall and reinstate the concrete access stair sub base. Install guards if required.

Budget: \$10,000 (costing includes cost of construction equipment to move concrete stairs and replace after landscaping is completed). Cost maybe reduced significantly if the work is completed by the Township.

Timing: Short Term

2. The street access apron has areas of cracking

Recommended Work: Remediate through demolition and pouring areas or raising depressed locations.

Budget Repair Cost: \$5,000.00

Timing: Monitor and implement as required

Structure

The structure was visually reviewed for deflections, deformations and cracking in the foundations, load bearing walls and columns. The roof framing was reviewed where visible. Most of the framing above the office and training area was covered by the architectural ceiling. No structural concerns were observed with the structure at this time. Minor cracking was observed in the foundation at several spots around the facility.

The following item has been identified:

1. Minor cracks were observed in the poured concrete foundation in several areas.

Recommended Work: Inject foundation walls with urethane and finish.

Budget Repair Cost: \$5,000.00

Timing: Monitor and Implement as required

Exterior

The exterior of this facility is typically clad in painted vertical steel corrugated siding. The condition of the siding is good and no breaches of the building envelop are noted.

The ground floor of the north elevation and 15% of the ground floor of the west elevation is architectural block.

The radio room has inoperable vinyl bay windows and the second floor on the north elevation has three double vinyl horizontal sliding sash windows that are in good condition and operable where checked.

The exterior doors are all fire rated steel insulated doors.

The items identified are noted as follows:

1. The steel cladding was observed to be damaged in several areas.

Recommended Work: Remove damaged cladding and replace with new cladding to match the existing.

Budget Repair Cost: \$5,000.00

Timing: To be monitored and replaced as required

2. The existing windows were observed to have cracked caulking.

Recommended Work: Remove and replace caulking

Budget Repair Cost: \$5,000.00

Timing: Short term

3. The east most overhead door was observed to be damaged.

Recommended Work: Repair door

Budget Repair Cost: \$5,000.00

Timing: To be monitored – repair if damage creates serviceability issue for the door.

Interior

The interior of the facility appears to be finished as specified in the August 1990 drawings.

The second floor area has painted gypsum board walls, VCT flooring (with some carpet area in the training room) and suspended acoustic tiles on the ceiling. The ground floors have polished concrete slab-on-grade assemblies and are equipped with a trench drain throughout except for the rooms and stairwells which have vinyl composition tile. The walls are typically clad in vertical steel siding except the steel columns and bathrooms which have painted gypsum board walls. The ceiling is unfinished except for the two rooms which are painted gypsum board finishes.

The condition of the finishes in this facility is generally very good.

The following items have been identified:

1. There is some minor staining in the ceiling tiles at roof vents. This deficiency is thought to be dependent on the roofing around the openings.

Recommended Work: see roofing.

Budget Repair Cost: see roofing

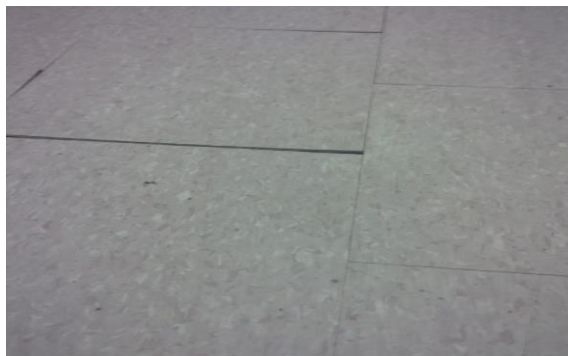
Timing: immediate

2. Vinyl tiles on second floor Chief's office and rear exit door area are cracking and lifting.

Recommended work: remove and replace tiles

Budget Repair Cost: \$500.00

Timing: Short Term



3. Concrete around apparatus floor drain is cracking and degrading.

Recommended work: Assess drain area to identify level of repair required.

Budget Repair Cost: To be assessed

Timing: To be determined after physical assessment



Roofing

The roofing was observed to be a standing seam metal roof. It is generally in good condition except for the caulking or roofing around the penetrations. The roof hatch, roof mounted mechanical units and vents all have caulking around the openings which is in poor condition.

The following item has been identified:

1. The roof penetrations were observed to have cracked caulking or roof pitch issues around flashing.

Recommended Work: Remove and replace caulking and check flashing

Budget Repair Cost: \$5,000.00

Timing: Short term

Mechanical and Electrical Systems

The mechanical and electrical systems appear to be original.

The following items have been identified:

1. The existing electrical panel is exposed in the garage where vehicle washing occurs.

Recommended Work: enclose electrical panels with water proof enclosure or rubberized curtain.

Budget Repair Cost: To be determined based on preferred option.

Timing: Short term. In the meantime, all washing of vehicles should be done away from the electrical panels.



Photograph: water protection for electrical panel required.

2. All electrical outlets on the apparatus floor need to be replaced with GFI type plugs.

Recommended Work: Replace all none GFI outlets

Budget Repair Cost: \$200.00

Timing: Short term.

Fire Station #3 – New Hamburg



Station #3 is located in New Hamburg at 121 Huron St. This station was built in 1969 and contains two drive-through bays for fire apparatus.

With the recent reclamation and paving of the east side of the building, there is now adequate parking at this location for the volunteer firefighter's vehicles.

This is a two storey structure that houses the office/training area and the garage for storage of the fire vehicles.

The original structure was constructed as part of a larger facility that included the municipal offices. The attached element is no longer the municipal building, but is occupied by the New Hamburg Board of Trade, and is not considered as part of the scope of this report.

The structure is a load bearing masonry structure, including the foundations, with open web steel roof joists and metal roof decking. All main floors are concrete slab-on-grade components and the second floor systems are dimensional wood and steel beam elements with wood sheathing. The garage floor was noted to have trench drains installed. The roof framing of the hose tower is wood framed with wood sheathing.

Site Observations

The site is paved with asphalt on all of the exposed sides of the fire hall. The grade is sloping away from the facility adequately. The Nith River passes to the south of this facility and it was reported that in the past the river has swollen to the elevation of the rear parking lot and temporary dikes were required to protect the facility.

The following items were noted:

1. No splash pads noted at the downspouts of the eaves trough that may result in water damage to the foundation.

Recommended Work: Provide splash pads in conjunction with final surfacing.

Budget Repair Cost: \$200.00

Timing: Upon final resurfacing



Photograph: Voids in the foundation and no splash pad for downspout noted.

Structure

The structure was visually reviewed for deflections, deformations and cracking in the foundations, the load bearing walls and framing systems.

The roof framing was reviewed where visible and the open web steel joist roof framing areas appear to be in good condition. The roof framing in the hose tower is wood framing and was noted to be stained from moisture.

The ceilings were removed in three locations above the training room. Where the wood floor joists bear on the masonry block wall, the condition of the wood was noted to be poor in these areas due to moisture contamination.

In reviewing the masonry block walls and slab-on-grade floors, there appears to have been some subsidence of the south portion of the structure starting from where the adjoining structure intersects the west wall on the south side (by the chimney) and continues across the structure in a diagonal manner, traveling southeast. The cracking is observed at the south man door, from the training room to the garage area where the fire vehicles are stored. The crack travels south along this load bearing masonry wall until the hose tower door and the travels diagonally to the trench drain located near the south most overhead door. The subsidence is the greatest at the chimney area and diminishes as it was observed to the east.

The masonry wall has separated from the wall in the main floor and the floor is cracked. Most of the framing above the office and training area was covered by the architectural ceiling (see photograph below), but it is possible that this subsidence has ceased.

The chimney was noted to be in fair to poor condition.

The following items were identified:

1. Poor framing conditions and subsidence items observed.

Recommended Work: Perform a structural review of the conditions and detail the repairs required.

Budget Repair Cost: \$25,000.00 (including an estimated \$5,000.00 structural consultant fees)

Timing: Short term



Photograph: Subsidence issues noted through a portion of the structure.



Degrading of second storey floor is evident due to moisture seeping from block wall to the wood framing.

Photograph: Wood joist conditions and masonry wall separation at the chimney.

Exterior

The exterior of this facility is unique on the north elevation to the other three exposed walls. The north elevation has a red brick veneer on the ground floor and a wood cedar siding on the second floor face except for the top 760mm (2'-6").

The existing plans specify that the upper portions of the walls around the entire facility are faced with asbestos based siding on wood strapping. The remainder of the walls are typically masonry walls with the east side painted. Pilasters with brick veneer and cedar siding was observed around the south overhead doors.

The condition of the finish is fair with minor cracking in the masonry mortar joints in the south east corner. Parging was noted to have deteriorated and mortar joints were cracked or unfilled. The caulking at the control joint on the east elevation was in poor condition.

The original windows are noted to be aluminum framed single pane units that are in fair condition and operable where checked.

Wood horizontal hung sash windows have been added to the second floor in the south elevation and were noted to be in poor condition.

Some existing windows have been filled in with masonry block including an opening that was a fire exit on the west side of the facility. Cracking in the mortar joints was observed where this opening previously existed (2nd floor west elevation north most opening).

The windows on the east elevation are vinyl windows in good condition. The exterior doors are all steel insulated doors.

The following items have been identified:

1. Parging was noted to be in poor condition and mortar joints void or cracked.

Recommended Work: Inject foundation walls with urethane and reparse

Budget Repair Cost: To be determined based on structural review.

Timing: Short term

2. Asbestos elements are specified and likely installed.

Recommended Work: Perform hazardous substance investigation

Budget Repair Cost: \$5,000.00

Timing: Assessment to be done in conjunction with any renovations.

3. Some of the existing windows are not energy efficient and are approaching the end of service life.

Recommended Work: Replace windows not previously substituted.

Budget Repair Cost: \$10,000.00

Timing: Mid term



Photograph: Parging on exterior damaged.



Photograph: Soffit material damaged or deteriorated.



Photograph: South windows in poor condition.

4. Existing soffit damage.

Recommended Work: Replace existing soffit (likely requires asbestos abatement and removal)

Budget Repair Cost: \$30,000.00

Timing: Long term

5. Exterior masonry mortar joints observed to be cracked and caulking deteriorated in control joints.

Recommended Work: Rake and repoint exterior masonry walls.

Budget Repair Cost: To be determined based on structural review

Timing: Short term

Interior

Typically, the interior walls of this facility are exposed masonry. The walls are painted in the office/training area and unfinished in the vehicle storage area.

The walls in Office 102 were finished in painted gypsum board and wood paneling.

The smaller front office (Room 101) has been modified from the original plan and now is used for storage of bunker gear.

The floor is carpeted in the training room, room 102 and the second floor area. Vinyl tile is used in all other areas except the vehicle storage area, which is polished concrete.

There are no ceilings in the vehicle storage area and only the open web steel joists are painted.

Suspended tile is typical throughout the remainder of the facility (except for the rear stair well which has a painted gypsum board finish). The acoustic ceiling tiles appear to be sagging and are in fair condition.

The wall finishes are good and the carpet is in fair to poor condition.

The interior of the facility has finishes identified on the architectural plans provided that include asbestos tile. Given the age of this facility, it is also possible that the plaster and ceiling tile may contain asbestos as well. The existence of these materials must be confirmed.

The office area has painted masonry walls, VCT flooring and suspended acoustic tile on the ceiling.

The following items were identified:

1. The original plans identify several asbestos based finishes.

Recommended Work: Conduct a hazardous substance survey to test for lead based paints and asbestos building components.

Budget Cost: Part of overall hazardous substance review as noted in “exterior section”

Timing: To be done in conjunction with any renovations.

2. It was noted that the doors separating the garage space from the office/training space were not gas proof or fire rated except for the door leading to the stairway. The current Ontario Building Code requires a fire separation between occupancies and from mechanical rooms although this may not have been a requirement at the time of construction. This is a safety issue with exhaust and other possible pollutants entering the office space.

Recommended Work: Replace doors and existing window between the garage space and office/ training area with fire rated doors / windows.

Budget Repair Cost: \$10,000.00

Timing: Short term

3. The suspended ceiling is in poor condition in several areas.

Recommended Work: Replace ceiling tiles.

Budget Repair Cost: \$3,000.00

Timing: Short term

4. The emergency lighting in the stair well is not adequate.

Recommended Work: Add emergency lighting.

Budget Repair Cost: \$200.00

Timing: Immediate

5. There is no female or barrier free facilities provided in the station.

Recommended Work: Remodel the existing floor plan to provide women’s washroom to include a shower. It would be wise to make this a standalone washroom and consider installing a barrier free bathroom with lockers.

Budget Repair Cost: \$12,000.00

Timing: To be completed when women firefighters are part of the station to ensure adequate related facilities

6. The roof access door and applicable flashing are in poor condition.

Recommended Work: Remove and replace.

Budget Repair Cost: \$5,000.00

Timing: Short term

7. The training area floor finish is in poor condition. It was also communicated by the Fire Chief that it would be beneficial for the flooring to be padded for first aid training, durable enough for weight lifting and aesthetic for general assembly.

Recommended Work: Remove existing floor finish in the training area. Prepare the concrete slab-on-grade and install a cushioned floor similar to “Greatmats Homestyle Slate Tile” or approved equal.

Budget Repair Cost: \$12,000.00

Timing: Mid term

8. The vinyl tile in the office area is in poor condition

Recommended Work: Remove existing tile and replace with new.

Budget Repair Cost: \$2,000.00

Timing: Mid term

9. One rear overhead door is damaged.

Recommended Work: Replace damaged segment

Budget Repair Cost: One overhead door added \$5,000.00

Timing: To be monitored – if the damage proves detrimental to the operation of the door, then repair.

Roofing

The roofing was observed to be a torch down bituminous roofing system. It is reported to be three (3) years old and was observed to be in good condition.

Mechanical and Electrical Systems

The mechanical system was observed to be recently replaced (age was not known and no documentation was provided) and the system is in good condition with no operational issues. The electrical system is original and may not supply adequate service.

The following items were identified:

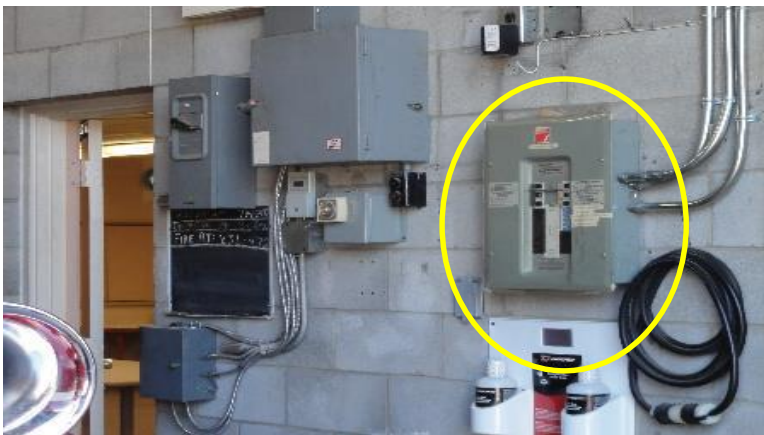
1. The existing electrical panel is exposed in the garage where vehicle washing occurs.

Recommended Work: enclose electrical panels with water proof enclosure. Due to limited space a moveable shield could be utilized in this area

Budget Repair Cost: Approx. \$500.00 - \$1,000.00

Note: Panel identified in photo below needs to be covered so exposed breakers are protected from water contamination. Costing would depend on how area is enclosed. Space is the key challenge at this station.

Timing: Short term; in the meantime no washing of vehicles should be conducted adjacent to the panel



Photograph: Electrical panel requires protection from water

2. This facility is not equipped with an adequate backup energy supply.

Recommended Work: Install a new backup generator

Budget Repair Cost: \$10,000.00

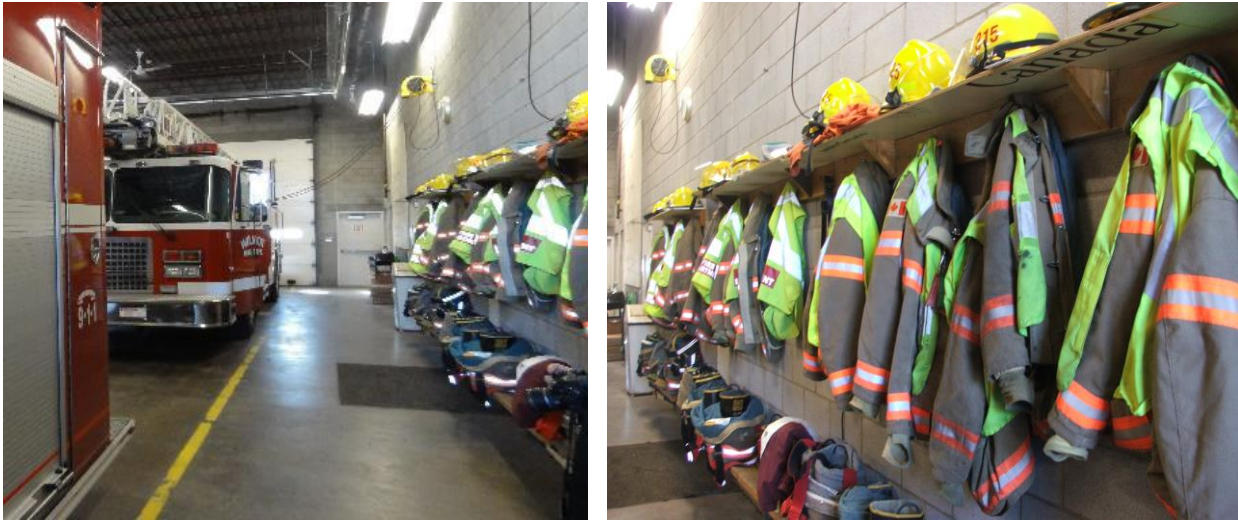
Timing: There is a portable generator for this station, however, this is not the best option as it must be taken off of the fire truck and therefore could not be used at an emergency scene. Installation of a permanent backup generator should be seen as a short-term project.

Miscellaneous Items

One other item of note is:

1. Firefighter bunker gear should be stored in an area free of exhaust contamination.
 - a) Option one – Install an exhaust ejection system.
 - b) Option two - Utilize the second floor for training and the present first floor training area for storage of firefighter bunker gear.

See information noted in Appendix “A” relating to bunker gear contamination options.



Photograph: Firefighter gear needs to be stored in an area free from diesel exhaust contamination.

Growth Projections

The Township's RFP requested any recommendations relating to future growth, based upon growth population projections

As noted in the 2012 Fire Master Plan and confirmed through site and document review, the population of Township of Wilmot is anticipated to grow at a rate of 2.4% over the coming 20 year period. This represents a 22% population increase over the next 10 years. This population increase is expected to be accommodated in the urban settlement areas namely New Hamburg and Baden. Approximately 40% of growth is anticipated to occur as intensification with the remaining 60% of growth occurring as Greenfield type subdivisions.

Based on the noted information, it would appear that the Township will continue to be well served by the present three fire stations for life of the Master Plan (10 years). Along with monitoring and annual updates by the Fire Chief; Council will be able to determine if a future fire station will be required in the northern portion of the Township, or if further use of fire service agreements will be required with other fire departments (other than Wellesley Township).

At this time, no relocation of fire stations is recommended.

Conclusion

The concerns and recommendations noted in this report are related to the state of the fire stations and required repairs/upgrades of these three facilities. Some recommendations are made to increase the overall efficiency of each fire station in relation to meeting the needs of the firefighters. Whereas other recommendations are items that affect the health and safety of the firefighters and must be addressed.

All costs and associated times are approximate estimates that can be implemented through prioritization between the Fire Chief, CAO and Council. As noted in this report, any health and safety related issues need to be at the top of the list.

Wilmot Fire Department compares well with other similar sized volunteer fire departments in relation to facilities, equipment and staffing. At this time, it would appear that based on our review and related information received, the present three fire stations are meeting the general needs of the firefighters and the community. However to continue to meet the needs of the firefighters, it is recommended that the noted repairs and upgrades be implemented.

Appendix “A”

References to Health and Safety Related Items

R.R.O. 1990, Regulation 851
Industrial Establishments

PART I – SAFETY REGULATIONS

12. Clearances between a moving part of any machine or any material carried by the moving part of the machine and any other machine, structure or thing shall be adequate to ensure that the safety of any worker in the area is not endangered. R.R.O. 1990, Reg, 852, s. 12.

A concern was noted for the Baden and Hew Hamburg fire stations relating to space between the vehicles to allow for safe passage between the vehicles. If a vehicle should be moved without the prior knowledge of the firefighter, an injury could occur.

PART III – INDUSTRIAL HYGIENE

127. An industrial establishment shall be adequately ventilated by either natural or mechanical means such that the atmosphere does not endanger the health and safety of workers. R.R.O. 1990, Reg. 851, s. 127.

The current use of the fire stations should be updated to reduce the contamination of the firefighters gear by diesel exhaust fumes and other contaminates.

The following are suggested options to help alleviate this exhaust contamination.

- ***Ensuring natural ventilation is supplied and maintained whenever a vehicle is started and moved***
- ***Separations from the apparatus floor and the training/living areas of the station need to be installed and maintained***
- ***Installation of mechanical ventilation systems designed for fire stations, and***

134. Where workers are exposed to a substance that,
(a) is poisonous by ingestion; and
(b) can contaminate the skin,

Shower rooms and individual lockers for street and work clothes shall be provided. R.R.O. 1990, Reg. 851, s. 134.

- ***Separate shower and bathroom facilities must be provided. To avoid potential problems men and women need separate showers and bathrooms. As a temporary fix, a system using prominent signs and an inside lock has worked in some situations.***
- ***Adequate clothing storage should be provided for personnel.***

Appendix “B”

Quick Reference Charts Relating to Recommended Work

Recommendation	Recommendations for Baden Fire Station		
	Description	Solution	Estimated Costs
Short Term	1. Suspended ceiling in poor condition in several areas	Replace tiles	\$4,000.00
	2. Fire rated self-closing doors	Replace doors and existing windows to reduce exhaust emission	\$15,000.00
	3. Window caulking is cracked	Patch existing caulking until window replacements can be completed	\$500.00
	4. Finishes in men's shower need work	Tile the shower enclosure	\$5,000.00
	5. Training area floor finishes are poor	Install new flooring perhaps padded style	\$14,000.00
	6. There is a crack in the front hall concrete floor at the entrance to the training room	To be filled in and levelled	\$300.00
	7. No permanent back up power supply to facility	Install permanent back up power generator	\$10,000.00
Mid Term	1. Exterior windows not energy efficient	Replace windows	\$10,000.00
	2. South and east exteriors require more lighting	Install outside lighting on south and east sides.	\$3,000.00
	3. Interior roof framing paint is peeling	Remove all suspended ceilings, strip paint and repaint	\$20,000.00
	4. Kitchen and appliances at end of life	Remove and replace	\$15,000.00
	5. Only one rear overhead door in original part of station – backing issue	Install one or two new doors as funds permit. Develop backing program in interim	\$25,000.00 - \$60,000.00 (See notes in report)
Long Term	1. Rear access apron	Pave rear apron	\$40,000.00
	2. Front apron asphalt	Scrape and repave	\$10,000.00
	3. Interior masonry wall cracks	Rake and repoint wall	\$5,000.00
Items to Monitor or Implement as required	1. Erosion Control – north side of building/apron by waterway	Monitor area adjacent to asphalt apron	To be determined
	2. Conduct hazard assessment for asbestos in roof panels	To be conducted at time of any building renovations	\$5,000.00
	3. No women's shower	Shower to be installed when female firefighter are assigned to the station	\$12,000.00
	4. Ambulance portion requires better heating system	If ambulance crew moves then utilize for bunker gear storage	\$12,000.00 (See notes in report)
	5. Exterior steel cladding damaged	Remove damaged areas and replace	\$5,000.00
	6. Firefighter bunker gear being contaminated by vehicle exhaust fumes	Move firefighters gear to ambulance bay once ambulance crew moves.	No cost associated with this option

Recommendation	Recommendations for New Dundee Fire Station		
	Description	Solution	Estimated Costs
Immediate	1. Staining in ceiling tiles due to roof leaks	Repair roof leaks and ceiling tiles	See Roofing notes
Short Term	1. Side walkway and landscaping eroded	Build up area and install rail guard	\$10,000.00
	2. Existing windows have cracked caulking	Remove and replace caulking	\$5,000.00
	3. Roof repairs required – leaks noted	Repair roof around flashing and roof penetrations (minor stains on interior ceiling tiles)	\$5,000.00
	4. Electrical panel requires protection from water contamination	Construct enclosure	To be determined
	5. Outlets on Apparatus floor needs GFI units	Remove/replace outlets on apparatus floor with GFI units	\$200.00
	6. Floor tiles second floor cracking/lifting	Remove and replace tiles	\$500.00
Items to Monitor or Implement as required	1. Street access apron has cracking	Remediate	\$5,000.00
	2. Minor crack observed in poured foundation	Inject foundation walls with urethane and finish	\$5,000.00
	3. Exterior steel cladding damaged in several areas	Remove damaged cladding and replace	\$5,000.00
	4. East overhead door has damaged panel	Repair door	\$5,000.00
	5. Concrete degrading around apparatus floor drain	Patch areas if possible or grade around entire drain.	To be assessed

Recommendation	Recommendations for New Hamburg Fire Station		
	Description	Solution	Estimated Costs
Immediate	1. More emergency lighting required in stair well	Install new lighting	\$200.00
Short Term	1. Poor framing and subsidence observed	Perform structural review of conditions	\$25,000.00
	2. Doors separating apparatus floor from office area need to be self-closing and fire rated	Replace doors and any windows with self-closing fire rated and sealed windows	\$10,000
	3. Parging in poor condition with exterior mortar joint voids and cracks	Reparge and inject joints with urethane	To be determined upon structural review
	4. Exterior masonry joints cracked and caulking deteriorating	Rake and repoint	To be determined
	5. Suspended ceiling in poor condition in places	Replace with new tiles	\$3,000.00
	6. Roof access door and flashing in poor condition	Remove and replace as needed	\$5,000.00
	7. Electrical panel on apparatus floor exposed to water contamination	Protect panel from water contamination with guard	\$500.00 - \$1,000.00 (See notes)
	8. No permanent back up power supply to facility	Install permanent back up power generator	\$10,000.00
Mid Term	1. Some windows are not energy efficient	Replace windows	\$10,000.00
	2. Training area floor finish in poor condition	Replace with cushioned "Greatmats"	\$12,000.00
	3. Vinyl tile in office area in poor condition	Remove and replace with new tile	\$2,000.00
Long Term	1. Soffit Damage	Replace damaged soffit	\$30,000.00
Items to Monitor or Implement as Required	1. One rear overhead door has damage to it	Replace damage segment when budgeted for or if the operability	\$5,000.00
	2. No splash pads for downspouts	Provide splash pads to reduce water degradation of asphalt	To be completed with final resurfacing - \$200.00
	3. Possible asbestos in building	Conduct a hazard assessment at time of renovations to building	\$5,000.00
	4. No women's barrier free washroom and shower	Women's washroom/shower to be installed upon recruitment of female firefighter. Barrier Free if open to public	\$12,000.00
	5. Firefighter bunker gear being contaminated by exhaust fumes	Move firefighters gear to enclosed area and/or Install "capture as source" exhaust system	See notes in appendix "A" relating to options



Township of Wilmot **REPORT**

REPORT NO. CK2014-02

TO: Council

PREPARED BY: Tracy Loch

DATE: April 7, 2014

SUBJECT: Quarterly Activity Report – January, February & March 2014

Recommendation:

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

Background:

Providing quarterly reports for informational insight and knowledge into the operations of the Castle Kilbride department.

Discussion:

Curator/Director's Summary :

- Wrote federal grant application for summer youth employment with Castle Kilbride and Heritage Wilmot.
- Met with Chairs of Heritage Wilmot and Castle Kilbride to establish meeting schedules and initiatives for 2014.
- Wrote Artsfund grant application for New Hamburg grandstand mural project.
- Updated and provided editorial support to the Waterloo Region Tourism Marketing Corporation on behalf of Wilmot Township for Travel Guide.
- Partnered with Tourism Stratford once again to support a marketing initiative in New York State. A unique package was created focusing on a Stratford area experience – shopping, dining, accommodation and heritage experience. The experience includes an overnight stay at a Stratford B&B, tickets for the Bacon & Ale Trail, tickets for the Chocolate Trail, tickets for Stratford Festival Theatre and admission to tour Castle Kilbride.
- Coordinated the printing of a new Castle event brochures to increase profile of events and exhibit at the museum.
- Distributed Castle brochures at OnRoute locations across Ontario.
- Interviewed and accepted a student from Sir Sandford Fleming College to fulfill a 15-week internship.

- Wrote and submitted three nominations on behalf of Heritage Wilmot to the Waterloo Regional Heritage Foundation's Award of Excellence to represent Wilmot Township for consideration.
- Assisted the New Hamburg Independent with archival information pertaining to 2014 Heritage Edition newspaper regarding prohibition.
- Wrote and submitted an article to the Baden Outlook highlighting the history of Valentine's Day.
- Met with designated property owner of the Waterlot with Chair of Heritage Wilmot to discuss funding and application process. Provided additional support with renovations.
- Met with heritage property owner of the Imperial Hotel with Chair of Heritage Wilmot to tour and discuss new project and how staff can provide heritage support.
- Prepared, coordinated and met with interested parties regarding Tender 2014-07 for exterior repairs at Castle Kilbride.
- Finalized 2014 exhibit and event schedule in conjunction with Assistant Curator.
- Assisted with the coordination of the re-location of the Township archives and other municipal records pertaining to the respective departments.
- Coordinated upcoming lecture (in conjunction with the Architectural Conservancy of Ontario – North Waterloo Branch) for author Tom Cruickshank to speak about "old Ontario houses" at Castle Kilbride.
- Assisted various researchers and responded to genealogical requests.

*For further details, please see the attached report for the Assistant Curator's summary

Strategic Plan Conformity:

The report implements the following goals from the Strategic Plan:

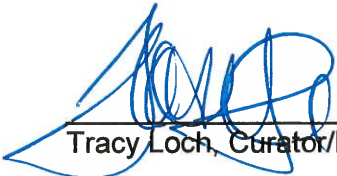
- We are an engaged community through strengthening communicating municipal matters.
- The actions noted are in accordance with the municipal work program.

Financial Considerations:

Actions and report reflect approved budget.

Conclusion:

The report CK2014-02 noting the activities of the Castle Kilbride department be received.



Tracy Loch, Curator/Director



Reviewed by CAO

Assistant Curator's Report

SUBJECT: Quarterly Report for January, February & March 2014

SUBMITTED TO: Tracy Loch

SUBMITTED BY: Sherri Gropp

Education:

Curriculum Programming

- During the first week of January the museum was opened to the public to coincide with school holidays to offer additional touring dates for families. This proved to be successful.
- In February staff hosted the K-W Homeschoolers and they participated in the program called *Impressive Illusions*. We had 20 participants that came from as close as Wellesley to as far away as Toronto. Prior to the day, I updated the program to include more hands on learning opportunities.
- This was the first year we offered drop-in educational programs for *March Break*. We presented different themes for each day. In total we had 52 participants plus accompanying parents. The program was very well received and we plan on expanding for 2015.
- *The History of Furniture* students from Conestoga College were once again amazed by the calibre of furnishings found at Castle Kilbride. These in-depth tours showed students firsthand the different styles and influences that were significant particularly in the Victorian era. In total 35 students took part. (*Note: another class of approximately 40 students is scheduled to visit April 7th*)
- *Camp*- designed the outline for the programs, promoted and marketed the camp, registered participants.

Collection

Castle Kilbride Collection

- Catalogued outstanding artifacts from 2013, numbered, filled in proper paperwork and then stored item according to nomenclature classification.
- Re-organized some of the units in the collections room.
- Assisted with the planning, relocation and physical move of the archival collection.

Special Events & Exhibits

- Dismantled Christmas interior and exterior decorations of the Castle. Organized and carefully stored decorations.
- Dismantled the 2013 special exhibit "*The 1988 Auction 25 Years Later.*" Properly packed artifacts and/or returned artifacts back to owners or back into their proper category in the artifact collection storage room.
- Planned, organized and installed major 2014 exhibition "Flax Empire: The Seed that Started it All" which is open until Sept. 28, 2014. This is to coincide with the 150th anniversary of the J&J Livingston Linseed Oil Company. Created new text panels for inside the Castle to reflect the influence of flax found throughout the home.
- Planned all of our 2104 events including two new ones: Princess Tea & Tour June 27th and Christmas PJ Party Nov. 27.

Marketing/Promotion

- Maintained hours, exhibit and events listing on the website
- Updated our Facebook page.
- Created new 2014 Castle event lure to compliment general Castle lure card
- Created forms and sent all of our 2014 events to Tourism Stratford.
- Entered all of our 2014 events on the Waterloo Regional Tourism's website.
- Marketed a spring educational brochure to schools, daycares and camps in Perth County and throughout Waterloo Region.
- Assisted owner of the Waterlot with heritage colour themes.to assist with renovations as well as historical information to compliment the restaurant.

Castle Maintenance

- Full cleaning of house and artifacts while closed to the public. Washed floors, baseboards, fireplaces, glassware and wood trim.

Administration

- Collected, input, and evaluated information on visitor statistics. (See below)
- Managed the site and its operations in the absence of the Curator.
- Handled inquires for archival material, artifacts in the collection, weddings etc.
- Responsible for booking for tours and school programs.
- Conducted group tours.
- Inspected rooms and insured security of their contents.
- Prepared updates and responsibilities for weekend supervisors

Visitor Statistics for January, February & March 2014

Month	School	Bus	Regular	Event	Total
January	0	18	66	0	84
February	20	0	0	0	20
March	87	14	120	9	230
Total	107*	32	186	9	334
2013	177*	29	296	10	512
2012	165*	0	217	10	392
2011	163*	19	27	20	229
2010	93	13	103	39	248
2009	88	0	60	55	203
2008	185	0	157	48	342
2007	59	0	101	63	223
2006	90	0	75	78	243

*Conestoga College usually books two programs together in March. This year the College has booked one visit in March and the other visit in April. They have between 40-50 students with each booking.



GRAND Actions

The Grand River watershed newsletter



March/April 2014 • Volume 19, Number 2

What's Inside:

Features

'74 flood remembered1

Heritage River

Homer Watson 3

Heritage day workshop ... 4

GRCF

New water festival 4

Scholarships5

What's Happening

Whitemans Creek5

Taking Action

Paul Clarke 6

Watershed heros 7

Ohsweken Earth Day 7

Calendar 8

Photo Contest 8

Cover photo

Residents of Galt watch as flood water comes up over an historic bridge on a sunny day in 1974.



Remembering the flood of '74

By Janet Baine

GRCA Communications Specialist

On a beautiful sunny day 40 years ago — May 17, 1974 — residents of the Grand River watershed were shocked when floodwaters came barrelling down the river to overwhelm Galt and communities further south.

This 50-mm rainfall across the top of the watershed caused an estimated \$6.9 million (\$34.4 million in today's dollars) in damage, excluding cleanup. After the deluge and the cleanup, a provincial inquiry into the flood took months.

"Friday, May 17 was a sunny day in Cambridge-Galt," Judge W. W. Leach wrote in his report on the flood. "It was deceiving. The citizens did not realize the approaching catastrophe. They did not visualize the flood that was descending upon them from the north."

When the rain came, there was little that could be done because the GRCA's reservoirs were already full. By 7 p.m. on May 17, the Grand was rushing through downtown Galt at a rate of 1,490

cubic metres per second (m³/s), nearly 100 times the normal summer flow.

Dikes gave way in Bridgeport and Brantford. For a time, the Brantford water treatment plant was knocked out of commission, creating a state of emergency. Floodwaters also engulfed parts of Paris, Caledonia, Cayuga and Dunnville. In Galt the river flowed above the bridges and through historic downtown streets. Warnings were issued, but didn't get through to everyone affected.

There were many lessons learned and changes made to prevent this from happening again. GRCA staff, municipal flood coordinators, emergency personnel and residents are always on the alert for flooding — especially now 40 years later during the spring of 2014.

"We haven't stopped making improvements over the past 40 years. We have a very well-developed system and it is continually improving," says engineer Stephanie Shifflett. "But just because we are more prepared doesn't mean a flood is not

HERITAGE RIVER





Scenes from the 1974 flood. From left, the river washed over the bridge in Bridgeport; rescue workers unload a boat on a downtown street in Galt; an aerial shot of floodwaters flowing through downtown Galt.

going to happen. There is still the potential for localized flooding, and property damage is still front and centre. Individuals also need to pay attention to warnings to stay away from rivers and not drive over flooded roads. This reduces loss of life, which is always the top concern.”

River flows have never again reached 1,490 m³/s in Cambridge, but it could still happen again. Each spring emergency workers do a drill and close and sandbag one of the three downtown bridges in Galt. They are ready to keep the water out of the historic streets.

High risk this spring

“The overall flood risk is high this spring,” Shifflett told flood coordinators from across the watershed at a special meeting this February. “A rapid melt or a rapid melt in combination with rainfall will result in very high runoff, high river flows and break up of river ice.”

When the annual test warning was issued by the GRCA to emergency workers across the watershed on Feb. 4, 2014, the message was received and acknowledged at all locations, so the warning system is working well this spring. The GRCA sends out a test message each February as a way of finding and correcting communications issues.

Later at her desk, Shifflett looks out her office window onto the frozen landscape. She notes there are 200 mm (eight inches) of water in the snowpack in parts of the watershed and extensive ice on the river. Lake Erie also has a solid cover of ice. The land is already saturated due to wet weather in 2013. Spring sunshine will bring a big melt and conditions like this haven’t been seen since the 1970s.

Communities such as Grand Valley, West Montrose, New Hamburg, Ayr, Paris,

Brantford, Cayuga and Dunnville are particularly prone to ice jam flooding.

The debris left behind by the December ice storm is a complicating factor. As branches and trees are carried downstream, they could clog bridges and culverts, resulting in localized flooding.

Keeping room in the reservoirs

The May 17 flood came after the spring melt when the reservoirs were completely full. Now the reservoirs are operated differently and space is left in them even after the spring melt. To prepare for the spring melt, the GRCA has already been lowering the water levels in its reservoirs to create more storage space and allow the reservoirs to capture as much water as possible in order to reduce downstream flows.

The reservoirs can sometimes cut flows by 50 per cent. However, there are limits to the amount of water they can hold, so sometimes it becomes necessary to release water from the reservoirs to protect the dams from overtopping.

Climate change adds a new dimension to flood forecasting in the future, and Shifflett has done research on the implications to the Grand River watershed.

“The intensity and frequency of future storms is unknown, because in the climate models the science isn’t there yet. Some climate processes are too hard to model at this point,” Shifflett says. This is especially true when it comes to bringing the impact to the local level, because climate change means more intense and more localized storms.

“We don’t know how severe localized events will be. We recognize that the climate is changing and we are including that in our decision making,” she says.

The new Grand River Water Management Plan includes a section on decreasing flood damage, Shifflett points out, and there are many components to this. Municipalities are working to improve stormwater systems. The GRCA’s floodplain mapping is continually being updated. There are improved forecasting tools and monitoring tools. For example, the GRCA is installing two cameras to provide real-time photos of the Grand River on the GRCA website. One camera is at the West Montrose gauge station and a second is located at the Brantford gauge station. The photos will provide information about ice formation and breakup, as well as river flow conditions.

May 10 Local History Fair

People in Cambridge still remember that day. A local history fair in the City of Cambridge on May 10 is called *Shaping the Legacy of the Grand River* and focuses on this flood. It will include a showing of the film about the flood called *One Day in May*.

This film examines the causes and impact of the flood. The film is a popular item on the GRCA’s YouTube channel and continues to be viewed by students even though it is 40 years old.

The film is one of a series of movies made by Doug and Marilyn Robinson (now Marilyn Murray). In fact, they made a series of films about agriculture and natural resources, starting in 1965 and several of those were made for the GRCA.

During the filming of *One Day in May* they did lots of aerial photography, because so many roads were closed, Murray says. The footage they shot was also used during the inquiry into the flood.

The event will also include a presentation by Dave Schultz, GRCA communications

manager, about the 1974 flood. It runs 10 a.m. to 3 p.m. in the Atrium at Cambridge City Hall. Space is limited, so preregistration is required. Call 519-740-4680 ext. 4621 or email archives@cambridge.ca.

Flood information

- Subscribe to the GRCA News Release Service or sign up for Twitter @grca_flood_msg
- Information on river flows, rainfall and snow is posted online at www.grandriver.ca/riverdata
- For information on the Flood Warning system, see the Flood Warning System page.

Homer Watson: tree hugger and painter

By Janet Baine

GRCA Communications Specialist

Grand River artist Homer Watson (1855-1936) was a conservationist and a celebrity of his time who helped save a local forest.

Born beside the Grand River in the Village of Doon (now part of Kitchener), he travelled internationally but spent most of his life near the Grand River. A self-taught painter, he was also president of the Royal Canadian Academy of Arts (1918-1922) and the first president of the Canadian Art Club (1907-1911), an artist cooperative that predated the Group of Seven. His paintings were in collections across Europe and favoured by Queen Victoria.

Watson said nature was about “as fine a voice as one could listen to.” Unlike the Group of Seven painters who depicted Ontario’s wilderness, Watson painted local people and their relationship to the land in the Grand River watershed.

When he reflected on the ruin of his grandfather’s mill at Doon, Watson regretted the loss of the forest.

“Year after year the forest was spoiled to furnish food for the saw,” he wrote. The result was a ruinous waste to have brought down the great “cloud-cleaving pines.” This brought floods that he saw as nature’s vengeance.

The removal of up to 95 per cent of the trees in the Grand River watershed by the end of the 19th century was a reason for severe floods and the formation of the Grand River Conservation Authority in the 1930s. Now communities, individuals and the GRCA plant trees each spring to improve the health of the landscape. Watson saw this first-hand and helped to save one forest.

“His career in art was a lifelong study of the relationship between people and nature and the natural, a continuing analysis of the ‘rhythmic unison’ of all of nature,” wrote Paul Tiessen, professor emeritus at Wilfrid Laurier University in October 1997 in *Grand Actions*.

“He was especially fond of any human effort that showed cooperation with nature, and he found evidence of a large measure of that in the Grand River area.”

Watson would walk along the Grand River in Cressman’s Woods to find inspiration, and trees dominate many of his paintings.

In 1913, when Cressman’s Woods were put up for sale, Watson was among the local residents who saved it. Instead of allowing the forest to be sold to a portable sawmill owner, they gathered money and bought the land. Watson was the first president of the company that made the purchase and spoke at a shareholders meeting:

“The Ontario government did not feel

inclined to do anything so it was left to the generous spirits of those tree lovers living in Berlin, Waterloo, Preston, Galt and Hespeler to come to the rescue of the forest and, by producing the means in cash, they were enabled to withhold the destroying axe.” Saving the forest was a dream for him, and it took the partnership to show him the forest could be saved, he said.

For a time this land and Doon Pioneer Village were owned by the GRCA, but it is now called Homer Watson Park and belongs to the City of Kitchener.

Gallery to host river events

Watson’s home is still an art gallery that is open year-round. The gallery has planned several events to celebrate the 20th anniversary of the designation of the Grand River as a Canadian Heritage River, including river-related art lessons, camps and an art exhibit.

On Thursday, May 8, GRCA communications manager Dave Schultz will talk about the river at the gallery. Changes during Watson’s lifetime led to environmental issues and the formation of the GRCA. New challenges in the 21st century such as high population growth and climate change mean agencies with responsibility for water are coming together



One of many Homer Watson paintings, *Evening Scene* (1889), will be part of the upcoming exhibition June 14 to August 17. Watson knew that removing trees from the land was a reason for more extensive flooding during his lifetime.



Photo by Dave Schultz

Rick Hill gives a presentation at the 17th annual Heritage Day Workshop and Celebration, while moderator Amos Key Jr. of the Woodland Centre looks on.

to develop a plan that will address these challenges, and the talk is about this plan.

The 2014 Watson Exhibit at the gallery June 14 to Aug. 17, is focused on the theme of *Storms along the Grand River* and includes paintings from public and private collections. For more information about these events visit www.homerwatson.on.ca.

17th Heritage Day Workshop

The 17th annual Heritage Day Workshop and Celebration on Feb. 14 was the third and final one to focus on the War of 1812, which came to an end 200 years ago.

There was a capacity crowd of 200 attending the event at Six Nations Polytechnic in Ohsweken. The theme was *Crossroads of Conflict, Path of Peace: Legacy of a Living Culture*, and this shone a light on the impact the war had on the First Nations people.

Speakers included Rick Hill, who did a presentation on Making Peace After War and how the war divided some nations and

families. Dr. Carl Benn described the Six Nations dress, weaponry and tactics during the Sixty Year War for the Great Lakes, 1754-1814. Keith Jamieson, director of the Six Nations Legacy Consortium, spoke about the quest to install a 1812 Peace Monument to commemorate the important contribution of the Six Nations during the war. Carolyn King spoke about the Moccasin Identifier Project, an initiative that would recognize the moccasin as a universal symbol for Ontario's First Nations. A moccasin symbol placed at heritage and archeological sites across the province would help identify that area's ties to First Nations and provide educational links to that heritage.

A one-woman play written and performed by Paula Grove is targeted to young audiences. Based on a diary, it told the story of Sarah, a 12-year-old farm girl who witnessed the surrender of American troops after a brief, chaotic fight with Native warriors in 1813. She then undertook a dangerous trip across the front to relay a dispatch to the British Command to tell them of the victory. Sarah was selected as an unlikely messenger and risked her life while hiding the message and pretending she was out for a horseback ride.

Many years later, Sarah is a married woman who has raised a family and lived into old age. She and her husband have become prominent members of Hamilton society. Old Sarah recounted the events including the special friendship with a Six Nations girl who exposed her to another culture and ultimately helped her undertake her deed of courage.

Many volunteers contributed to this event, included acting Heritage Working Group chair Warren Stauch, committee member Eva Salter, Paula Whitlow of Woodland Cultural Centre, Eydie Styres and Pat Hess of Six Nations Tourism, Brad Melle of Chiefswood National Historic Site and Rick Hill and Heather George from the Six Nations Legacy Consortium.

Next year the workshop will take place Feb. 15. Each year it is in a different location with a different theme. It is hosted by the Heritage Working Group of The Grand Strategy, which formed in 1995 as a direct result of the Grand Strategy and the Canadian Heritage River designation.

GRCA

New Haldimand Water festival

By Janet Baine

GRCA Communications Specialist

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 Oct. 1 and 2 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 festivals are all about getting children outside, teaching them the importance of water and empowering them to initiate change in their homes, schools and communities around water and water use," said Sara Wilbur, executive director of the Grand River Conservation Foundation, which is seeking funding for the event.

Water festival history

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. The Haldimand Children's Water Festival is a two-day pilot that is expected to become an annual event. Long Point Region Conservation Authority is also helping to get this new festival off the ground, since Haldimand is in both watersheds. Other partners include the Rotary Club of Dunnville, TD Friends of the Environment, Habitat Haldimand, Ruthven

Park and Haldimand County.

Water conservation is a very important issue in Ontario. The Environmental Commissioner of Ontario, Gord Miller, wrote on his blog last fall that Ontarians are among the biggest consumers of water in the world.

"For household water use alone, the average Ontarian consumes about 270 litres of water per day, roughly twice as much as the average European. When you factor in all the other uses of water – for agriculture, electricity production, manufacturing goods – and divide it in on a per capita basis, the average Ontarian indirectly uses thousands of litres of water per day."

The statistics in Waterloo Region and Guelph show declining water use rates that are well below the provincial average, thanks to many programs.

To donate to the Haldimand children's water festival or one of the other children's water festivals, contact the Grand River Conservation Foundation at 1-877-29GRAND.

Apply for scholarships

The GRCF is also accepting applications for three scholarships for students at a watershed institution:

- The Allan Holmes Scholarship for a graduate-level student focused on applied research. (Due May 15)
- The SC Johnson Environmental Scholarship for a student in third year or sixth semester. (Due May 31)
- The McEwen Clean Water Prize was not awarded in 2013, but will be available this year and is also for an undergrad student. (Due May 31)

Applications can be downloaded from the Foundation section of the GRCA website at www.grcf.ca or are available by contacting the Foundation in Cambridge at 1-866-900-4722 or 519-621-2763 ext. 2372. The email address is foundation@grandriver.ca.

WHAT'S HAPPENING

Some Whitemans farmers find new sources of water

By Hajnal Kovacs
GRCA staff

A pilot project on Whitemans Creek in 2013 found that the irrigators who grow crops are using water responsibly when they irrigate.

Farmers are constantly under stress to produce quality, high-yielding crops with the least amount of inputs. Pressure is especially high during a drought, when the fate of the crop is at stake.

Whitemans Creek, in the western part of the County of Brant near Burford, enters the Grand River just upstream of Brantford and is usually the first part of the Grand River watershed to experience low stream flows. Excellent soil means there are many cash crop farmers in the area who need to irrigate their crops during the growing season.

The Water Resource Adaptation and Management Initiative (WRAMI) helped irrigators along Whitemans Creek to



Photo by Dave Schultz

One of many fun hands-on activities at the Brantford/Brant Children's Water Festival. A similar event will be held at Taquanyah Nature Centre this fall thanks to the generosity of donors.

establish drought contingency plans. Each farmer needed a three-step plan: to ensure that an irrigation system is in place and working, use Best Management Practices (BMPs) year-round, and find a reliable water source with a permit to take water. By planning ahead, the cash crop farmers can plan for a drought.

There are five pond renovation projects taking place under the program in Brant and Oxford County. These projects will address that third, and most difficult, step of finding a reliable water source. Two of the projects will renovate and reactivate groundwater ponds, and three are increasing water storage in existing ponds.

The first project to be completed was to renovate an agricultural pond from the 1950s that has not been used for many years. Over time the natural springs clogged up with silt and the surrounding trees matured to reduce access. The farmer has a permit to take water from the nearby creek, but has now renovated the old pond so that he will not need to take as much water from the creek.

Details about this work with farmers on Whitemans Creek are available on the low water response page of www.grandriver.ca.

Hajnal Kovacs worked as a drought contingency specialist and is now the Source Protection Program Assistant at the GRCA.

WATERSHED AWARD

Guelph teacher received award

By Janet Baine
GRCA Communications Specialist

Teacher-librarian Paul Clarke beams when reasons to plant trees spill from the mouths of students at his school.

Clarke is the recipient of a 2013 Grand River Watershed award for his tree planting initiatives at St. Peter School in Guelph. He is committed to getting each child at St. Peter School planting trees every year. By the time they are in Grade 5, they have six years of planting under their belt.

They say it feels good to do something for the world and provide a home for animals



From left Jayden Piluk, Bronwyn McPhee and Paul Clarke. Clarke, a teacher-librarian at St. Peter School, ensures that each student at his school plants trees every year. On planting days, younger students are matched with older students who already have planting experience.

and birds. It is also fun to plant trees, to be in nature, to help the environment, to get your hands dirty and to see the trees growing in the school yard.

"I see passionate, environmentally-aware students in higher grades that have been inspired by Paul's enthusiasm and positive actions," says Moritz Sanio, the Trees for Guelph coordinator who nominated Clarke for the award he received. Clarke also inspires other teachers, such as Sean Stafford at Holy Trinity, who had 300 students and 10 teachers out planting trees at his school and plans to make this an annual activity each spring.

Clarke began planting in 1995 when a Rotary Forest project took place at Margaret Greene Park behind the school. Since then, Clarke and the students have planted each year in the school yard and adjacent park. Now the school is surrounded by trees and these have become what Clarke calls "corridors of life," providing habitat for plants and animals and increasing biodiversity.

Clarke has inspired other teachers and other schools to plant trees. He says it is a

tactile experience that the children enjoy, and it deepens their understanding of ecology and spirituality.

Respect for the earth

"Sowing the seeds of respect for the earth is critically important, especially in this day and age," he says. "There is an imperative here that drives us in a small way to do what we can. Helping the environment is like helping each other...It is corrective on many levels. The bottom line is that it comes back to hope and faith in our world, each other and our Creator God. It is integrating their connection to being better people in a very deep and meaningful way, and they love it."

Sanio has noticed that the kids don't want to stop planting — they continue through recess, at lunch and stay late after school to get the trees in the ground. The older kids help the younger ones to give each tree the best start possible. By the time they leave the school, they can look back and see the forest they have planted and know that it has made a difference."

"For me, 70 per cent is getting kids to experience planting each year. It is not the

result, it is the process that is most important. We're blessed with a great canvas, and I believe that there is more momentum for planting as time goes on. Through the great connection with Trees for Guelph, more schools are doing this. It has been Ministry of Education mandated for the past few years," Clarke says.

Do you know a watershed hero?

They're the individuals, families, groups and businesses that put their time and energy into improving the Grand River watershed.

Many do it without recognition, satisfied with the legacy they leave for future generations.

Well, the Grand River Conservation Authority thinks they deserve to be acknowledged, so it is looking for nominations for its annual Watershed Awards. The GRCA has presented the awards since 1976.

Once again, there are the two regular categories for environmental work. But this year a special one-time category was added in honour of the 20th anniversary of the designation of the Grand River system as a Canadian Heritage River.

Award categories:

Honour Roll Awards are presented for a sustained record of environmental achievement over an extended period of time.

Watershed Awards for outstanding examples of environmental work

Special Heritage Awards for advancing the river-related heritage and recreational attributes that were recognized in the Heritage River designation.

The deadline for nominations is May 1, 2014. More information on the program, including short biographies of past winners and a nomination form, can be found on www.grandriver.ca/awards.



Photos by Turtle Island News



Everyone who attends Turtle Island Earth Day receives a tree to plant.

Turtle Island Earth Day

By Janet Baine

GRCA Communications Specialist

Each year for the past seven years the Turtle Island News in Ohsweken has hosted Earth Day for the community and handed out free trees.

Turtle Island News publishes magazines and Canada's only national native weekly newspaper. Their Earth Day event has grown over the years and the newspaper received a 2013 Grand River Watershed Award from the Grand River Conservation Authority. This year Earth Day will be celebrated on April 17.

"It started out with us giving trees out on Earth Day each year here at the office, and then we added a barbecue. It developed each year into a bigger and bigger event," explains Lynda Powless, the publisher of the paper.

The name, Turtle Island, comes from the Haudenosaunee/Iroquois creation story. According to the story, Sky Woman fell through a hole in the Sky World, and a great sea turtle rose up from the sea to become an island that we now call North America.

"We're a newspaper, so we use a lot of paper. Also, we are Six Nations-owned, so it is important to replace what we use. Encouraging people to plant trees is our way of helping to offset our carbon footprint,"

Powless says. "According to our Haudensaunee teachings we have a responsibility to protect and provide for the earth. We do that by giving back more than we take away."

Festival has grown

Over the years they have given out thousands of trees to be planted in the area. Their parking lot is transformed into a festival with displays, demonstrations, environmental presentations by speakers and lots of take-home information and items related to the environment. Organizations and businesses that have an environmental connection come from Brantford, Caledonia and Hagersville and are invited to set up display tables at no cost.

"People come from both on and off the reserve, and school buses drop off classes, parent groups drive their children in and elders and community members all attend the event," says Powless. People plant their trees in their yards, at schools and beside the roads in the area. "We're flooded with people every year so we had to expand. It can create a traffic jam out front."

Last year they added speakers into the mix, with elders offering teachings on how to treat the earth as well as topics like beekeeping and how to preserve foods.



Photo by Derek Harris

THE GRAND CALENDAR

Rotary Forest Tree Planting April 26, Guelph Lake

This annual Earth Week event is creating a new 40-hectare forest at the Guelph Lake Conservation Area, 9 a.m. to 2 p.m. Shovels are provided but you can also bring your own. Groups are encouraged to participate to assist with planting and there are also many activities.

Brant County Tree Planting April 26, Lion's Park, Paris

Working with local organizations, the Grade 9 Advanced Planning class at Paris District High School has undertaken a class project to conduct a public tree planting event. The public is invited to help improve the environment by planting over 500 native trees and shrubs between 1- a.m. and 2 p.m.

Grand River Adventure April 27 to May 2

This is the third annual canoe trip down the Grand River. It starts north of Grand Valley and ends at the mouth of the river on Lake Erie — 250 kilometres. This trip over seven days will raise funds for tree planting in the Grand River watershed. Funds collected are going to the Grand River Conservation Foundation. Donor names will be entered into a draw for many prizes. More information is available online at <http://raiseathon.ca/grandriveradventure>. or call Quiet Nature at 519-632-5218.

Forest in the City Planting April 27, Brantford

Help plant a forest in Brantford 10 a.m. to 2 p.m. The first two years has seen about 26,000 trees and shrubs planted, and the goal for 2014 is to plant another 10,000 native trees and shrubs. When completed, the 26.7 hectare New Forest will have a public accessible walking path. Bring your shovel. Event is rain or shine.

Take a Kid Fishing Day May 3, Belwood Lake

This is designed for kids 8 to 14 and their parents. Kids learn fishing techniques from the pros. Space is limited to 120 kids per session and there is a morning and an

afternoon session at Belwood Lake east of Fergus, 8:30 a.m. to 4 p.m.

Snyders Flats Tree Planting May 3, Snyders Flats, Waterloo

Volunteer tree planting at Snyder Flats in partnership with the GRCA and Trees Ontario, 10 a.m. to noon. This is one of many tree planting events across southern Ontario that weekend.

Waterloo Earth Day, May 10

A free community event 10 a.m. to 2 p.m. at Laurel Creek Conservation Area. The focus is on the native tree planting and learning about the environment. There are also many fun and educational hands-on activities.

Grand Opportunities Fly Fishing Forum, June 7

A day of on-river seminars and many related events about fly fishing sponsored by Friends of the Grand River. This is a great way to learn more and meet other anglers at Belwood Lake Conservation area.

Note: Events at the GRCA's conservation areas and nature centres are posted on www.grandriver.ca/Calendar.



Planting trees at the Guelph Rotary Forest.

First winners of GRCA photo contest

Submit your photos to the GRCA photo contest, which has monthly random draw prizes until Oct 31.

In January, Heather Mead of Fergus won the random draw for a Grand River Parks membership, and in February Heather Greg of Rockwood won. There are 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.

About Grand Actions:

This newsletter is produced bi-monthly by the Grand River Conservation Authority.

More information:

Current and back issues as well as complete subscription information is available online at www.grandriver.ca/GrandActions.

Submission deadlines:

The 15th of February, April, June, August, October and December. Submissions may be edited for length or style. Photos and event information is also welcome. We do our best to publish items, but we are not able to guarantee publication.

To subscribe by email:

GrandActions-subscribe@grandriver.ca

To subscribe by mail, change your subscription or for information:

Janet Baine, *Grand Actions* editor
Phone: 519-621-2763, Ext. 2302
E-mail: jbaine@grandriver.ca
Mail: Box 729
400 Clyde Road
Cambridge ON N1R 5W6

This publication is printed on Rolland Enviro100, an FSC certified, environmentally-friendly paper. The paper is manufactured using 100% post-consumer fibre and is processed chlorine-free using biogas energy.





GRAND RIVER CONSERVATION AUTHORITY

ANNUAL GENERAL MEETING

FEBRUARY 28, 2014

The following are the minutes of the Annual General Meeting held at 9:30 a.m. on Friday, February 28, 2014 in the Auditorium/Boardroom, Administration Centre, 400 Clyde Road, Cambridge, Ontario.

Members Present:

J. Mitchell, Chair, L. Armstrong, B. Banbury, L. Boyko*, J. Brennan, B. Coleman*, J. d'Ailly, R. Deutschmann, J. Haalboom, R. Hillier*, J. Jamieson, R. Kelterborn, M. Laidlaw, B. Lee, G. Lorentz, C. Millar, F. Morison*, T. Nevills, V. Prendergast, J. Ross-Zuj, P. Salter, S. Schmitt*, W. Stauch, G. Wicke

Members Regrets:

B. Bell, T. Cowan

Staff:

J. Farwell, K. Murch, D. Bennett, D. Boyd, N. Davy, S. Lawson, S. Radoja, T. Ryan, D. Schultz, B. Brown, C. Linwood, N. Munn, F. Natolochny, S. Wilbur

Also Present:

S. Head, Dryden, Smith and Head Consultants; D. Hales, Grand River Conservation Foundation; D. Brock, Grand River Conservation Foundation; B. Whale, Mayor, Township of Mapleton; D. Aston, MHBC Planning; L. Bartlett, Deputy Mayor, Haldimand County; W. Knox, Grand River Conservation Foundation

1.

Call to Order:

J. Mitchell, Chair called the meeting to order at 9:30 a.m.

2.

Roll Call and Certification of Quorum – 13 members constitute a quorum (1/2 of members appointed by participating municipalities).

The Secretary-Treasurer called the roll and certified a quorum with 19 members present. A total of 24 members attended the meeting.

3.

Chairman's Remarks:

J. Mitchell welcomed members, guests and staff. She introduced D. Brock, D. Hales and W. Knox, members of the Grand River Conservation Foundation (GRCF).

J. Mitchell made the following comments:

The 17th Heritage Day Workshop was held on February 14, 2014 at Six Nations Polytechnic in Oshweken. The theme was Crossroads of Conflict, Pathways to Peace: Legacy of a Living Culture. This was the third workshop focused on the influence of the War of 1812 on the people, places and events in the Grand River watershed. J. Mitchell, J. Haalboom, P. Salter, W. Stauch, J. Farwell and N. Davy attended.

*L. Boyko, B. Coleman and F. Morison joined the meeting at 9:35 a.m.

On February 25, 2014 J. Farwell appeared as a witness before the Federal Standing Committee on Environment and Sustainable Development in Ottawa. The topic under discussion was water quality of the Great Lakes Basin. J. Farwell had previously appeared before the Committee in April, 2013 at which time the topic of discussion was Habitat Conservation in Canada. Prior to that L. Minshall appeared before the Committee in October, 2012 to participate in a discussion regarding Urban Conservation Practices in Canada.

The members were advised that Rockwood Conservation Area and Elora Gorge Conservation Area received 2013 Certificates of Excellence from tripadvisor. Grand River Conservation Authority (GRCA) will be using the tripadvisor endorsements in future advertising and encouraging patrons to post their experiences. The tripadvisor comments are a valuable way to receive feedback with respect to camping experiences.

The members were informed that the execution of the Renewal Agreement for the Grand River Notification Agreement has been completed.

J. Mitchell recently conducted a presentation for the Kitchener Probus Club on behalf of GRCA.

Nominations are being accepted for the Grand River Conservation Authority Watershed Awards for 2014. The members were encouraged to review the nomination criteria. Nominations form can be obtained from the GRCA website at:

http://www.grandriver.ca/watershedawards/watershedawards_main.cfm?printer=true

J. Mitchell advised the members that the province has announced funding to municipalities for ice storm clean up. Such funding is not being offered to conservation authorities. She confirmed that the cost to deal with GRCA's hazard tree damage will not be the subject matter of an insurance claim.

*R. Hillier and S. Schmitt joined the meeting at 9:40 a.m.

J. Farwell updated the members with respect to the status of the Water Management Plan (WMP) as follows:

- L. Minshall presented the draft WMP to the members in September, 2013

- The WMP is a joint, voluntary plan that includes a compilation of actions that partners have already committed to in their own work plans
- The WMP has provided GRCA with some funding opportunities to continue with very innovative work. The Ministry of Environment (MOE) has drafted an agreement for \$363,400 to continue work for the wastewater optimization program until March, 2017. This program is to support operators, supervisors and managers of wastewater treatment plants to achieve higher quality effluent.
- The Ontario Ministry of Agriculture and Food (OMAF) has drafted an agreement for \$278,000 to continue the high resolution digital elevation model to enable conservation specialists with the best information for implementing nonpoint source management strategies. This funding will continue until March, 2016.
- Staff anticipate signing these agreements and initiating the work over the next two months and will continue to apprise the members of progress.
- Staff are hopeful to have municipal councils endorse the WMP in April and May, 2014 and GRCA staff are working with municipal staff to facilitate this.
- A report will be presented to the GRCA members at their meeting on June 27, 2014 recommending endorsement of the WMP.

J. d'Ailly referred to Item 10 iii) included in the agenda being the report from Oxford County. He said that these activities cost money and asked whether it relates to the responsibilities of the GRCA. J. Farwell explained that the white paper referred to in this report was prepared in response to the Drummond Report. J. d'Ailly asked if this is a completely separate issue from the WMP. J. Farwell answered in the affirmative.

P. Salter introduced the Township of Mapleton Mayor Bruce Whale

4. Review of Agenda:

Correspondence from Kae Eklgie, President, Architectural Conservancy of Ontario – North Waterloo Region Branch to Jane Mitchell, Chair, Grand River Conservation Authority sent by email on February 25, 2014 Re: Heritage Coordinator was added as Item 10 v).

A copy of the revised Terms of Reference for the Audit Committee has been provided for attachment to Item 14 – Report of the Audit Committee.

Moved by:	B. Coleman	
Seconded by:	L. Armstrong	(carried)

THAT the Agenda for the Annual General Meeting of February 28, 2014 be approved as amended.

5. Declarations of Pecuniary Interest:

B. Lee declared a pecuniary interest with respect to Permit Application #31/14 referred to in Report No. GM-02-14-20 as he is an owner of the property referred to.

6. Minutes of Previous Meeting:

General Membership/Election of Officers Meeting – January 24, 2014

There were no questions or comments with respect to the minutes of the General Membership/Election of Officers Meeting of January 24, 2014.

Moved by:	L. Boyko	
Seconded by:	B. Banbury	(carried)

THAT the Minutes of the General Membership/Election of Officers Meeting of January 24, 2014 be approved as circulated.

7. Business Arising from Previous Minutes:

None

8. Hearing of Delegations:

Samuel Head, Dryden, Smith and Head Planning Consultants Ltd. Re: North Waterloo Scoped Subwatershed Study

S. Head indicated that he represents the owner of the property known municipally as 640 Conservation Drive in Waterloo. He said that the mapping referred to in the North Waterloo Scoped Subwatershed Study is inaccurate. He provided the members with a copy of correspondence from a consultant confirming this to be the case. He requested a deferral of the staff recommendation.

R. Hillier asked what the nature of the inaccuracy is. S. Head said that the mapping shows treed areas that no longer exist and he is trying to clarify the limits for development.

9. Presentations

None

10. Correspondence:

- a) Copies for Members:
- i) Correspondence from Lisa Lyons, Deputy Clerk, Town of New Market to Grand River Conservation Authority dated January 24, 2014 Re: Motion – Ontario Junior Ranger Program.
- ii) Correspondence from K. Jean Hughes, Secretary-Treasurer, Grand Valley & District Fire Board to Joe Farwell, Chief Administrative Officer, Grand River Conservation Authority dated January 21, 2014 Re: Luther Marsh – Rescue Operations.

- iii) Report No. CASPO 2014-02 from Gordon K. Hough, MCIP, RPP, Director, Community and Strategic Planning to Warden and Members of County Council, Oxford County Re: Conservation Ontario White Paper – Watershed Management Futures for Ontario.
- iv) Correspondence from Patty Sinnamon, CAO/Clerk, Township of Mapleton dated February 14, 2014 Re: 2014 Budget and Levy Meeting.
- v) Correspondence from Kae Eklgie, President, Architectural Conservancy of Ontario – North Waterloo Region Branch to Jame Mitchell, Chair, Grand River Conservation Authority sent by email on February 25, 2014 Re: Heritage Coordinator.

J. Haalboom referred to Item 10 v) and said that the 20th anniversary of the Heritage River designation was coming up quickly. She asked which staff are dealing with the planned events to honour that milestone. J. Farwell indicated that the position of Policy Planner has been posted and staff expect to announce the successful candidate in March, 2014.

Moved by: G. Lorentz
Seconded by: L. Armstrong (carried)

THAT correspondence from Lisa Lyons, Deputy Clerk, Town of New Market to Grand River Conservation Authority dated January 24, 2014 Re: Motion – Ontario Junior Ranger Program; correspondence from K. Jean Hughes, Secretary-Treasurer, Grand Valley & District Fire Board to Joe Farwell, Chief Administrative Officer, Grand River Conservation Authority dated January 21, 2014 Re: Luther Marsh – Rescue Operations; Report No. CASPO 2014-02 from Gordon K. Hough, MCIP, RPP, Director, Community and Strategic Planning to Warden and Members of County Council, Oxford County Re: Conservation Ontario White Paper – Watershed Management Futures for Ontario; correspondence from Patty Sinnamon, CAO/Clerk, Township of Mapleton dated February 14, 2014 Re: 2014 Budget and Levy Meeting and correspondence from Kae Eklgie, President, Architectural Conservancy of Ontario – North Waterloo Region Branch to Jame Mitchell, Chair, Grand River Conservation Authority sent by email on February 25, 2014 Re: Heritage Coordinator be received as information.

- b) Not Copied:

None

12. **Presentation of Reports:**

a) **GM-02-14-14** Reforestation Services for Spring 2014

There were no questions or comments with respect to this report.

Res. No. 18-14

Moved by: P. Salter
Seconded by: V. Prendergast (carried)

THAT Grand River Conservation Authority enter into contracts with Black River Tree Planting for the sum of \$63,750.00, and Bartram Woodlands Ltd. for the sum of \$132,390.00, excluding applicable taxes, for reforestation services as per the categories outlined in the accompanying table.

BID PRICE PROPOSAL	Seedlings - Bid Price per 1000			Saplings/Potted - Bid Price per Tree	
	Contract 1 - Machine Planting	Contract 2 - Hand Planting North	Contract 3 - Hand Planting South	Contract 4 - Saplings/Potted North	Contract 5 - Saplings/Potted South
Number of Trees, as of Jan. 8, 2014:	105,000	50,000	35,000	7,000	4,000
Company:					
Black River Tree Planting		\$750.00	\$750.00		
Klumps Landscaping	NO BID RECEIVED			NO BID RECEIVED	
Bartram Woodlands	\$408.00	\$965.00	\$1,170.00	\$7.85	\$8.65
Brinkman & Associates	NO BID RECEIVED			NO BID RECEIVED	

Based on the bids received it is proposed that the contracts be awarded as follows:

	# of Trees	Black River Tree Planting		Bartram Woodlands	
		Bid Price	Contract Value	Bid Price	Contract Value
Contract 1	105,000			\$408.00	\$42,840.00
Contract 2	50,000	\$750.000	\$37,500.00		
Contract 3	35,000	\$750.00	\$26,250.00		
Contract 4	7,000			\$7.85	\$54,950.00
Contract 5	4,000			\$8.65	\$34,600.00
Total	201,000		\$63,750.00		\$132,390.00

b) **GM-02-14-15** 2014 Budget

J. Mitchell indicated that the 2014 Budget would be dealt with under Item 14 (d).

c) **GM-02-14-16** Financial Summary for the Period Ending January 31, 2014

There were no questions or comments with respect to this report.

Res. No. 19-14

Moved by: T. Nevills

Seconded by: G. Wicke

(carried)

THAT the Financial Summary for the Period Ending January 31, 2014 be approved.

d) **GM-02-14-17** North Waterloo Scoped Subwatershed Study

B. Brown conducted a PowerPoint presentation indicating that:

- The primary study area is located in the northwest portion of the City of Waterloo and is comprised of 168 hectares of land designated for development
- The secondary study area extends into the Townships of Woolwich and Wellesley
- GRCA's interest in the study included natural hazards (updated floodline limits); natural heritage (updated wetland mapping; recommending natural heritage system including features to be retained and associated buffers); stormwater management (water quality and quantity targets) and being an adjacent property owner (Laurel Creek Nature Centre and Conservation Area)
- The subwatershed study findings and recommendations will be utilized in the development of a district plan; future environmental assessments in this area; site specific technical studies to support future *Planning Act* applications and GRCA permit applications
- A specific staff recommendation has been included in the report to address the concerns of the owner of 640 Conservation Drive, Waterloo

J. Mitchell suggested that GRCA add that portion of the City of Waterloo resolution numbered 1 to the staff recommendation.

J. Brennan asked whether there would be any implications for GRCA to do so since staff saw no reason to defer the recommendations and staff have indicated that revised wetland mapping and the regulation limit can be changed later if needed.

J. d'Ailly asked what deferral meant as it relates to the future work to be done. J. Mitchell repeated the proposed change to the recommendations and said that this item would be brought back before the members as it relates to 640 Conservation Drive, Waterloo. J. d'Ailly asked what implications might be involved with the deferral vis a vis cost, resources, etc. He asked if staff felt this was a proper motion. B. Brown responded that the process would remain the same, however an addendum to the study would be required. She indicated that she was uncertain as to whether a public process would be required due to any change in the mapping that had already been presented.

M. Laidlaw asked that the proposed addition to the staff recommendation be voted upon separately.

G. Lorentz said that GRCA members should support the City of Waterloo resolution.

R. Deutschmann said that he will support the proposed addition to the recommendation. He said he was surprised that staff did not have a better answer regarding any public meeting that might be required. He then said that this motion is not a drastic change.

M. Laidlaw said that S. Head indicated that the trees shown on the maps are no longer there. She said this is a protected area and asked why the trees had been removed. J. Mitchell said that staff will respond to the question when the next report is presented to the members regarding this item.

Res. No. 20-14

Moved by: R. Kelterborn
Seconded by: G. Lorentz (2 opposed)

THAT THE North Waterloo Scoped Subwatershed Study prepared by Ecoplans Ltd., MHBC Planning and Stantec Consulting dated November, 2013 be endorsed and be used as the guiding document when dealing with planning matters and permit applications in this subwatershed;

AND THAT amendments to Grand River Conservation Authority's Ontario Regulation 150/06 mapping be approved to incorporate the revisions to the natural feature boundaries (wetlands, watercourses and floodplains) and their associated regulated allowances resulting from detailed study completed as part of the North Waterloo Scoped Subwatershed Study;

AND THAT Grand River Conservation Authority staff review supplemental information concerning natural features at the rear portion of the lands municipally known as 640 Conservation Drive in the City of Waterloo and revise wetland mapping and the Regulation limit if needed.

J. Mitchell read the proposed addition to the staff recommendations as follows:

"That GRCA endorse the North Waterloo Scoped Subwatershed Study, save and except for the rear portion of the lands municipally known as 640 Conservation Drive".

Res. No. 21-14

Moved by: R. Kelterborn
Seconded by: G. Lorentz (4 opposed)

THAT GRCA endorse the North Waterloo Scoped Subwatershed Study save and except for the rear portion of the lands municipally know as 640 Conservation Drive.

e) **GM-02-14-18** Guelph Lake Nature Centre – Progress Update

D. Bennett conducted a Power Point presentation indicating that :

- Plans for the Guelph Lake Nature Centre (GLNC) are being prepared in conjunction with the Guelph Lake Management Plan
- The design for the GLNC has resulted in a number of proposed changes to the broader Guelph Lake Conservation Area
- In January, 2011 the members adopted the new GLNC as a project – the project was identified as a major component of the GRCF's fundraising campaign
- Staff are working with The Ventin Group on Phase One of the project which consists of a redesign of the building for the new site, the preparation of construction cost estimates and the creation of graphics to support the fundraising campaign
- It is proposed that a new park entrance be developed at the intersection of Conservation Road and Watson Road – a new gate house would be located at a sufficient distance along this road to allow for vehicle stacking during busy periods
- The proposed location of the new GLNC has uninterrupted access to approximately 13.75 hectares (34 acres) of land – approximately 75% of the area is vegetated with a mixture of tree species, successional communities and small wetland areas
- The nature centre site concept includes a southerly orientation to the building to take advantage of solar gain and natural light; a variety of outdoor classroom areas; a trail network connecting the building to the surrounding environment with barrier free access to the greatest extent possible; extensive landscaping of the area surrounding the nature centre to create a variety of habitat types and learning opportunities; creation of ponds utilizing runoff from rooftops, parking areas and roadways; a lakeside wetland for water study and windbreaks to the north and west of the building to improve the micro-climate for students
- The consulting team has been working on a revised design for the GLNC – the new design has a total floor area of 7,840 square feet which is a reduction from the previous design which depicted 9,400 square feet
- The building features four dedicated teaching spaces, a visitor services area, office, staff room, mud room, office space for park operations and a large storage area
- Each of the classrooms has been designed to have direct access to the outdoors through standard entry doors and overhead sliding doors

M. Laidlaw referred to the pitched portion of the roof and asked whether staff have considered solar panels. D. Bennett said that staff do not want to install solar panels if they are not needed because hydro comes from the Guelph dam. He said staff will investigate the possible installation of solar panels. M. Laidlaw then commented that staff were not looking for a Leadership in Energy and Environment Design (LEED) rating. D. Bennett

said that some things will be incorporated into the design which would have scored LEED points. M. Laidlaw asked why the size of the building was reduced. D. Bennett answered that there were some components of the originally designed building that were not within GRCA's mandate and for reduced operating costs.

G. Lorentz asked why the roof was not a green roof. D. Bennett said that the flat portion of the roof will be a green roof and staff will determine the structural implications for the pitched roof. G. Lorentz asked whether all of the walls are movable. D. Bennett said that none of the walls are movable because movable walls are expensive and subject to failure. G. Lorentz referred to the Forest Heights Community Centre which has had moveable walls for 15 years without incidence. He said that movable walls provide potential for revenue from events such as wedding receptions, etc. He said in his opinion he would not exclude movable walls from the plans and it makes sense to go from four classrooms to a large space to be used for functions. D. Bennett said that in order to accommodate large functions the building would have to house a full kitchen for caterers and staff would be required for cleaning, etc. He then said the proposal is still in its conceptual stage.

J. Haalboom said that staff should look at the Waterloo Region Museum which has a very simple kitchen that accommodates functions. She said the GLNC should be a "gathering place". She then said that this is a very natural area and referred to the proposed gazebo or pergola. She said that these are formal structures for backyards and a less elaborate more natural structure should be designed.

W. Stauch said he agreed with G. Lorentz with respect to movable walls. He said the Waterloo Region Museum has been successful and GRCA should have two classrooms with movable walls to encourage community groups as part of its outreach program.

J. d'Ailly asked what the target for capital costs would be. D. Bennett answered that the target was approximately \$2 million at \$250/square foot.

G. Wicke asked for the timeline for completion of the project. D. Bennett said that if fund raising went well the project could be completed in 2016/2017.

Res. No. 22-14

Moved by: J. Brennan
Seconded by: B. Coleman (carried)

THAT Report No. GM-02-14-18 Guelph Lake Nature Centre – Progress Update be received as information.

- f) **GM-02-14-19** Cash and Investments Status Report as at January 31, 2014

There were no questions or comments with respect to this report.

Res. No. 23-14

Moved by: J. Jamieson
Seconded by: S. Schmitt (carried)

THAT Report No. GM-02-14-19 – Cash and Investments Status as at January 31, 2014 be received as information.

g) GM-02-14-20 Development Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation

J. Mitchell reminded the members that B. Lee had declared a pecuniary interest with respect to Permit Application #31/14 as he is an owner of the property involved in the project. Therefore that Permit Application would be voted upon separately as it relates to Report No. GM-02-14-20.

M. Laidlaw referred to Permit Application #699/13 – Triple M Metal LP. She noted the project involves construction of a storm sewer outlet five metres from a wetland. She said the previous presentation referred to 15 metres from a wetland. She asked whether five metres is common and acceptable. F. Natolochny said that GRCA does not have a norm and the distance is dependent upon the sensitivity of the wetland and the nature of the development.

M. Laidlaw referred to Permit Application #612/13 – Petru Gheju. She noted that the project includes in part the construction of an accessory agricultural building, installation of a septic system and construction of an off-line pond and outlet five metres from a wetland. She asked if this acceptable. F. Natolochny answered that it is the pond that will be five metres from the wetland. The buildings will be approximately 30 metres from the wetland.

M. Laidlaw referred to Permit Application #611/13 – West Waterloo Retail LP. She noted that .06 hectares of wetlands are being removed. She asked whether staff keep track of how many wetlands are removed. F. Natolochny answered in the affirmative and said that this is a very small wetland.

M. Laidlaw referred again to Permit Application #612/13 – Petru Gheju noting that there were a number of conditions included in the approval. She asked whether staff returns to the property to determine whether the conditions have been met. F. Natolochny said that staff has an inspection program which prioritizes projects such as those that may result in damage or injury.

M. Laidlaw referred to Permit Application #682/13 – Reids Heritage Group. She noted that the project involves the construction of an apartment building, a parking lot and a trail seven metres from a wetland. She asked if the trail was seven metres from the wetland. F. Natolochny indicated that such was the case and the building and parking lot would be approximately 30 metres from the wetland.

Res. No. 24-14 Moved by: T. Nevills
Seconded by: L. Boyko (carried)

THAT Report No. GM-02-14-20 – Development Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation exclusive of Permit Application #31/14 be received as information.

J. Mitchell then called for a vote with respect to Permit Application #31/14.
B. Lee did not vote.

Res. No. 25-14 Moved by: M. Laidlaw
Seconded by: G. Lorenz (carried)

THAT Report No. GM-02-14-20 – Development Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation as it relates to Permit Application #31/14 be received as information.

h) GM-02-14-21 Environmental Assessments

There were no questions or comments with respect to this report.

Res. No. 26-14 Moved by: J. Ross-Zuj
Seconded by: G. Wicke (carried)

THAT Report No. GM-02-14-21 – Environmental Assessments be received as information.

i) GM-02-14-22 Grand River Watershed Flood Warning System

D. Boyd displayed two slides depicting the Flood Warning System Test Results for February 4, 2014 which confirmed that all Counties, Regional Municipalities, Cities, Towns and Townships received the test message and acknowledged it.

L. Boyko said that Lake Erie is completely frozen and asked if this would create additional flooding problems. D. Boyd concurred that Lake Erie at the mouth of the Grand River is 100% frozen. He said that in addition to rainfall and snow the ground was saturated when the freezing began. He also said that there would be a lot of debris in the river from the ice storm. He then said that staff will approach the Coast Guard preemptively to alert it that its services might be required to break up the ice at the mouth of the river. G. Wicke asked whether the Coast Guard can navigate around the lake when the ice break occurs. D. Boyd answered that it would take time to respond given the amount of ice on the lake.

G. Wicke said that he watched a series hosted by CKCO TV to mark its 60th anniversary and they talked about the 1974 flood resulting from the opening of flood gates. He asked what flood gates were being referred to. D. Boyd said discharge was being made to lower the reservoirs. He also said that reservoir operations have been modified to accommodate water

during flood season.

Res. No. 27-14

Moved by: J. Brennan

Seconded by: S. Schmitt (carried)

THAT Report No. GM-01-14-22 – Grand River Watershed Flood Warning System be received as information.

j) GM-02-14-23 Current Watershed Conditions as of February 25, 2014

S. Shifflett conducted a PowerPoint presentation indicating that:

- Precipitation to date in February, 2014 has been close to the long term average for most of the GRCA operated climate stations
- Results from the last snow survey on February 14, 2014 show that there is above average water in the snow pack throughout the Grand River watershed – this amount of water in the snow pack has not been seen for the past 30 years
- The average air temperature in February, 2014 has been 3.7 degrees below the long term average at the Shand Dam Climate Station
- The level of Lake Erie is below the long term average
- The majority of water courses in the watershed are ice covered
- Reservoir levels at Shand, Conestogo, Luther and Guelph are within the normal operating range for this time of year
- Environment Canada predicts the forecast for the February to April, 2014 period for southern Ontario to be for below normal temperatures with normal precipitation.
- GRCA issued a Watershed Conditions Statement – Water Safety Message on February 20, 2014 with a focus on safety around watercourses during the brief melt event and the possibility of street flooding in urban areas

G. Lorentz said that he was concerned about people venturing out onto the river and asked how the GRCA gets the message out. S. Shifflett said that staff put out water safety messages when temperatures rise. G. Lorentz asked how thick the ice was from Waterloo to Cambridge. S. Shifflett said that information was not within her knowledge. D. Boyd said the thickness of the ice is variable and staff communicate changing ice conditions.

Res. No. 28-14

Moved by: J. Haalboom

Seconded by: B. Lee (carried)

THAT Report No. GM-02-14-23 – Current Watershed Conditions as of February 25, 2014 be received as information.

13. Committee of the Whole:

None

14. General Business:

a) Report of the Audit Committee - February 19, 2014

J. Mitchell reviewed the recommendations made in this report, including amendments to the Terms of Reference; approval of the 2013 Audited Financial Statements, Notes and Schedules; and the appointment of the auditors. She confirmed that the Audit Committee extensively reviewed the Financial Statements and met with the auditors and with staff.

Res. No. 29-14

Moved by: B. Coleman
Seconded by: L. Armstrong (carried)

THAT the Report of the Audit Committee of the Grand River Conservation Authority be received, approved, and attached to the Minutes of this meeting.

b) Presentation of Financial Statements as of December 31, 2013 and Report of the Auditors, KPMG Chartered Professional Accountants

J. Mitchell read the recommendation.

Res. No. 30-14

Moved by: M. Laidlaw
Seconded by: P. Salter (carried)

THAT the Financial Statements of the Grand River Conservation Authority as of December 31, 2013, and the Report of the Auditors thereon be received, approved and placed on file;

AND THAT copies be made available to all member municipalities, Authority Members, and the Ontario Ministry of Natural Resources.

c) Appointment of Auditors

J. Mitchell read the recommendation. G. Lorentz asked how often GRCA goes to market for auditors. K. Murch answered that GRCA has no policy as to when to undertake a Request for Proposals or to change auditors. G. Lorentz appreciated that KPMG were not charging any more for the 2014 fee but said, in his opinion, the GRCA should have a policy.

Res. No. 31-14

Moved by: J. Jamieson
Seconded by: C. Millar (carried)

THAT KPMG Chartered Professional Accountants be appointed as Grand River Conservation Authority's Auditors for the year ended December 31, 2014 at an amount not to exceed the actual 2013 Audit Fee.

d) Presentation of Budget Estimates for 2014

K. Murch referred to the Roll Call Sheet for the recorded vote, including weighted voting information and explained the process for the weighted vote. He noted that 24 members were present representing 86.4% of the total current value assessment. J. Mitchell read the recommendation.

J. Mitchell asked those members voting in favour of the 2014 Budget to stand and be counted. She then announced that the recommendation to approve the 2014 Budget passed unanimously.

Res. No. 32-14

Moved by: V. Prendergast
Seconded by: J. d'Ailly (carried)

THAT the 2014 Budget of Grand River Conservation Authority of \$29,794,957 be approved;

AND THAT the member municipalities be assessed for payment :

Matching Levy	\$ 871,073
Non-Matching Levy	\$ 8,420,927
Capital Levy	\$ 1,000,000
<hr/>	
TOTAL GENERAL LEVY	\$10,292,000

AND THAT each member municipality's share of the 2014 General Levy be calculated using "Modified Current Value Assessment", with an adjustment for the City of Hamilton which is based on a "local agreement" with the municipality and its four conservation authorities.

RECORDED VOTE

<u>Member</u>	<u>Weight</u>	<u>Absent</u>	<u>Present</u>	<u>In Favour</u>	<u>Opposed</u>
Jan d'Ailly	5.0%		5.0%	5.0%	
Robert Deutschmann	5.0%		5.0%	5.0%	
Jean Haalboom	5.0%		5.0%	5.0%	
Ross Kelterborn	5.0%		5.0%	5.0%	
Claudette Millar	5.0%		5.0%	5.0%	
Jane Mitchell	5.0%		5.0%	5.0%	
Les Armstrong	5.0%		5.0%	5.0%	
Geoff Lorentz	5.0%		5.0%	5.0%	
Todd Cowan	5.0%	5.0%			
Warren Stauch	5.0%		5.0%	5.0%	
Lorne Boyko	1.2%		1.2%	1.2%	
Fred Morison	1.2%		1.2%	1.2%	
Barry Lee	2.5%		2.5%	2.5%	
Jeanette Jamieson	2.8%		2.8%	2.8%	
Bruce Banbury	1.0%		1.0%	1.0%	
Robert Hillier	5.1%		5.1%	5.1%	
Vic Prendergast	5.1%		5.1%	5.1%	
Maggie Laidlaw	8.4%		8.4%	8.4%	
Bob Bell	8.4%	8.4%			
Tom Nevills	1.3%		1.3%	1.3%	
Pat Salter	1.5%		1.5%	1.5%	
George Wicke	0.5%		0.5%	0.5%	
Joanne Ross-Zuj	3.3%		3.3%	3.3%	
John Brennan	4.0%		4.0%	4.0%	
Steve Schmitt	1.9%		1.9%	1.9%	
Brian Coleman	1.9%		1.9%	1.9%	
<hr/>					
	100.0%	13.6%	86.4%	86.4%	0.0%

- e) Provision for Current Borrowing (pending receipt of Municipal Levies, Provincial Grants and other revenues)

Recommended borrowing for 2014 - \$1,000,000

J. Mitchell read the recommendation

Res. No. 33-14

Moved by: G. Wicke
Seconded by: J. Brennan (carried)

WHEREAS it is necessary for Grand River Conservation Authority (hereinafter called the "Authority) to borrow, on an interim basis, up to the sum of One Million Dollars (\$1,000,000) required for its purposes until payment to the Authority of grants and of sums to be paid to it by the participating municipalities designated as such under The

Conservation Authorities Act, RSO 1990;

THEREFORE BE IT RESOLVED:

1. THAT Grand River Conservation Authority be authorized to borrow, on an interim basis, sums required to a maximum of One Million Dollars (\$1,000,000) necessary for its purposes on the promissory note or notes of the Authority from the Canadian Imperial Bank of Commerce a sum or sums not exceeding in the aggregate One Million Dollars (\$1,000,000) and interest at the said Bank's minimum lending rate established from time to time, until payment to Grand River Conservation Authority by the participating municipalities.
2. THAT the Chair or Vice-Chair together with the Chief Administrative Officer or Secretary-Treasurer of the Authority be and they are hereby authorized to execute for and on behalf of Grand River Conservation Authority, a promissory note or notes for the sum to be borrowed under paragraph number 1 hereof and to affix thereto the corporate seal of Grand River Conservation Authority.
3. THAT the amount borrowed pursuant to this Resolution together with interest thereon be a charge upon the whole of the money received or to be received by the Authority by way of grants as and when such moneys are received and of sums received or to be received by Grand River Conservation Authority from the participating municipalities as and when such moneys are received.
4. THAT the Chair or Vice-Chair or the Chief Administrative Officer or Secretary-Treasurer of Grand River Conservation Authority be and is hereby authorized and directed to apply, in payment of the moneys borrowed pursuant to this Resolution together with interest thereon, all of the moneys received by Grand River Conservation Authority by way of grants or sums received by Grand River Conservation Authority from the participating municipalities.

15. Appointment of Audit Committee

J. Mitchell reminded the members that the Terms of Reference for the Audit Committee require that the Chair, Vice-Chair and five other members form that committee. She called for volunteers from the members to fill the five committee positions. B. Coleman, J. d'Ailly, J. Jamieson, F. Morison and G. Wicke volunteered.

Res. No. 34-14

Moved by: G. Liorentz
Seconded by: W. Stauch (carried)

THAT B. Coleman, J. d'Ailly, J. Jamieson, F. Morison and G. Wicke be appointed to the Audit Committee until the next Annual General Meeting.

16.

Appointment of Special Recognition Committee

J. Mitchell said the Chair and Vice-Chair will be on this committee and called for four volunteers. J. Haalboom, J. Jamieson, P. Salter and W. Stauch volunteered.

Res. No. 35-14

Moved by: L. Boyko
Seconded by: J. Brennan (carried)

THAT the following members be appointed to the Special Recognition Committee: J. Haalboom, J. Jamieson, P. Salter and W. Stauch until the next Annual General Meeting.

17.

3rd Reading of By-laws:

18.

Other Business:

- a) J. Haalboom drew the members' attention to the brochure entitled Historic Countryside Tours prepared by the Heritage Planning Advisory Committee for the Region of Waterloo. The tours involve the Townships in Waterloo Region and can be accessed online. W. Stauch complimented J. Haalboom for her work in leading the Heritage Planning Advisory Committee. He said he would like to hear from any other municipalities that have a similar program.
- b) W. Stauch commended the members who attended the Heritage Day Workshop. He said the committee is already working on the 2015 workshop and is looking for volunteers.
- c) W. Stauch commended D. Schultz for his work regarding the Grand River Conservation Authority Watershed Awards recognizing watershed heroes.
- d) B. Banbury acknowledged W. Stauch for his participation in the Heritage Day Workshop.
- e) G. Wicke said large increases in assessed values of properties in rural communities are related to MPAC. He said the rural municipalities are disturbed.

19. Closed Meeting:

Res. No. 36-14 Moved by: M. Laidlaw
Seconded by: J. Brennan (carried)

THAT the Annual General Meeting adjourn into closed session to discuss a property matter.

*the meeting adjourned at 11:40 a.m.

*the meeting reconvened at 12:00 p.m.

Res. No. 37-14 Moved by: M. Laidlaw
Seconded by: J. d'Ailly (carried)

IN ORDER to further the objects of the Grand River Conservation Authority by ensuring a continuous land assembly for public access along the Grand River in the City of Cambridge;

THEREFORE BE IT RESOLVED THAT the Grand River Conservation Authority declare surplus and convey to the City of Cambridge those lands legally described as Lots 1A to 7A both inclusive, and 1B to 7B both inclusive and Part of Canal Lot and Part of Victoria Street, Registered Plan 444, formerly in the City of Galt, now in the City of Cambridge and Regional Municipality of Waterloo, to be more particularly described as Parts 1, 2 ,3 and 4 of Reference Plan 58R-18019, including an easement in the favor of the Grand River Conservation Authority for Parts 1 and 3 of Reference Plan 58R-18019, for the purpose of activities related to flood control and access, for the consideration of \$2.00;

AND THAT the Grand River Conservation Authority accept, in exchange, those lands legally described as Part of Lot 14, Plan D-9, Part of the Bed of the Grand River Adjacent to Plan D-9, Concession 11, formerly in the City of Galt, now in the City of Cambridge and Regional Municipality of Waterloo, to be more particularly described as Parts 1 to 16 of Reference Plan 58R-18072, including an easement in favour of Pearl Hospitality Inc. contained within Parts 13, 14, 15, 19, 23, 24, 25, 34, 35, 36, 41, 42, 43, 44, 49, 50, 52, 53, 58, 59, 60 and 63 of Reference Plan 58R-16766, for the consideration of \$2.00.

20. Next Meetings

- i) General Membership Meeting
Friday, March 28, 2014 at 9:30 a.m.
Auditorium/Boardroom
Administration Centre, Cambridge

****to be followed by Special Recognition Committee – Conference Room****

- ii) General Membership Meeting
Friday, April 25, 2014 at 9:30 a.m.
Auditorium/Boardroom
Administration Centre, Cambridge

21.

Adjourn:

The meeting adjourned at 12:05 a.m.

Chair

Secretary-Treasurer

GRAND RIVER CONSERVATION AUTHORITY

GENERAL MEETING

Dated: February 28, 2014

Audit Committee

TO: Members of the Grand River Conservation Authority

FROM: J. Mitchell, Chair, Audit Committee

The Audit Committee met on February 19, 2014 at 9:30 a.m. and reviewed the 2013 Financial Statements prepared by the Grand River Conservation Authority (GRCA) staff and reported on by KPMG LLP, Chartered Accountants, the external auditors appointed by the GRCA. These Audited Financial Statements and Schedules are attached.

Staff had the opportunity to discuss the performance of the auditors without them being present. The auditors were given the same opportunity with respect to management. Both parties confirmed a good working relationship.

The Audit Committee reviewed the Terms of Reference (dated February 19, 2014) and recommended changes in order to comply with By-law No. 1-2014.

The Audit Committee is satisfied that the Financial Statements, Notes and Schedules fairly present the financial position of the GRCA.

The Audit Committee made the following recommendations:

Recommendations:

Motion Audit 02-14-01 THAT the Terms of Reference (dated February 19, 2014) for the Audit Committee be confirmed with required changes in order to comply with Grand River Conservation Authority's By-law No. 1-2014;

AND THAT the Gauge Reserve be increased by \$70,000;

AND THAT the Forestry Reserve be increased by \$121,000;

AND THAT the 2013 Audited Financial Statements, Notes and Schedules be approved;

AND THAT KPMG Chartered Professional Accountants are appointed as Grand River Conservation Authority's Auditors for the year ended December 31, 2014 at an amount not to exceed the actual 2013 Audit Fee.

TO THE IMMEDIATE ATTENTION OF THE CLERK AND COUNCIL

April 2, 2014

**Bill 69, The Prompt Payment Act Put Aside ;
Government Announces Construction Liens Act Review**

Today, the Standing Committee on Regulations and Private Bills of the Ontario Legislative Assembly voted on a motion to set aside Bill 69, The Prompt Payment Act. Bill 69 was introduced in May 2013 by MPP Steven Del Duca to change the way payments were made under contracts in the construction industry. AMO and municipal governments across Ontario raised significant concerns with this legislation and AMO is optimistic that members of the committee will not bring the Bill back for further consideration.

At the Standing Committee, as well as prior to, municipal governments brought attention to the difficulty Bill 69 provisions would create for construction owners. Bill 69's payment timelines, progress payment provisions and lack of recognition for payments tied to construction milestones would have created challenges for municipalities in the management of public funds in construction contracts.

AMO, joined with several other public and private sector owner organizations, said the Bill should not proceed and that a proper government policy review be conducted to deal with prompt payment issues so that the perspectives of all interested parties could be input. Linked to this discussion, the Attorney General of Ontario announced last Friday that it would begin a review of the Construction Liens Act, under an independent party and to begin in spring 2014. AMO is awaiting details on this review process.

In addition, AMO President Russ Powers received a recent letter from the Ontario General Contractors' Association (OGCA) that explained its position on Bill 69, particularly apologizing to AMO for not reaching out to it and other construction owners when the issues in the Bill were under discussion within the construction industry. At Committee, it had also requested more time for examination of the issues and consultation with affected parties. Like AMO, OGCA has also called for more time for discussion and a more consultative process to discuss prompt payment issues instead of Bill 69.

We thank all the many municipal governments who sent letters on Bill 69 to the Standing Committee and all the political parties. It was very helpful. AMO will continue to work to ensure the interests and needs of our members are part of the future discussions regarding prompt payment for construction contracts.

AMO Contact: Craig Reid, Senior Advisor, 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. 2014-14**

**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 7th day of April, 2014.

READ a third time and finally passed in Open Council this 7th day of April, 2014.

Mayor

Clerk

Ontario
Trillium
Foundation



Fondation
Trillium
de l'Ontario

**NOTE: THIS IS YOUR LETTER OF AGREEMENT.
PLEASE SIGN AND SEND IT BACK TO
ONTARIO TRILLIUM FOUNDATION**

LETTER OF AGREEMENT

BETWEEN

**Ontario Trillium Foundation
("The Foundation")**

AND

**Township of Wilmot
("The Grantee")**

**60 Snyder's Road West
Baden ON N3A 1A1**

\$130,000 over 12 months

**to support a grassroots community initiative through the
purchase of water spray features for a splashpad that will
broaden access to active living for the residents of the
Township of Wilmot.**

Application ID No.: 125925

**Approval Date:
March 06, 2014**

NOTE: THIS IS YOUR LETTER OF AGREEMENT.
PLEASE SIGN AND SEND IT BACK TO
ONTARIO THILLYUM FOUNDATION

ONTARIO TRILLIUM FOUNDATION ANTI-DISCRIMINATION POLICY

1.0 RATIONALE

The Ontario Trillium Foundation believes that inclusiveness is an important element in building healthy and vibrant communities. The Foundation is committed to ensuring that public funds are not used to carry out activities that are discriminatory. The Foundation does not support organizations engaged in discriminatory practices.

2.0 POLICY

- 2.1. In line with the Province, the Foundation prohibits actions that discriminate against people based on the following grounds in the Ontario Human Rights Code: age, ancestry, colour, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital status, gender identity, gender expression, receipt of public assistance (in relations to housing), record of offences (with regards to employment), sex (including pregnancy and breastfeeding) and sexual orientation.
- 2.2. This policy applies to all activities of The Ontario Trillium Foundation, including but not limited to employment, grantmaking, purchasing, and selecting vendors or consultants, and extends to the use of public funds by grantees.
- 2.3. The Ontario Trillium Foundation requires that all grant applicants have an anti-discrimination policy or that they sign this document confirming their commitment to not discriminate in any of their practices. The Foundation strongly recommends that organizations develop their own anti-discrimination policy, and that this policy be broad and inclusive. Specifically, we recommend that the policy include all prohibited grounds of discrimination listed above, and that the policy demonstrates the organization's commitment to inclusion.
- 2.4. Discrimination will not be tolerated, condoned, or ignored at the Foundation. If a claim of discrimination is proven, disciplinary measures will be applied, up to and including termination of grant and revoking the eligibility of an organization to reapply for funding until it can prove it no longer has discriminatory practices.

3.0 DEFINITION

In alignment with the practice of the Provincial government, the Ontario Trillium Foundation defines discrimination as the differential treatment of an individual or group of individuals which is based, in whole or in part, on one or more than one of the prohibited grounds of discrimination listed above, and which thus has an adverse impact on the individual or group of individuals.

It is not a discriminatory practice for a person to adopt or carry out a special program, plan or arrangement designed to prevent disadvantages that are likely to be suffered by, or to eliminate or reduce disadvantages that are suffered by, any group of individuals when those disadvantages would be based on or related to the prohibited grounds of discrimination, by improving opportunities respecting goods, services, facilities, accommodation or employment in relation to that group.

4.0 DECLARATION

All organizations that apply to the Ontario Trillium Foundation are required to check one of the options below as a part of their application.

We have read the Ontario Trillium Anti-Discrimination Policy and *(please check one)*:

___ agree to act in accordance with the above policy

___ submit our own anti-discrimination policy as part of this application

Name of Grant Applicant : <i>(Organization)</i>	
Complete Address:	
Name of Signing Officer : <i>(Please print)</i>	
Position:	
Signature:	
Date:	

18. Capital Grants (For Grants with a Capital Component Only)

- Without limiting the application of Article 12 above to the capital project, the Grantee will purchase and maintain insurance including property insurance, casualty insurance, and general liability insurance which is adequate for the purposes of the capital project of the Grantee, including operations at the project site and any equipment used as part of the project. Adequate insurance coverage must be maintained for the duration of the Grant.
- Without limiting the application of Article 13 above to the capital project, the Foundation is not responsible or liable for the quality of design, construction, maintenance or operation of the capital project. The Foundation is not responsible or liable for any loss or damages arising out of or relating to the design, construction, maintenance or operation of the capital project.
- The Grantee will ensure that all renovations, modifications, and additions meet or exceed all applicable building codes and project specifications.

19. No Partnership or Joint Venture

- It is expressly acknowledged and agreed that this Letter of Agreement (including its Schedules), the Grant or the conduct of the Foundation and the Grantee relating to the Grant shall not create any form of partnership or joint venture between the Foundation and the Grantee.

20. Non-Assignability

- This Letter of Agreement shall not be assigned by the Grantee without the written consent of the Foundation.

21. Reliance by Foundation

- The Grantee represents, warrants, agrees, and acknowledges that in providing the Grant to the Grantee, the Foundation has relied on the representations and warranties contained herein and all information provided to the Foundation in the Grantee's application to the Foundation for Grant funds and all other information provided in writing to the Foundation by the Grantee; that such information is correct, will continue to be correct, and contains no material misrepresentations; and that the Grantee will immediately notify the Foundation if any such information ceases to be correct.

IN WITNESS WHEREOF, this Letter of Agreement has been signed on behalf of the parties as of the dates indicated below. I have the legal authority to bind the organization in this Agreement.

The Ontario Trillium Foundation

Township of Wilmot

Per:

Diane Labelle-Davey

Name

Vice President, Community Investments

Title


Signature

March 13, 2014
Date

Per:

Name (Please print.)

Title

Signature

Date

Witness:

Elena Gouchtchina

Name

Coordinator of Program Administration

Title


Signature

March 13, 2014
Date

Witness:

Name (Please print.)

Title

Signature

Date

**SCHEDULE A:
BUDGET, CONDITIONS AND EXPECTED RESULTS, PAYMENT AND REPORT SCHEDULES**

Grantee: Township of Wilmot
 Application ID#: 125925
 Approval Date: March 06, 2014
 Assigned Staff: Tracey Robertson

Approved Amount: \$130,000
 Grant Term: 12 months

The grant to your organization is based on information provided in your application.

BUDGET:

Grant funds may only be spent for the items and activities described here.

Type	Item	Year 1 \$		Total \$	
		Req	Appr	Requested	Approved
Equipment	Accessibility Equipment	\$130,000	\$18,500	\$130,000	\$18,500
Equipment	Bubblers	\$0	\$8,000	\$0	\$8,000
Equipment	Mist Sprayers	\$0	\$3,500	\$0	\$3,500
Equipment	Spinner Sprayers	\$0	\$17,000	\$0	\$17,000
Equipment	Water Cannons	\$0	\$10,000	\$0	\$10,000
Equipment	Dump Bucket	\$0	\$35,000	\$0	\$35,000
Equipment	Tunnel Sprayers	\$0	\$11,000	\$0	\$11,000
Equipment	Ground Sprays	\$0	\$27,000	\$0	\$27,000
Total		\$130,000	\$130,000	\$130,000	\$130,000

OTF IMPACT INDICATORS (RESULT AND OUTCOME)

SECTOR PRIORITY: Broaden access to, and improve quality and safety of active living programs

OTF DESIRED OUTCOME: More people participating in quality and safe active living programs, especially those who would not otherwise have access

When reporting on your OTF Impact Indicator(s), please only report the impact achieved as a direct result of your OTF grant:

Impact Indicator Type	Impact Indicator (s)	Indicator Target (s)	You are expected to measure these results in the following ways
Result Indicator	# of targeted population participating in sports and recreational activities	100	Track and report on the number of people from the targeted population participating in activities.

EXPECTED RESULTS AND PROGRESS MEASURES:

Year	Expected Results	Progress Measures
Year 1	Broaden access to active living through the installation of specific elements for a Splashpad.	<ul style="list-style-type: none">• Construction and installation of Splashpad is completed.• Over 3000 families make use of the Splashpad on an annual basis.

CONDITIONS: N/A**OTHER REQUIREMENTS: N/A****PAYMENT AND REPORTS SCHEDULE:**

Due Dates yyyy-mm-dd	Reports	Payment Amounts
2014-03-27	Letter of Agreement	
2014-04-01		\$130,000
2015-07-06	Final Report	

**THE CORPORATION OF THE TOWNSHIP OF WILMOT
BY-LAW NO. 2014-15**

**BY-LAW TO AMEND SCHEDULE A OF BY-LAW 2007-17,
PERMANENT EXEMPTIONS TO THE NOISE BY-LAW**

WHEREAS the Municipal Council of the Corporation of the Township of Wilmot deems it expedient to amend Schedule A of By-law No. 2007-17, as hereinafter provided.

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

1. THAT Schedule A of By-law 2007-17 concerning Permanent Exemptions to the Noise By-law be amended to include the Castle Kilbride Summer Concert Series and that the Bridging the Gap Arts and Music Festival be removed as illustrated in the amended Schedule A attached.
2. This By-law shall come into effect on the date of passage.

READ a first and second time this 7th day of April, 2014.

READ a third time and finally passed in Open Council this 7th day of April, 2014.

Mayor

Clerk

**SCHEDULE A TO BY-LAW 2007-17
BY-LAW TO AMEND BY-LAW NO. 98-21, RESPECTING NOISE**

**PERMANENT EXEMPTIONS TO NOISE BY-LAW
TOWNSHIP OF WILMOT**

The following annual major event users of the Township of Wilmot's Municipal Facilities are exempt from the provisions of the Noise By-law for the purpose of playing amplified music/noise:

**Official Canada Day Event Celebrations
Mennonite Relief Sale
Moparfest
New Hamburg Fall Fair
Official Victoria Day Event Celebrations
Castle Kilbride Summer Concert Series**