



**TOWNSHIP OF WILMOT  
COUNCIL MEETING AGENDA  
MONDAY, AUGUST 25, 2014**

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

- 1. MOTION TO CONVENE INTO CLOSED SESSION (IF NECESSARY)**
- 2. MOTION TO RECONVENE IN OPEN SESSION**
- 3. MOMENT OF SILENCE**
- 4. ADDITIONS TO THE AGENDA**
- 5. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT**
- 6. MINUTES OF PREVIOUS MEETINGS**
  - 6.1 Council Meeting Minutes July 21, 2014  
Special Council Meeting Minutes August 11, 2014**

**Recommendation**

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

**Regular Council Meeting June 23, 2014, and;  
Special Council Meeting August 11, 2014.**

**7. PUBLIC MEETINGS**

- 7.1 REPORT NO. DS 2014-19  
Zone Change Application 05/14  
Dennis Kropf / Steelgate Farms Inc.  
Part of Lot 3, Concession 3, Block A  
1092 Bridge Street**

**Recommendation**

**THAT Zone Change Application 05/14 made by Dennis Kropf / Steelgate Farms inc., affecting Part of Lot 3, Concession 3, Block A not be approved.**

**8. PRESENTATIONS/DELEGATIONS**

**9. REPORTS****9.1 CAO****9.1.1 REPORT NO. CAO 2014-03  
Waterloo Regional Economic Development Strategy (WREDS)  
Update Report****Recommendation**

**THAT Wilmot Township approve in principle the Waterloo Region Economic Development Strategy (WRDES) and the creation of the Waterloo Region Economic Development Corporation (WREDC) as described in Report CAO 2014-03; and**

**Further that staff be directed to continue to work in partnership with the Region of Waterloo and the other Area Municipalities to develop associated implementation and transition plans with a target WREDC commencement date of January 2016, subject to Council approval of the future implementation and transition process.**

**9.2 CLERKS****9.2.1 REPORT NO. CL2014-26  
Country Paws Kennel  
Request to Lift Kennel Licence Conditions  
1881 Carmel-Koch Road, St. Agatha  
Township of Wilmot****Recommendation**

**THAT Council approves the request to lift the kennel licence conditions concerning scheduled hours for outdoor access for Country Paws Kennel.**

**AND FURTHER THAT the kennel owner install a hedge row that is conducive to the growing environment to the east of the solid board fence by October 31, 2014 to be in compliance with the Council resolution passed on July 21, 2003.**

**9.2.2 REPORT NO. CL2014-27  
Lottery Licence Request  
Optimist Club of New Hamburg  
Moparfest Car Raffle****Recommendation**

**THAT the application from the Optimist Club of New Hamburg be authorized for a raffle lottery licence for an automobile to be awarded at the annual Moparfest event on August 16, 2015 in addition to four early bird prizes with a total value of \$49,257.65;**

**AND FURTHER THAT the authorization to grant this raffle licence be conditional that the lottery be conducted in accordance with the Ministry of Consumer and Commercial Relations, the Lottery Licensing Policy Manual Guidelines on lotteries and raffles and Township of Wilmot Lottery Licensing Policies.**

**9.3 FINANCE****9.3.1 REPORT NO. FIN 2014-24  
Development Charges Background Study and By-law****Recommendation**

**THAT report FIN 2014-24 regarding the Development Charges Background Study and By-law be endorsed.**

**9.4 PUBLIC WORKS****9.4.1 REPORT NO. PW-2014-13  
Public Works Activity Report  
April - June****Recommendation**

**THAT the Public Works Department Activity Reports for the months of April, May and June 2014 be received for information**

**9.5 DEVELOPMENT SERVICES****9.5.1 REPORT NO. DS 2014-18  
July Building Statistics****Recommendation**

**THAT the July 2014 Building Statistics be received for information.**

**9.5.2 REPORT NO. DS 2014-17  
362 Fairview Street, New Hamburg  
Riverbend Brownstones Inc.  
Requirement for Municipal Sidewalks on Bleams****Recommendation**

**THAT the Council accept the request of Riverbend Brownstones Inc. respecting the requirement for the construction of municipal sidewalks on Bleams Road West at this time.**

**9.6 FACILITIES AND RECREATION SERVICES****9.6.1 REPORT NO. PRD 2014-11  
Tender 2014-24 Softball Diamond Lighting Systems****Recommendation**

**THAT Tender 2014-24 to Design, Supply and Install Softball Diamond Lighting Systems at Sir Adam Beck Park, Baden and Norm S. Hill Park, New Hamburg, be awarded to Boshart Electric Ltd. for the bid price of \$131,176.55 net of the HST rebate.**

9.7 FIRE – no reports

9.8 CASTLE KILBRIDE – no reports

## 10. CORRESPONDENCE

- 10.1 Grand River Conservation Authority – July/August 2014 Grand Actions
- 10.2 Ministry of Municipal Affairs and Housing – 2013 Financial Information Return Certificate
- 10.3 Grand River Conservation Authority – General Membership / Strategic Planning Meeting Minutes, May 23, 2014
- 10.4 Grand River Conservation Authority – General Membership Meeting, June 27, 2014
- 10.5 Grand River Conservation Authority – GRCA Current, July 2014
- 10.6 Grand River Conservation Authority – GRCA Current, August 2014
- 10.7 Ministry of Municipal Affairs and Housing – Ice Storm Assistance Program Eligibility
- 10.8 Pioneer Hi-Bred Limited – Letter of Support and Funding for Rural Emergencies

## 11. BY-LAWS

- 11.1 By-law No. 2014-33, By-law to Remove Holding Provisions from the Steinmann Mennonite Church Cemetery expansion
- 11.2 By-law No. 2014-34, Development Charges By-law
- 11.3 By-law No. 2014-35, By-law to Provide for Advance Voting Dates

### Recommendation

THAT By-law Nos. 2014-33, 2014-34 and 2014-35 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. 2014-36

### Recommendation

THAT By-law No. 2014-36 to Confirm the Proceedings of Council at its Meeting held on August 25, 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, JULY 21, 2014**

**CLOSED COUNCIL MEETING  
WILMOT COMMUNITY ROOM  
6:15 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, 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,  
Director of Finance R. Tse, Curator/Director of Castle Kilbride T. Loch, Senior  
MLEO D. Wallace, MLEO K. Way, MLEO D. Zeinstra, Manager of Accounting P.  
Kelly, Assistant Curator S. Gropp**

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

**Resolution No. 2014-137**

**Moved by: M. Murray**

**Seconded by: A. Junker**

**THAT a Closed Meeting of Council be held on Monday, July 21, 2014 at 6:15 p.m. in accordance  
with Section 239 (2) (b) and (c) of the Municipal Act, 2001, for the purposes of considering the  
following matters:**

- 2 (b) personal matters about an identifiable individual**
- (c) a proposed or pending acquisition or disposition of land.**

**CARRIED.**

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

**Resolution No. 2014-138**

**Moved by: B. Fisher**

**Seconded by: P. Roe**

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

**CARRIED.**

**3. MOMENT OF SILENCE**

**Mayor L. Armstrong requested that the people present think of those affected by the recent air tragedy for  
Flight 17.**

**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 June 23, 2014****Resolution No. 2014-139**

Moved by: A. Junker

Seconded by: M. Murray

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

**Regular Council Meeting June 23, 2014.**

**CARRIED.**

**7. PUBLIC MEETINGS****7.1 REPORT NO. CL2014-21**

**Country Paws Kennel**

**Request to Lift Kennel Licence Conditions**

**1881 Carmel-Koch Road, St. Agatha**

**Township of Wilmot**

**Resolution No. 2014-140**

Moved by: A. Junker

Seconded by: M. Murray

**THAT Report No CL2014-21 be received for information.**

**CARRIED.**

Mayor L. Armstrong announced that this is a public consultation being held pursuant to By-law No. 2008-01 to consider a request from Glenda Rutherford of Country Paws Kennels located at 1881 Carmel-Koch Road to have the licence conditions placed on the kennel lifted. He advised that the adjacent property owners within 150 meters of the subject property had been notified of the request and will be given an opportunity to provide comment on the request.

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

The Deputy Clerk highlighted the report.

Mayor L. Armstrong asked the registered delegations if they wished to address Council.

**Russ Straus, 2400 Notre Dame Drive, St. Agatha**

Mr. Straus expressed to Council his strong opposition to the lifting of the kennel licence conditions despite his love for dogs. He advised Council that he dislikes living next to a kennel with forty eight dogs and he reminded Council that they granted the increase in dogs allowed at the kennel with the imposed conditions that had been negotiated and agreed upon by the kennel owner and the kennel neighbours who oppose the kennel. He noted to Council that, as per the agreement, he did not complain about noise from the kennel provided the schedule in the licence conditions were adhered to. He suggested that the noise is intolerable when the dogs are allowed outside which was extended to a longer period of time by Council in 2008.

Mr. Straus advised Council that he is of the opinion that the kennel licence conditions should not be amended unless the kennel owner and the opposing neighbours reach a new agreement. He expressed his belief that information from other municipalities relative to dog kennels is invalid, that the fact that no other kennels have licence conditions imposed on them is irrelevant and that the comments from the Humane Society are hearsay.

With regards to his new house, Mr. Straus notified Council that he built it in the new location because of the restrictions on when the dogs could be allowed outside. He stated that the Township notifications are circulated to those who are most affected by the kennel and that their comments should carry the most weight when making the decision.

Mr. Straus responded to Councillor B. Fisher by stating that the noise levels are "okay" when inside their home.

At Mayor L. Armstrong's request, Mr. Straus agreed to provide his statement in writing to the Clerk. The statement is attached as Appendix 'A.'

**Linda and Jay Churchill, 1896 Carmel-Koch Road, St. Agatha**

Mrs. Churchill notified Council that she is only attending this meeting because the noise from the kennel is a problem, a nuisance and is stressful. She stated that she was told no other changes would be made to the kennel licence conditions. She notified Council that they have made no complaints regarding the kennel with the exception of two calls in the spring of 2014 since they felt the noise was excessive.

Mrs. Churchill questioned why staff and the Mayor would meet with the kennel owner regarding this request but that the Township made no effort to meet with the neighbours in opposition to the kennel. She suggested that the kennel is in contravention of the Township's Noise By-law. She expressed that Council and the kennel owner should adhere to the agreement made with the neighbours in opposition to the kennel. She concluded by noting for Council that the kennel owner included the schedule for hours the dogs were allowed outside by the 2003 Council Resolution not the updated 2008 Council Resolution.

Mr. Churchill expressed to Council that when the dogs are indoors that it is not quiet either. He noted that when the dogs are dropped off and picked up by their owners that the animals are making noise. He wanted to ensure that Council recognized that this is a temporary, boarding Council not a breeding kennel.

Mr. Churchill noted that he has made few or no complaints to uphold the agreement made with the kennel owner. He stated that Country Paw's claims to be the only kennel with licence conditions is irrelevant. He stated that he has no idea on the operations of other kennels. He further stated that no one knows what it is like to live next to a kennel. He concluded by stating that he has a contract with the kennel owner which he intends to ensure is upheld.

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

Ms. Rutherford provided a handout to Council which was distributed. She noted that the handout illustrates the schedule allowing the dogs outside from 2003 and 2008. She read from the handout which has been attached as Appendix 'B.'

Ms. Rutherford clarified for Councillor B. Fisher that the dogs are allowed outside in small groups at different times during the schedule. She also stated that some dogs are louder than others and may tend to bark more.

Mayor L. Armstrong asked if anyone wished to speak on the application.

Mr. Straus addressed Council again with regards to the fact that Ms. Rutherford appeared at a Public Meeting regarding the building of his new house and had it noted that he is choosing to build closer to her kennel. He agreed that the kennel existed before the new home was built but that he had lived at the property across the road from the kennel long before it began operations. He argued that he was not aware that the kennel would be raised during the Public Meeting for his house so he therefore disagrees with Ms. Rutherford's comments relative to that meeting.

In response to Councillor P. Roe, Mr. Straus stated that in 2008 he enlisted the services of an acoustical engineer to mitigate the noise from the kennel and subsequently built a berm which has not provided much assistance with regards to noise. He then stated that he is trying to get along with the neighbours but that it does not seem to be reciprocal. Councillor P. Roe then suggested that perhaps the berm would have decreased some sound within the spectrum but not all.

In response to Councillor B. Fisher, the Senior MLEO stated that the Township has other kennels that are similar in size and larger but that no noise complaints have been received.

The Deputy Clerk suggested to Council that a comparison chart for other kennels in Wilmot Township can be included with the August 25<sup>th</sup> report which would include proximity information to neighbouring properties and complaint information with respect to noise.

Mr. Straus noted staff's comments concerning the lack of complaints for other kennels by stating that no complaints have been made regarding Country Paws Kennel for the past six years but that if the kennel licence conditions are removed that it would result in complaints.

Councillor J. Gerber asked Mr. Straus and the Senior MLEO to theorize why this kennel seems to generate complaints while others do not. Mr. Straus stated that he cannot speak with regards to other kennels. The Senior MLEO reiterated that other kennels which are significantly larger do not generate complaints. He then explained that all calls regarding noise that are received by the Municipal Law Enforcement Officers are followed up and that all kennels are inspected annually.

Councillor P. Roe advised Mr. Straus that in the absence of the conditions imposed by Council that any agreement that may exist between himself and the kennel owner would still exist.

Mr. Straus concurred with Councillor P. Roe, stating he is not a lawyer, but that he could not guarantee that Council would not become involved with regards to this matter.

Mayor L. Armstrong requested that the line of discussion cease in the event that the matter of the agreement becomes a civil, legal matter.

Councillor J. Gerber requested if the kennel owner could provide a speculation as to why other kennels do not generate the same concerns from neighbours regarding noise. Ms. Rutherford suggested that other kennels may have neighbours which are more tolerable. She noted that when she has discussed this matter with other kennel owners and operators that they do not understand how or why this problem would exist. With regards to the discussions with the neighbours who have problems with the kennel she said that she did try to discuss the matter but that it was difficult for her to express her side of the situation. She cited her opinion that it is not fair to the animals to have the schedule and it is not fair to

her given the level of intolerance she is experiencing. She concluded by stating that she would be willing to compromise but is unsure if a compromise could be reached.

Mrs. Churchill asked if she could address Council further. She noted that the schedule and inspections regarding the kennel were from 2003 and that conditions may have changed since then. She questioned how objective the inspections concerning noise are by suggesting that the By-Law Enforcement vehicle could be seen by the kennel owner during this time and it would be obvious why they are there. She asked Council to consider these opinions when reading staff's observations. She stated her opinion that more consideration is being given to the dogs rights then to the neighbours rights. She concluded by stating that this is very stressful and that she should not have to be tolerant any longer.

Mr. Churchill also asked to address Council again. He stated that his impression of the negotiations in 2008 were that they were all very cooperative and that Ms. Rutherford's portrayal is not reflective of what happened.

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

## **8. PRESENTATIONS/DELEGATIONS**

## **9. REPORTS**

### **9.1 CAO – no reports**

### **9.2 CLERKS**

#### **9.2.1 REPORT NO. CL2014-22**

**Petition from Stephen and Linda Lichti  
for Municipal Drainage Works  
South Part of Lot 26, Concession South of Bleams Road  
New Hamburg, Township of Wilmot**

#### **Resolution No. 2014-141**

**Moved by: B. Fisher**

**Seconded by: J. Gerber**

**THAT the Township of Wilmot accept the Petition for Municipal Drainage Works received from Stephen and Linda Lichti for the South Part of Lot 26, Concession South of Bleams Road, and authorize the Clerk to proceed accordingly under The Drainage Act.**

**CARRIED.**

#### **9.2.2 REPORT NO. CL2014-23**

**Appointment of Engineer  
Petition for Municipal Drainage Works  
Lot 15, Concession North of Bleams Road  
1748 Wilmot Centre Road, Baden  
Township of Wilmot, Regional Municipality of Waterloo**

**Resolution No. 2014-142****Moved by: M. Murray****Seconded by: B. Fisher**

**THAT Dietrich Engineering of 515 Dotzert Court, Waterloo be appointed as the Engineer relative to the Petition from Wiebe Nauta for 1748 Wilmot Centre Road, Baden, Lot 15, Concession North of Bleams Road, and authorize the Clerk to proceed accordingly under The Drainage Act.**

**CARRIED.**

**9.2.3 REPORT NO. CL2014-24  
By-law Enforcement  
Quarterly Activity Report  
April to June 2014**

**Resolution No. 2014-143****Moved by: M. Murray****Seconded by: P. Roe**

**That the Enforcement Activity Report for April 1, 2014 to June 30, 2014 be received for information purposes.**

**CARRIED.**

The Senior Municipal Law Enforcement Officer highlighted the report.

In response to Councillor A. Junker the Senior MLEO and the Fire Chief both confirmed that the fires that occurred earlier this year on Peel Street and on Huron Road have not yielded any comments concerning Municipal Law Enforcement or have had any further involvement from the Township Fire Department.

The Senior MLEO confirmed for Councillor P. Roe that noise calls are often in relation to large private parties in which case the police are called as they occur on weekends or after office hours. He stated that some calls are regarding barking dogs which are usually short in duration.

Mayor L. Armstrong responded to Councillor J. Gerber's questions concerning fires from earlier in 2014 by stating that some difficulties in communication have occurred concerning the status of fires that have involved the Fire Marshal's Office or the police as the Township required them to expand on the responses given.

The Senior MLEO clarified for Councillor J. Gerber that the MOE is currently compiling information concerning decibel levels for different industries and different types of noise but currently nothing exists with relation to dog kennels specifically.

**9.2.4 REPORT NO. CL2014-25  
Noise By-law Exemption Request  
Rebecca Turner and Kyle Hillar  
258 Wilmot Street, New Hamburg**

**Resolution No. 2014-144****Moved by: P. Roe****Seconded by: M. Murray**

**THAT an exemption to the Noise By-law as requested by Rebecca Turner and Kyle Hillar at 258 Wilmot Street in New Hamburg for the purpose of their wedding commencing Friday, August 29, 2014 at approximately 4:00 p.m. to 12:00 midnight, be granted.**

**CARRIED.**

The Deputy Clerk highlighted the report.

**9.3 FINANCE****9.3.1 REPORT NO. FIN 2014-21****Statement of Operations as of June 30, 2014 (un-audited)****Resolution No. 2014-145****Moved by: M. Murray****Seconded by: A. Junker**

**THAT the Statement of Operations as of June 30, 2014, as prepared by the Manager of Accounting, be received for information purposes.**

**CARRIED.**

The Manager of Accounting highlighted the report.

**9.3.2 REPORT NO. FIN 2014-22****Capital Program Review as of June 30, 2014 (un-audited)****Resolution No. 2014-146****Moved by: A. Junker****Seconded by: J. Gerber**

**That the Capital Program Review as of June 30, 2014, as prepared by the Manager of Accounting, be received for information purposes.**

**CARRIED.**

The Manager of Accounting highlighted the report.

In response to Councillor A. Junker, the Director of Public Works advised that the Oxford-Waterloo Bridge opened during the last of week and that the Haysville Road works began on June 30 and will last approximately six to eight weeks.

The Director of Facilities and Recreation Services confirmed for Councillor A. Junker that the New Dundee Library is expected to be ready for occupancy during the last week of August or first week of September according to the most recent site meeting.

**9.4 PUBLIC WORKS – no reports**

**9.5 DEVELOPMENT SERVICES**

**9.5.1 REPORT NO. DS 2014-16  
May – June Building Statistics**

**Resolution No. 2014-147**

**Moved by: P. Roe**

**Seconded by: M. Murray**

**THAT the May and June 2014 Building Statistics be received for information.**

**CARRIED.**

**9.6 FACILITIES AND RECREATION SERVICES**

**9.6.1 REPORT NO. PRD 2014-10  
Facilities & Recreation Services Quarterly Activity Reports**

**Resolution No. 2014-148**

**Moved by: B. Fisher**

**Seconded by: A. Junker**

**THAT the Facilities & Recreation Services Quarterly Activity Reports for the second quarter of 2014 be received for information**

**CARRIED.**

**9.7 FIRE**

**9.7.1 REPORT NO. FI 2014-05  
Quarterly Activity Report**

**Resolution No. 2014-149**

**Moved by: P. Roe**

**Seconded by: M. Murray**

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

**CARRIED.**

**9.8 CASTLE KILBRIDE**

**9.8.1 REPORT NO. CK2014-03  
Quarterly Activity Report – April, May & June 2014**



**Resolution No. 2014-150****Moved by: M. Murray****Seconded by: A. Junker**

**THAT the Castle Kilbride Activity Report for the months of April, May and June be accepted for information purposes.**

**CARRIED.**

The Curator/Director of Castle Kilbride highlighted the report and distributed a promotional post card detailing the summer events at the Castle.

**10. CORRESPONDENCE****11. BY-LAWS****11.1 By-law No. 2014-30, By-law Respecting the Appointment of a Chief Building Official and Inspectors****Resolution No. 2014-151****Moved by: B. Fisher****Seconded by: J. Gerber**

**THAT By-law No. 2014-30 be read a first, second and third time and finally passed in Open Council.**

**CARRIED.**

**12. NOTICE OF MOTIONS****13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS****14. BUSINESS ARISING FROM CLOSED SESSION****15. CONFIRMATORY BY-LAW****15.1 By-law No. 2014-31****Resolution No. 2014-152****Moved by: J. Gerber****Seconded by: P. Roe**

**THAT By-law No. 2014-31 to Confirm the Proceedings of Council at its Meeting held on July 21, 2014 be introduced, read a first, second, and third time and finally passed in Open Council.**

**CARRIED.**

**16. ADJOURNMENT (8:06 P.M.)**

**Resolution No. 2014-153**

**Moved by: B. Fisher**

**Seconded by: P. Roe**

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

**CARRIED.**

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**Mayor**

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**Clerk**

Russ Straus notes for the Council Meeting held July 21, 2014 at 7:00 pm

My name is Russ Straus and I live with my wife Linda at 2400 Notre Dame Drive, directly beside of Country Paws Kennel.

I am speaking tonight in strong opposition to the granting of this application, to remove the restrictions that pertain to the times the CPK dogs are allowed outside.

Before there are any misconceptions, I'd like to start out by saying Linda and I both love dogs very much. During the years we grew up in this Township we always had dogs as part of our family. We raised our own children alongside family dogs and in turn they now are raising our grandchildren in the same way.

So please do not take anything I say as if I dislike dogs.

Please do take what I say as I very much dislike living next to 48 barking and howling dogs.

In 2003 CPK made application to expand the kennel population to 30 dogs and this council granted the increase in dogs. As a result of numerous previous noise complaints coupled with the opposition presented from neighbours, this Council imposed restrictions upon what times the dogs be allowed outside the kennel.

In 2008 once again CKP asked for and was granted an increase in dog population; this time from 30 to 48 including the easing of the restrictions. Council granted this but included modified restrictions based on the agreement that CKP and the neighbours negotiated prior to the council meeting. The restrictions contained in the current by-law are reflective of the agreement reached between CPK and the neighbours.

It was in fact Councilor Peter Roe that suggested the neighbours meet with CPK to work out an amicable solution to the problem that all could live with.

Based on his suggestion a meeting was held at the Churchill's house with Glenda Rutherford, Jay & Linda Churchill and my wife Linda & I in attendance. This meeting along with a few follow-up phone conversations was fruitful, as this group did negotiate an agreement that although was not ideal for either side, both sides believed and agreed they could live with.

Along with the increase in dog population to 48, this agreement included the current restriction of hours that the dogs are allowed outside. This was agreed by all, including Glenda; in fact she is quoted in the Council minutes dated September 29, 2008 as such. The neighbours also agreed with Glenda not to call noise complaints into the Township unless CPK went outside these restrictions.

As a result, the Township has not received formal complaints since the 2008 agreement has been in place. This is because during the negotiations of the agreement, the neighbours agreed not to complain as long as CPK adheres to the agreed upon schedule.

It seems any goodwill the neighbours have earned by not formally complaining to the Township means nothing, and in fact is working against us in regards to this application.

It should be noted that the 2008 restrictions actually allow the dogs outside for longer periods of time than the 2003 restrictions.

There is in fact a contract between Glenda and the neighbours as to the number of dogs and hours of operation. This contract is one that will be enforced by the neighbours.

The current restrictions contained in the by-law are reflective of the agreement reached and as such the restrictions should not be altered or lifted unless the underlying agreement between the parties is amended.

The fact that time has passed since the last dealings with this issue does not change anything from the last time the issue was dealt with. The solution reached at that time was satisfactory for all and should be maintained in its current state.

In light of the fact that she was integral to the negotiating of this agreement, Glenda made no effort to contact the neighbours prior to this application being put forward. She knew this application would cause undue hardship and stress to the neighbours and they would vigorously oppose it. Her actions are wrong in so many ways.

Ask yourselves what has changed since 2008?

A few facts:

- The restrictions were put in place based on a mutual agreement between Glenda and the neighbours as wisely suggested by one of your own, Councilor Peter Roe.
- Glenda confirmed in a 2008 public council meeting that she met with the neighbours and they mutually agreed to the restrictions.
- Since 2008, both the neighbours and the kennel have co-existed with a bittersweet relationship that is not ideal for either side yet tolerable for both.
- The township has received no formal complaints since the agreement has been in place. Obviously the agreement has had its intended effect, one that this council should appreciate.
- Glenda is using the same arguments in this current application as she did in 2008 to have the dog population increased and the restricted hours extended. This was

also the basis of her negotiations during the meeting with the neighbours that formed the current mutual agreement.

- Glenda mentions seven other municipalities with kennels that have no restrictions. This is irrelevant information as this council is dealing with this kennel, in this municipality, in which also resides concerned and frustrated neighbours who have a mutual agreement with CPK which legally forms a contract.
- There is valid, historical, logical and legal reasons for having restrictions on this kennel. The uniqueness of this being the only kennel in the township with restrictions is irrelevant.
- The above mentioned mutual agreement will be enforced by the neighbours.
- Glenda's comments in her request letter that Human Society staff commented that dogs kept inside "could possibly be considered a contravention of humane practices" is no reason to grant this request. At best it is hear-say.

"could possibly be considered" does not mean "is definitely accepted". To have merit the phrase should be "dogs kept inside is definitely accepted" as a contravention of humane practices". You'll also note that "humane" has the word "human" embedded within it. I would think the word "humane" is better suited to the kennel's neighbours than its four legged population.

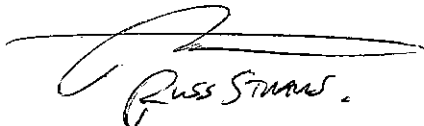
- Surprisingly in this country, not only do kennel owners and dogs have rights, but as I understand it, kennel neighbours also have them.
- As a result of previous decisions made by this council, we are now experienced kennel neighbours and it is painful. Only people that actually live next to a kennel will understand what it is like.
- The kennel neighbour's lives have in fact been negatively impacted by this kennel.
- It is my opinion that this kennel owner does not care about any of the neighbours' concerns and has complete disregard for them and the agreement she made with them.
- The number of neighbours that have formally responded in protest to this request has doubled since the 2008 council meeting.
- During the last few years, my wife Linda and I built a new house on our property east of CPK. This is a beautiful site on which we intend to retire to shortly. We seriously considered not building on this site because of the kennel but our decision to go ahead was largely based on the fact that the current kennel restrictions are in place.

- When Linda and I do retire we will be spending much more time at home and outdoors and our right to peace & quiet will be unjustly compromised with these restrictions lifted.
- One may argue that CPK existed before our house was built which is true but when this Council first granted a kennel license to CPK, one of my arguments was the fact that I and my family were living across from the CPK site long before Glenda and the kennel moved to the neighbourhood. I have lived across from the CPK site for 53 years (Linda for 38 years); well before the kennel existed. These facts were regarded by this Council at that time as being irrelevant.
- It should be noted that Linda and I installed an earth berm at considerable cost on our property just to the east of CPK in an attempt to curb the dog noise. This berm is situated between our house and CPK but unfortunately if the noise level has dropped since the berm's existence it is insignificant as we have noticed no change. I mention this to demonstrate the length we are willing to go to try to help with the situation.
- As is policy and common sense, the Township sent the notices to only the neighbours living in close proximity to the applicant. If you consider the logic to this policy, it is due to the fact that these are the people most affected by the requested lifting of these restrictions. Is it not reasonable to conclude that the wishes and concerns of these people most affected be afforded considerable weight, in fact the most weight in the decided outcome?

Based on my submitted letter dated July 10<sup>th</sup> and my comments tonight, I request this Council make a responsible and proper decision and turn this request down when you meet on August 25<sup>th</sup>.

Thank you for the opportunity to speak.

Do you have any questions?



Russ Stinas.

Mr. Mayor and Councillors of Wilmot Township:

I am addressing you today as the owner of Country Paws Kennel  
1881 Carmel Koch Rd. St. Agatha.

I am approaching this council today to ask that all restrictions attached to my kennel be removed.

I have been the sole owner of Country Paws Kennel in St. Agatha since 1996. On July 21, 2003, as stated in the Township of Wilmot Report CL 2003 – 24, Recommendation 5, Country Paws Kennel was

to adhere to the amended schedule of letting the dogs outside as per the following:

Monday to Friday	8 a.m. to 9 a.m.	12 noon to 1p.m.	4 p.m. to 5 p.m.
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Saturday and Sunday	8:30 to 10 a.m.	4:30 to 5:30 p.m.
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These conditions were then modified September 29<sup>th</sup> 2008, to

Monday to Friday	8 a.m. to 10 a.m.	12 noon to 1p.m.	3 p.m. to 5 p.m.
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Saturday, Sunday and Holiday Mondays	9 a.m. to 10:30 a.m.	4p.m. to 5 p.m.
--------------------------------------	----------------------	-----------------

For the past 18 years I have been running a business regularly used by township residents. Since my kennel opened, I have never received a fine or warning of any kind for Noise.

When the restrictions were originally applied in 2003 several interesting aspects were stated in the report to council.

- 1) Staff contacted the humane society and other municipalities including outside the Region of Waterloo relative to conditions and restrictions being placed on dogs being allowed outside. The information provided from all the municipalities who responded indicated they have no restrictions regarding when and how often dogs are allowed outside. The

municipalities contacted are City of Ottawa, City of Innisfil, City of Barrie, Township of Woolwich, Township of Wellesley, Town of Hawkesbury and the Township of Cramahe. Responses indicate that there are no noise attenuation requirements.

- 2) The Humane Society indicates that the dogs are outside once in the morning to allow for cleaning and disinfecting of the runs and then in the afternoon the doors to the runs are opened to allow the dogs unrestricted outside access. Further Humane Society staff commented that any requirement that dogs be kept inside could possibly be considered a contravention of humane practices.

- 3) At the time inspections were conducted to check for noise. Example an inspector sat by the complainant's residence and no barking could be heard.

Two inspections listed in the report were conducted on June 28 and July 12.

On August 9<sup>th</sup> 2010, I again attended a council meeting to speak about the relocation of Mr. and Mrs. Straus to their present home.

"Glenda Rutherford 1881 Carmel Koch Road

Ms. G. Rutherford stated for Council her concerns that the proximity of the new house may cause the owner to complain against her dog kennel due to noise. She wanted her concerns noted on record.

Mayor W. Roth added that the parameters of the situation have changed and if complaints regarding noise are received the owner's chosen relocation will be taken into account."



In Closing, Wilmot Township has an 11 page bylaw which all kennels operators must follow. I don't believe I need any extra restrictions as the bylaw is very complete. I am the only kennel operator in Wilmot with such restrictions. I don't believe there was any legitimate reason my kennel had conditions applied in 2003 and 2008, as to this date, I have never received a fine or warning for noise. To remove these restrictions is right and fair. All kennel operators, like any business, should be treated as equals. This allows for proper business conduct. But most important of all, it is in the best interest of the animals in my care. I cannot properly care for dogs that can only go outside at a very specific hour and consequently for a very limited amount of time. Specifically, 2 ½ hours per a 24 hour period on a Saturday and Sunday and 5 hours a day during the normal work week.

I do not plan on being unreasonable as I do live on this property.  
I would like the kennel to operate;

Monday to Friday 7:30 a.m. and closing at 6 p.m.

Saturday, Sunday and Holiday Mondays 9 a.m. and closing at 6 p.m.

Hoping to have above conditions removed.

Thank you for your consideration.

*Glenda Rutherford July 21/14*

Glenda Rutherford  
Country Paws Kennel  
St. Agatha

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

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

The Planner/EDO highlighted the report.

Mayor W. Roth asked if there were questions of a technical nature from Council.

Mayor W. Roth asked if the applicant wished to address Council.

Mayor W. Roth asked if anyone wished to address Council.

 **Glenda Rutherford, 1881 Carmel Koch Road** 

Ms. G. Rutherford stated for Council her concerns that the proximity of the new house may cause the owner to complain against her dog kennel due to noise. She wanted her concerns noted on record.

Mayor W. Roth added that the parameters of the situation have changed and if complaints regarding noise are received the owner's chosen relocation will be taken into account.

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

**7.3      REPORT NO. PB 2010-17  
Zone Change Application 09/10  
Ken and Ruth VanderVoet  
Part of Lot 10, Concession North of Snyder's Road  
1276 Snyder's Road East**

**Resolution No. 2010-184**

**Moved by: L. Armstrong**

**Seconded by: E. Fung**

**That zone change application 09/10 made by Ken and Ruth VanderVoet affecting Part of Lot 10, Concession North of Snyder's Road, to pass a temporary use by-law to permit a second dwelling for a period of two years be approved.**

**CARRIED.**

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



**TOWNSHIP OF WILMOT  
SPECIAL COUNCIL MEETING MINUTES  
MONDAY, AUGUST 11, 2014**

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

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

**Regrets: Councillor A. Junker**

**Staff Present: Chief Administrative Officer G. Whittington, Director of Clerk's Services  
B. McLeod, Deputy Clerk D. Mittelholtz, Director of Facilities and Recreation  
Services S. Nancekivell, Director of Development Services H. O'Krafka, Fire Chief  
M. Raine, Director of Finance R. Tse**

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

**Resolution No. 2014-154**

**Moved by: J. Gerber**

**Seconded by: M. Murray**

**THAT a Closed Meeting of Council be held on Monday, August 11, 2014 at 6:00 p.m. in accordance with Section 239 (3.1) of the Municipal Act, 2001, for the purposes of:**

- 3.1 1. Education or training of Council members.**

**CARRIED.**

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

**Resolution No. 2014-155**

**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. PUBLIC MEETINGS**

### **6.1 Development Charges Study**

#### **6.1.1 REPORT NO. FIN 2014-23 Development Charges Background Study and By-law Presentation – Dan Wilson, Director, Watson & Associates Economists Ltd.**

#### **Resolution No. 2014-156**

**Moved by: B. Fisher**

**Seconded by: P. Roe**

**THAT Report FIN 2014-23 regarding the Development Charges Background Study be received for information purposes.**

Tonight, Council is holding a public meeting under Section 12 of the Development Charges Act, 1997. The purpose of the meeting is to give the public an opportunity to ask questions, provide comments, and make representations on the 2014 Development Charge Background Study. This study calculates new development charges for transportation services, fire protection, parks & recreation, library, administration, water and wastewater services.

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

Prior to receiving the public comments, we will ask our consultant, Dan Wilson of Watson & Associates Economists Ltd. to do a brief presentation of the findings of the study.

The Director of Finance highlighted the report and introduced Dan Wilson.

Mr. Wilson highlighted the study including the information on the Development Charges process as a whole and the methodology behind the study. His summary included:

- Growth projections
- Service need projections
- Capital need projections
- Summarization of the calculated Development Charges being proposed
- Summarization of the Development Charges By-law policies being proposed

He concluded his presentation with the next steps in the process and asked if there were any questions.

Mayor L. Armstrong advised that having heard all of the comments, this public meeting is now closed. Council urges the public to submit their comments in writing by August 18, 2014. Council's consideration of the development charge by-law is scheduled to occur on August 25, 2014.

The CAO advised Councillor J. Gerber that the artificial turf project noted in the study had been included in the previous Development Charges Study five years ago. The Director of Finance further clarified that any project that had been identified in the Ten Year Capital Forecast would not be highlighted as a new project in the report.

Mayor L. Armstrong concurred with Councillor J. Gerber that discussions concerning the timing of specific planned projects would be best suited to occur during the annual budget process and that the Ten Year Capital Forecast is a living document subject to change.

The CAO noted that the Facilities Needs Study would be an ideal opportunity for discussion of those capital projects as it will be used when formulating future budgets.

The Director of Facilities and Recreation Services clarified for Councillor J. Gerber that estimates for the third ice pad project came from the consultant used for the Wilmot Recreation Complex and that the location recommendation for the project will be part of the Facilities Needs Study.

The CAO further clarified that the calculations are based on renovations to the New Hamburg Arena as the third ice pad. He stated that this option was used given that this facility is already owned by the Township. If a higher cost option is chosen at a later date then the Development Charges By-law would be amended through an addendum. He concluded by reiterating that the Development Charges calculations must be justified and other options for a third ice pad had several variables which could not be confirmed at this time.

## **7. BUSINESS ARISING FROM CLOSED SESSION**

## **8. CONFIRMATORY BY-LAW**

### **8.1 By-law No. 2014-32**

#### **Resolution No. 2014-157**

**Moved by: M. Murray**

**Seconded by: J. Gerber**

**THAT By-law No. 2014-32 to Confirm the Proceedings of Council at its Meeting held on August 11, 2014 be introduced, read a first, second, and third time and finally passed in Open Council.**

**CARRIED.**

## **9. ADJOURNMENT (7:35 P.M.)**

#### **Resolution No. 2014-158**

**Moved by: M. Murray**

**Seconded by: P. Roe**

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

**CARRIED.**

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**Mayor**

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**Clerk**



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

**REPORT NO.** DS 2014-19

**TO:** Council

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

**DATE:** August 25, 2014

**SUBJECT:** Zone Change Application 05/14  
Dennis Kropf / Steelgate Farms Inc.  
Part of Lot 3, Concession 3, Block A  
1092 Bridge Street

### **Recommendation:**

**That Zone Change Application 05/14 made by Dennis Kropf / Steelgate Farms Inc., affecting Part of Lot 3, Concession 3, Block A not be approved.**

### **Background:**

Notice of the Public Meeting was given to property owners within 120 metres of the subject lands on July 22, 2014. The following is a summary of comments received prior to the Public Meeting.

Public: none

#### Agencies:

*GRCA:* no objections

*WRDSB:* no comments

*Region of Waterloo:* not supportive of approval

### **Discussion:**

The subject lands are designated Agricultural Resource Area in the Township Official Plan, and are zoned Zone 1 (Agricultural) with site specific regulations permitting one employee in conjunction with a farm-related occupation.

Section 7.1.3 of By-law 83-38, as amended, permits a farm-related occupation as an ancillary use to a farm. The zoning was amended in 1990 to permit one employee in conjunction with a farm-related occupation. Council approved the zoning amendment and defined a recycling depot as "a building or part thereof used for the collection, grading and sorting of materials or

agricultural products, but non including the production, compounding, processing, packaging or assembly of raw, semi-processed or fully processed goods, materials or agricultural products". Subsequently a farm related certificate of occupation was issued for the "separation of scrap material".

In October of 2013, the Township received a request to sign a Certificate of Zoning Approval for a Salvage Yard or Salvage Shop Licence for Dundee Copper Inc. In November of 2013, the Township received correspondence from the business operators describing the operations of Dundee Recycling and Dundee Copper. The description of Dundee Recycling did not reflect the description of the operation given at the time of the zoning approval. The operation was not identified as being secondary to the primary use of the property for farming, farm machinery was not listed among the materials brought to the property, and the information provided indicated that the operation included 11 individuals, 3 of which live on the property and 8 of which would be considered employees. Dundee Copper was described as a distinct and separate business operated by an occupant of the property along with one employee involving separation of copper wire and receiving e-waste.

Township staff were not able to sign the Certificate of Zoning of Approval for the Salvage Yard or Salvage Shop License given the operations as described were not in compliance with the zoning of the property. As a result, the Region of Waterloo was unable to grant the requested license and also indicated that they would be unable to renew the existing license if the zoning infractions were not rectified.

In January of 2014, the applicant was sent a letter by the Township further explaining the zoning status of the property and outlining three options to address the zoning infractions as follows: legalize the existing operations, revert to the original approval, or relocate the business to an industrially zoned property. A copy of this letter is attached for additional background information).

The letter explained that legalization of the operation would require, at minimum, an amendment to the Regional Official Policies Plan (ROPP), Township of Wilmot Official Plan, and Township of Wilmot Zoning By-law as the current operations are not considered a secondary use, agriculture-related use, or farm related non-residential use. The letter suggested there would be little to no potential for support by the Region of Waterloo of a Regional Plan Amendment.

The second option outlined that Dundee Recycling could operate on the property without the necessity to modify the zoning if it were to revert back to the operations approved in 1991. This would include at minimum:

- Demonstrating how the business would be secondary to farming;
- Documenting the materials received on site and justify that the primary purpose of the business is to serve the agricultural community;
- Demonstrating that all aspects of the operations would occur within an enclosed building
- Not accepting e-waste to the property; and,
- Demonstrating that the owner of the business and all individuals working on the property live on the property excepting one employee.

The third option discussed was to relocate the business to an industrially zoned property where the existing operations would be permitted.



In March of 2014, a pre-consultation meeting was held with the applicants, the Region of Waterloo, and Township staff. The conclusion of that meeting was that in order to legalize present operations on the property the applicant would need to file three applications to amend the ROPP, Township of Wilmot Official Plan, and Township of Wilmot Zoning By-law.

In May of 2014 this zone change application was filed, proposing to legalize the existing non-conforming use of the property by removing the limit on the number of permitted employees and to allow, independent of a farm operation, a recycling operation for the collection, grading and sorting of materials both indoors and outdoors on the property.

The Township Official Plan and ROPP support farm-related non-residential uses, on-farm business activities and agriculturally related uses. Policy 5.1.2.2 of the ROPP establishes criteria where on-farm business may be considered including, among others, that activities remain secondary to farm operations and will not be detrimental to the environment. Policy 3.5.1 of the Township Official Plan further emphasizes that on-farm businesses are minor activities relative to the farming operation to provide for supplementary farm income such that the farm remains valued for its agricultural capability

As suggested in earlier correspondence and meetings with the applicant, the Region's comments on this application indicate that based on the applicant's description of the business operations on the subject property, the proposed use does not meet the criteria of an on-farm business, an agricultural related use or a farm-related non-residential use. Similarly, the existing operations proposed to be legalized do not comply with the comparable policies of the Township Official Plan. Further consideration of this application would need to occur concurrently with submission of applications to amend the ROP and Township Official Plan.

**Strategic Plan Conformity:**

Holding public meetings to gain input on planning matters promotes an engaged community.

**Financial Considerations:**

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

**Conclusion:**

The operations of Dundee Recycling and Dundee Copper do not comply with the policies of the Regional Official Policies Plan or Township Official Plan. The uses are not considered to be that of an on-farm business, an agricultural related use, a farm-related non-residential use, or an on-farm business activity. In this regard, Township staff recommend that the zone change application not be approved.



Andrew Martin, MCIP RPP  
Planner/EDO



Reviewed by CAO







# The Corporation of the Township of Wilmot

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

Development Services Department  
t. 519.634.8444  
f. 519.634.5044

Andrew Martin  
andrew.martin@wilmot.ca

Sent by email and regular mail  
January 8, 2014

Dennis and Maureen Kropf  
1092 Bridge Street  
New Dundee, ON N0B 2E0

Dear Mr. and Mrs. Kropf:

**RE: Dundee Recycling and Dundee Copper  
Zoning Compliance**

Thank you for taking the time to provide details with respect to the operations at 1092 Bridge Street. This letter explains the existing zoning regulations applicable to the property and provides an outline of the process required to bring the operations into conformity with the zoning by-law.

The following is restated from a letter faxed to you from the Township of Wilmot on December 21, 2006

*The present zoning of the property is Zone 1 (Agricultural). Section 7.1.3 of By-law 83-38, as amended, permits a farm-related occupation as an ancillary use to a farm. The zoning was amended in 1990 to permit one employee in conjunction with a farm-related occupation. Council approved the zoning amendment and defined a recycling depot as "a building or part thereof used for the collection, grading and sorting of materials or agricultural products, but non including the production, compounding, processing, packaging or assembly of raw, semi-processed or fully processed goods, materials or agricultural products". Subsequently a farm related certificate of occupation was issued for the "separation of scrap material".*

*Dundee Recycling therefore is permitted to operate a recycling depot for the separation of scrap material **within an enclosed building. Outdoor storage of materials is not permitted.** Staffing of the business may include individuals who reside on the property in addition to one employee. An automobile wrecking yard including the sale of new or used vehicle parts is not a permitted use on the property.*

As you are aware, Zone Change Application 8/89 was applied for on April 6, 1989. The application originally requested the approval of recycling depot on the property. Comments of the Region of Waterloo indicated the use would not comply with the Region of Waterloo Official Plan. The application was then revised to request approval of 1 employee in conjunction with a farm related occupation. The revised request was considered for approval on March 26, 1990. The Region of Waterloo was not opposed to the revised application to allow 1 employee provided the Township was satisfied that the use fell within the definition of a farm related occupation.

The Planning Report prepared in support of the application outlines that the proposed farm related recycling depot would be **within a fully enclosed building and that no outdoor storage would be involved.** The report further highlights the types of materials that would be stored, stored, and sold and/or recycled off site outlining that a significant portion of the business is agriculturally related. Council ultimately approved the application and defined a recycling depot within their resolution. By limiting the

use to a farm related occupation to occur within a building with 1 employee, the intent was to ensure the use remained small scale and secondary to agricultural use of the property.

On May 14, 1991, a Certificate of Occupancy for a Farm Related Occupation was issued for the Separation of Scrap Material. The regulations contained within the Township's Zoning By-law 83-38 at that time for a farm related occupation are unchanged from the current regulations and are as follows:

**6.21 Regulations for Farm-Related Occupations**

*In any zone where a farm-related occupation is a permitted use, such occupation shall be established only in conformity with the following:*

- 6.21.1 *All building, structures, storage, parking and loading areas used in connection with a farm-related occupation shall not occupy a lot area 0.2 hectares.*
- 6.21.2 *The farm occupation shall be for the exclusive use of the occupant of the farm to which it is an ancillary use, and there shall be no employees operating in or from the premises at any time. [This section was amended site specifically in 1990 to allow for 1 employee]*
- 6.21.3 *No farm-related occupation shall be permitted until a Certificate of Occupancy has been issued by the Township. No change in use shall be made without the issuance of a new Certificate of Occupancy.*
- 6.21.4 *Any building or structure erected or used in connection with a farm-related occupation shall be located to the rear of the building line or lines established by this By-law and in no case closer to the road than the wall of the existing building closest to the road.*
- 6.21.5 *Specific uses permitted as a farm-related occupation, shall include those manufacturing, fabricating, assembly, storage or repair enterprises, and/or those retail, wholesale or service enterprises which conform to the definition of a "Farm-Related Occupation" contained in this By-law, except that the following uses are specifically prohibited:*
  - (a) *a use designated as an offensive trade, business or manufacture by The Public Health Act, R.S.O. 1980 and amendments thereto;*
  - (b) *a use which is or may become obnoxious, offensive or dangerous by reasons of the presence, emissions or production in any manner or odour, dust, smoke, noise, fumes, vibration, refuse matter or water carried wastes;*
  - (c) *a use which would require for its operation a standard of services (particularly water supply and waste disposal) which the municipality is unable or unwilling to provide;*
  - (d) *the recycling of animal products or a rendering plant;*
  - (e) *the recycling or refining of petroleum products;*
  - (f) *a junk, scrap, salvage or wrecking yard.*

[In 1990, Council clarified that, if a recycling depot was located entirely within an enclosed building it would not be considered a junk, scrap, salvage or wrecking yard. Council added the following definition of a recycling depot: "a building or part thereof used for the collection, grading and sorting of materials or agricultural products, but non including the production, compounding, processing, packaging or assembly of raw, semi-processed or fully processed goods, materials or agricultural product"].

A Farm Related Occupation is defined in the Township's Zoning By-law 83-28 as "a trade, occupation or service which is oriented primarily toward the needs of the agricultural community and which is located on a parcel of land having an area of not less than 35 hectares as a use clearly secondary to the main use of farming".

The Certificate of Occupancy clearly states that the certificate is for the specified use only (separation of scrap material) and that any change in use would require a prior approval of a new certificate.

In October of 2013, the Township received a request to sign a Certificate of Zoning Approval for Salvage Yard or Salvage Shop Licence for Dundee Copper Inc. The operator of this business was identified as Michael Kropf. Township staff informed Michael that the Township would be unable to sign the certificate to indicate the use complied with the zoning. Further discussions occurred with Michael, Dennis and Maureen explaining that the scale of the business on the site appears to have grown beyond the initial approval. Staff indicated that if the Township was provided a detailed description of what was currently occurring and what was the future plans for the property were, that a detailed response could be provided on the options and potential to legalize the operation in its existing and potential future form.

On November 8, 9, and 21 2013 I received emails describing the operations of Dundee Recycling and Dundee Copper. The description of Dundee Recycling provided does not reflect the description of the operation given at the time of the zoning approval. There is no mention of the operation being secondary to the primary use of the property for farming, farm machinery is not listed among the materials brought to the property, and the operation includes 11 individuals, 3 of which live on the property and 8 of which would be considered employees (anyone not living on the property whether family or not is considered an employee). It is also my understanding from speaking with Dennis, owner and president of the company, that he does not live at the property.

Your email indicates that Dundee Copper is a distinct and separate business operated by Michael Kropf (who lives on the property) and one employee. The use involves separating copper wire and receiving e-waste.

The following is aerial imagery showing the progression of the operations at 1092 Bridge Street from 1995 to 2012.

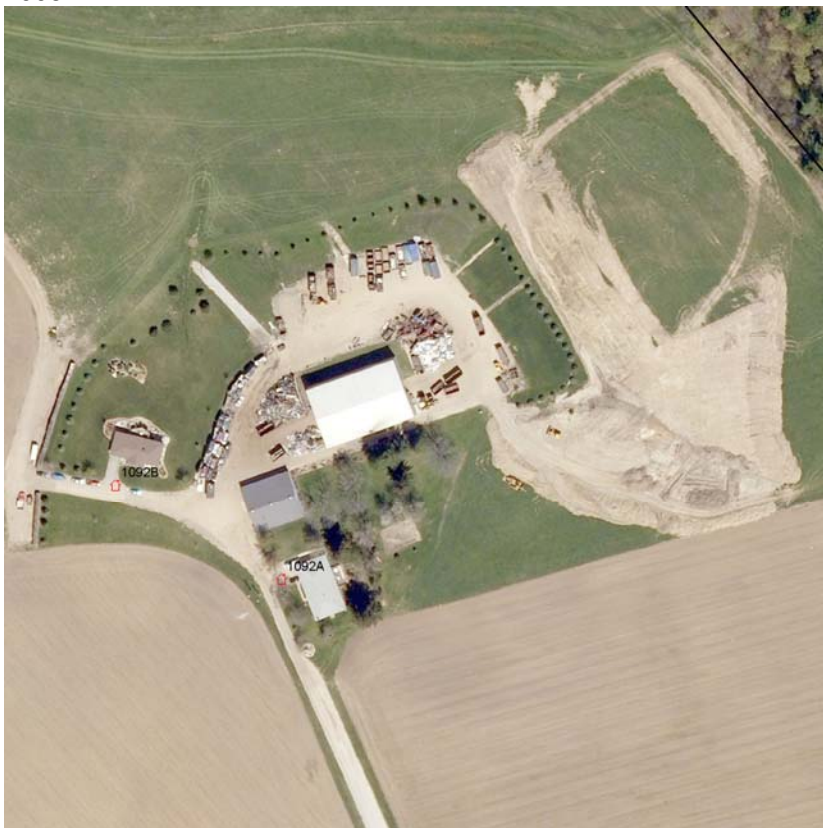
1995



2000



2006

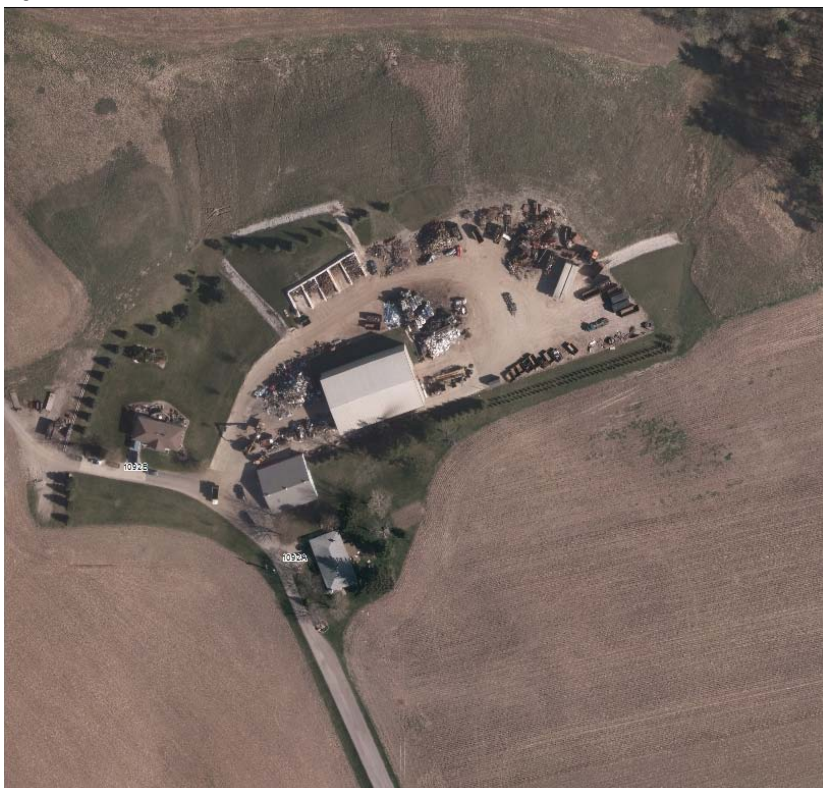




2010



2012



The operations of Dundee Recycling and recently Dundee Copper have clearly grown beyond the original approval of the separation of scrap metal within an enclosed building as part of a farm related occupation. Uses described for the property and as illustrated in the aerial imagery do not comply with the Township Zoning By-law as they fall well beyond the intent of a farm related occupation and, through the introduction of outdoor sorting and storage, no longer comply with the definition of a recycling depot.

At this time you have three options to address the zoning infraction, legalize the existing operations, revert to the original approval, or relocate the business to an industrially zoned property.

Legalization of the operation would require, at minimum, an amendment to the Region of Waterloo Official Plan, Township of Wilmot Official Plan, and Township of Wilmot Zoning By-law as the current operations are not considered a secondary use, agriculture-related use, or farm related non-residential use. The current cost of a Regional Plan amendment is \$11,000. A subsequent application to amend the Township Official Plan would be \$3000 plus an additional fee to the Region of Waterloo of \$5000 for approval. Based on past proposals to establish and/or legalize non agriculturally related operations within a Prime Agricultural area, the expectation is that there would be little to no potential for support of a Regional Plan Amendment.

As I stated in my original email, Dundee Recycling could operate on the property without the necessity to modify the zoning if it were to revert back to the operations approved in 1991. This would include at minimum:

- Demonstrate how the business would be secondary to farming
- Document the materials received on site and justify that the primary purpose of the business is to serve the agricultural community
- Demonstrate that all aspects of the operations would occur within an enclosed building
- Not accept e-waste to the property
- Demonstrate that the owner of the business and all individuals working on the property live on the property excepting one employee

The remaining option would be to relocate the business to an industrially zoned property where the existing operations would be permitted. Township staff would be willing to work with you to facilitate this relocation by providing a list of properties that would be properly zoned.

In an effort to allow time to examine your options, you are requested to proceed in one of the directions outlined above and bring your property into conformity with the Township Zoning By-law on or before June 30, 2014.

If you have questions regarding policies of the Region of Waterloo please contact Jane Gurney at the Region of Waterloo: 519.575.4500 x 3454. If you have any other questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'AM', with a stylized flourish at the end.

Andrew Martin, MCIP RPP  
Planner/EDO

cc: Les Armstrong, Mayor



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

**REPORT NO.**            **CAO 2014-03**

**TO:**                      **Council**

**PREPARED BY:**      **Grant Whittington, CAO**

**DATE:**                 **August 25, 2014**

**SUBJECT:**            **Waterloo Regional Economic Development Strategy (WREDS)  
Update Report**

### **Recommendation:**

**THAT Wilmot Township approve in principle the Waterloo Region Economic Development Strategy (WRDES) and the creation of the Waterloo Region Economic Development Corporation (WREDC) as described in Report CAO 2014-03; and**

**Further that staff be directed to continue to work in partnership with the Region of Waterloo and the other Area Municipalities to develop associated implementation and transition plans with a target WREDC commencement date of January 2016, subject to Council approval of the future implementation and transition process.**

### **Background:**

Wilmot Township along with the Region and the other Area Municipalities jointly commissioned a study in 2012 to look at economic development issues in Waterloo Region.

Malone Given Parsons Ltd. (MGP) was retained and completed the study "Waterloo Region Economic Development Study: Assessment of Economic Development Services and Provision of Employment Lands" in April 2013. The results of this study were presented at an All Council meeting on May 2, 2013 and the recommendations formally approved by each of the Area Municipal Councils and Regional Council.

The joint Economic Development Study recognized the need for a new approach for the delivery of economic development services throughout the region. The action items identified as part of this process and endorsed by Regional and Area Municipal Councils included:

- The creation of a Waterloo Region Economic Development Strategy;
- The evaluation of options for a new Waterloo Region Economic Development



- Corporation;
- The creation of a new Region of Waterloo Office of Economic Development;
- A request to amend the Municipal Act, 2001 to allow for regional participation in employment land development;
- Completion of the Master Environmental Servicing Plan (MESP) and Community Plan related to the East Side Lands; and
- The investigation of a Special Purpose Corporation to develop strategic employment lands in Waterloo Region.

This report provides an update on the progress and implementation to date of the action items identified. Further it outlines the next steps that are anticipated to be completed throughout the remainder of 2014.

### **Creation of a Waterloo Region Economic Development Strategy**

In December 2013, Malone Given Parsons Ltd (MGP) was retained to provide services for the preparation of the region-wide Economic Development Strategy in partnership with the Region and the other Area Municipalities. The preparation of this strategy was one of the primary recommendations resulting from the earlier 2013 Study and represented the first time a region-wide Economic Development Strategy has been developed.

The creation of the Waterloo Region Economic Development Strategy (WREDS) has been overseen by a Steering Committee consisting of the CAOs of the Region and Area Municipalities, as well as the CEO of Canada's Technology Triangle Inc. In addition to the Steering Committee, an Advisory Committee of highly experienced and knowledgeable industry and community leaders was selected to provide advice and guidance throughout the process. The membership of the Advisory Committee is listed in Attachment #1.

Building on the collaborative nature of the community, it was important that this process be as open and inclusive as possible. As a result, the development of the strategy has also included regular touch-points with the CTT Inc. Board of Directors, the municipal Economic Development Officers and other practitioners, as well as updates at several All Council meetings. A series of industry stakeholders sessions, a project website, as well as an Open House held May 15, 2014, also ensured that there were many opportunities for extensive community and partner involvement.

The WREDS has been organized by four main phases:

- Phase One: Foundations, Facts & Analysis;
- Phase Two: Strategic Directions -Vision, Goals & Objectives;
- Phase Three: Action Plans & Implementation; and
- Phase Four: Strategy Document Completion.

At the June 19, 2014 All Council Meeting, the Regional CAOs, along with MGP, presented an overview of the Waterloo Region Economic Development Strategy. This included an overview of the strategy development process, the proposed strategic directions (vision, objectives and goals) and a series of preliminary action items that were identified as part of the extensive consultation process. For more information on the draft WREDS strategic directions, please see Attachment #2.

Staff are now requesting that Township Council endorse the directions in principle outlined in the draft WREDS strategic directions with the understanding that a final document and detailed implementation plan will be developed, in consultation with the region and the other Area Municipalities, for future consideration.

### **Discussion:**

#### **Waterloo Region Economic Development Corporation**

The Steering Committee and other partner organizations, have evaluated several options related to the creation of a new economic development entity. Based on this review, staff recommends the creation of an independent or arms-length not-for-profit regional economic development corporation.

With the Region and Area Municipalities anticipated to be the primary funders of the new Waterloo Region Economic Development Corporation (WREDC), a relevant and sustainable governance model would be critical to its overall success and effectiveness. It is recommended that the WREDC be led by a Board of Directors which would be responsible for the oversight of the new organization, as well as ensuring best-practices in terms of governance. The Board of Directors would be a "skills-based board" of approximately 9-12 members, with a strong private sector focus. Individuals would be selected in such a way as to ensure that the Board included people with:

- An appropriate range and mix of skills (high priority);
- Experience in a cross-section of various sectors of the regional economy; and
- Knowledge of a variety of geographic areas/municipalities within the Region.

The Board of Directors would be selected by a "Selection Committee" including Regional Chair, 3 City Mayors, 1 Township Mayor, 3 private sector members (from Advisory Committee).

The new WREDC would be responsible for several key roles and responsibilities. This includes:

- Management of the regional economic development strategic plan and coordination with other stakeholders;
- Investment attraction to the Waterloo Region;
- Liaison with Provincial and Federal government efforts to attract industry and grow key sectors of the economy;
- Marketing and promotion of the region;
- Key sector development activities;
- Talent development and people attraction (working with partners);
- Data and research to support regional economic development activities;
- Coordination and collaboration of Area Municipal efforts in retaining and supporting the expansion of "regional scale" businesses; and
- Annual reporting to the Regional and Area Municipal Councils.

These roles would augment and complement the work of the other key partners in the regional economic development framework, including those of the Area Municipalities and other key public facing organizations. The proposed Structure, Governance and Roles and Responsibilities of this new organization have been outlined in further detail in Attachment 3.

This includes additional information on the proposed approach to selecting the Board of Directors and ensuring the horizontal and vertical integration of the new entity within the current and/or revised economic development framework.

The establishment of a new organization is a significant change with the need to plan for, and facilitate, a smooth transition to the new framework. As a result, CTT Inc. will continue to operate throughout the planning and set-up phase of the new WREDC (2014-2015). Further, there is an opportunity to merge key assets with the new WREDC, building on the strength and expertise that already exists and to maintain momentum. The new WREDC will be fully functional January 1, 2016. The Wilmot Township CAO is on the CTT Board Executive Committee and Finance and Audit Committee to assist in this transition.

Given the relationship of the new Economic Development Corporation within the evolving economic development service delivery framework in Waterloo Region, it will be important to ensure that the mandate and roles and responsibilities of this new entity are strategically aligned with the proposed action items identified as part of the WREDS process. In light of this, staff are recommending that Council endorse in principle the new foundation framework proposed, subject to further refinement of the implementation plan with the Area Municipalities. It is anticipated that this work would occur concurrently, and be coordinated with, the implementation work plan related to the WREDS.

### **Local Municipal - Economic Development**

The development of the WREDS and ultimately, the WREDC, recognizes the importance of a defined role for the Area Municipalities in the area of economic development. The Township will continue to provide the following services to implement the overall strategy of the WREDS and to augment and support the functioning of the WREDC going forward:

- Community promotion;
- Land and real estate development;
- Point of contact for business into Area Municipal government (zoning, etc.);  
Business retention and expansion activities;
- Investment attraction and collaboration with WREDC;
- Ensure area municipal government activities are aligned with the Regional Economic Development Strategy;
- Establish protocol for dealing with investor prospects within the Area Municipal organization, and
- Preparation of a Township Economic Development Strategy

### **Region of Waterloo – Office of Economic Development**

In June 2013, Regional Council endorsed the establishment of a Regional Office of Economic Development. In early 2014, the first step in the creation of this new office was completed with the recruitment of a new Manager of Economic Development (2 year contract – Ron Gaudet). The role of the Region of Waterloo economic development office will include:

- Coordinating the development of a region-wide Economic Development Strategy in partnership with the Area Municipalities, CTT Inc. and other economic development stakeholders (in progress – as described above);

- Coordinating the review of options and implementation plan for a new Waterloo Region Economic Development Corporation (completed);
- Updating the mid-year 2013 inventory of employment lands (completed);
- Producing an enhanced regional inventory of economic data, analysis and key metrics (in progress);
- Evaluating the implications of a special purpose corporation to develop strategic employment lands in Waterloo Region (initiated).

### **Regional Participation in Employment Land Development**

The Municipal Act, 2001, as amended, determines the role and responsibilities that shape the local governance framework, including the “spheres of jurisdiction” associated with each the Regional and Area Municipal level. In December 2013 Regional Council endorsed a recommendation that the Province of Ontario be requested to amend the Municipal Act, 2001, so as to allow for Regional participation in the development of employment lands. In early 2014, Wilmot Township, along with each of the other Area Municipalities, endorsed similar resolutions.

As a result of the collective support for this proposed amendment, a letter was sent by the Region on March 6, 2014 to the Minister of Municipal Affairs and Housing and the Minister of Finance to this effect. The letter requested that the Table in Section 11 of the Municipal Act, 2001, as amended, be revised to add the Regional Municipality of Waterloo to the list of Upper-tier Municipality(ies) assigned “non-exclusive” legislative authority to participate in the assigned sphere of “Acquisition, development, and disposal of sites for industrial, commercial and institutional uses”. This letter was signed by the Regional Chair and included all eight Council resolutions for their consideration.

Senior Provincial staff have indicated their willingness to consider bringing forward the necessary amendments to the Municipal Act at an appropriate time over the next year.

### **Special Purpose Corporation**

As part of the original 2013 MGP Study, it was also recommended that the creation of a Special Purpose Corporation (SPC) be considered for the purchase, holding and sale of strategic employment lands in Waterloo Region. Staff will continue to evaluate the advantages and disadvantages of such a model in the context of the evolving regional economic development framework (including the implementation of a new WREDS and WREDC).

### **Consultation/Coordination**

The ongoing collaboration related to economic development within Waterloo Region continues in partnership with the Region, the Area Municipalities and Canada’s Technology Triangle Inc. The preparation of the Economic Development Strategy as well as the development of the recommendations related to the new regional economic development corporation has been done in consultation with these partners. Further, all recommendations resulting from the work will be forwarded to all Municipal Councils for consideration.

**Strategic Plan Conformity:**

This report implements the following goals from the Strategic Plan:

- We are an engaged community through strengthening customer service and communicating municipal matters;
- We have a prosperous economy through the future development of our industrial employment lands.

**Financial Considerations:**

The study is within budget.

**Conclusion:**

In 2012, Wilmot Township, in partnership with the Region of Waterloo and the other Area Municipalities commenced a study entitled the “Waterloo Region Economic Development Study: Assessment of Economic Development Services and the Provision of Employment Lands” to examine both the municipal delivery of economic development services and issues around the adequate supply of employment lands. The results of this study were presented at an All Council meeting and were subsequently endorsed by each of the municipal councils throughout 2013.

The joint Economic Development Study (the Study) recognized the need for a new approach to the delivery of economic development services throughout the region. Several action items resulted from this study, including:

- The initiation of a Waterloo Region Economic Development Strategy;
- The evaluation of options for a new Waterloo Region Economic Development Corporation;
- The creation of a new Region of Waterloo Office of Economic Development;
- A request to amend the Municipal Act, 2001 to allow for regional participation in employment land development;
- The investigation of a Special Purpose Corporation to develop strategic employment lands in Waterloo Region.

The above report provides an update on the implementation of the each of these action items and the progress that has been made to date. Further, this report focusses on the status of the Waterloo Region Economic Development Strategy (WREDS) and the recommended framework for the new Waterloo Region Economic Development Corporation (WREDC) under consideration. This work has been undertaken using a coordinated and collaborative approach involving Wilmot Township, the Region, the other Area Municipalities, CTT and an extensive public/stakeholder consultation process. As a result, there is strong support for the foundational elements proposed with the understanding that more work is needed to develop appropriate implementation plans, including a well-designed transition strategy for this new economic development framework.

Staff are now requesting that Council endorse the recommendations outlined in this report as they pertain to the preliminary strategic directions identified by the WREDS as well as the new foundation framework proposed for the WREDC. This is a more detailed description of the same material that was presented at the All Council Meeting on June 19, 2014. (Similar reports during July to September are being presented to Regional Council and as well as the other Area Municipal Councils later in July and August) The Region, Cities of Kitchener, Waterloo and Cambridge Councils have now endorsed this report's recommendations. The remaining report dates are as follows: North Dumfries – August 18, Woolwich – September 2 and Wellesley – tbd.

  
Chief Administrative Officer

**Attachment 1-WREDS Advisory Committee Membership**

Bruce Gordon	Chairman	Manulife Canada, Manulife Bank, Manulife Trust
Carol Leaman	President & CEO	Axonify
Carol Simpson	Executive Director	Workforce Planning Board of Waterloo Wellington Dufferin
Craig Beattie	Partner	Perimeter Development Corporation
Ed Roberts	President	Conestoga-Rovers & Associates (CRA)
Gerry Remers	President & COO	Christie Digital Systems Canada, Inc.
Greg Durocher	President & CEO	Cambridge Chamber of Commerce
Ian McLean	President/CEO	Greater Kitchener Waterloo Chamber of Commerce
Iain Klugman	President & CEO	Communitech
Kevin Martin	President	Martin's Family Fruit Farm
Malcolm Matheson	President	Steed and Evans Limited
Mark Derro	Dean	Conestoga College
Mary D'Alton	President & Managing Director	Waterloo Inn and Conference Hotel
Michael Duschenes	Chief Operating	Perimeter Institute Officer
Michael Pley	Chief Executive	COM DEV International Ltd. Officer
Tim Jackson	Senior Advisor	MaRS Centre for Impact Investing

**Attachment 2 – Memo: Outline of the WREDS Strategic Directions**



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**MEMORANDUM**

TO: Waterloo Region Area Municipal Councils  
FROM: Lee Parsons (lparsons@mgp.ca)  
DATE: July 8, 2014  
SUBJECT: An outline of the Waterloo Region Economic Development Strategy (WREDS) – Strategic Directions

This memorandum provides an overview of the Strategic Directions that have been developed by Malone Given Parsons Ltd. (MGP), the Steering Committee, Advisory Committee, Canada's Technology Triangle Inc. (CTT), senior economic development staff from all eight municipalities, the many stakeholders who participated in the economic development workshops, and comments by the public.

It should be stressed that this Economic Development Strategy encompasses the entire geography of Waterloo Region. It is intended, in part, as a means of aligning the efforts of all eight municipalities to achieve the common purpose of ensuring the continued prosperity of the region.

**1. Introduction - a Strategy for Waterloo Region**

Strategy is about making the choices and carrying out the actions that are necessary to achieve a winning aspiration. Strategy is about coordinating and amplifying the actions of many to achieve a common vision that benefits all.

Waterloo Region, like all economic regions, is a complex ecosystem where shared geography, history and shared values results in an inevitable partnership and common cause, among all of the communities, people, and organizations. Unlike a corporate entity where growth, competitive advantage, risk mitigation and profit maximization are primary objectives, an economic region is far more complex. The geography encompasses many corporate, institutional and political entities each with their own visions and strategies, all of which defy simple attempts to create or form alignment of the means and ends of strategy. Political necessity helps to align strategic directions – but only to a point.

As politically distinct geographies grow and press on each other and compete for jobs, people and resources, difference and political rivalries can easily become fault lines in a regional context. However, as the economic region grows, the benefits of political alignment and coherence ultimately come to outweigh the legacy differentiation and history. Economic development strategy is where history and diversity are celebrated as long as it strengthens the overall ecosystem and as long as it helps to focus competitive energies against other geographies and external entities rather than be diverted to unproductive internecine



competition that weakens the whole region as well as individual parts.

Strategy therefore explicitly recognizes the essential imperative for cooperation, making common choices, and embarking on actions that will strengthen the economic region. Strategy articulates the collective value proposition to which all are committed.

Strategy is about shared priorities, collective choices, and the alignment of actions that are necessary to improve the economy and ensure a continually improving quality of life that celebrates uniqueness and diversity within a common cause.

Waterloo Region faces the opportunities and challenges of success. The region is well recognized for its history of hard work, collaboration, innovation, and entrepreneurship. This lens has focused the efforts of companies, educational institutions, local municipalities and the people of Waterloo Region. Waterloo Region is not at a crossroads or an inflection point that calls for a radical change. However, it faces competitive challenges that require a renewed consensus on its economic future and to ensure that Waterloo Region stays on the leading edge.

## **2. WREDS Process & Approach**

### **The Process**

The Region of Waterloo, together with the 7 Area Municipalities, engaged Malone Given Parsons Ltd. (MGP) to undertake the development of a new Regional Economic Development Strategy. The project follows a regional economic development study completed by MGP in April, 2013 and is being led by a Steering Committee comprised of the CAOs of the 8 Municipalities, and the CEO of CTT.

The Strategy has been structured as a four phase approach that is built around a comprehensive economic development and business community stakeholder engagement program, designed to be focused, efficient, effective and motivating:

1. Foundations, facts and analysis;
2. Strategic Directions – Vision, Goals and Objectives;
3. Actions;
4. Strategy Document and Approval.

The Strategy process is designed to address short to long term priorities, to address the need for measuring progress, and to identify partnerships and resources required for the Strategy's implementation. The resulting Strategy will serve as a cohesive strategic framework that is both inspirational and practical, it will become a document from which Area Municipalities and economic development partners can develop and update their individual economic development strategies where required.

### **A Consultative Approach**

The Consultant and Steering Committee recognized the wealth of knowledge, expertise and commitment to regional economic growth that exists among the business community and economic development partners across Waterloo Region. As such the approach to the development of the Strategy has and continues to have a strong emphasis on consultation. The result is a Strategy that mirrors the strengths, issues and aspirations that exist within the region. The Strategy is a document that has clear goals, objectives and actions that have been created by the many participants involved. It is this broad consultative approach that will be the

foundation to ensuring that there is buy-in to the Strategy.

A voluntary Advisory Committee was established, comprised of individuals who are knowledgeable regarding the local economy, to provide:

- Comments, interpretation and information on Strategic Directions & Actions to ensure that the Steering Committee and Consulting Team are considering all issues and that they are appropriate;
- An external perspective on opportunities for Waterloo Region within the global context; and,
- Strategic advice and guidance to the project team, Steering Committee and Regional and Area Municipal Councils via the Steering Committee.

The Advisory Committee have been consulted with and engaged throughout the process and have added significantly to the development of the Strategic Directions. More importantly, their involvement and support of the process and outcomes to-date are reassurance that the adopted approach has been successful in engaging the private sector. This will lead the way to a continued strengthening of collaboration between the private and public sectors in terms of economic development related activities.

The CTT Board has been actively involved and has made many salient contributions to the definition of the strategic directions, and has provided input on the importance of foreign direct investment. The CTT Board has also provided advice on emerging economic opportunities and strategic priorities.

A series of nine Stakeholder Workshops were facilitated in February 2014: to inform stakeholders of the process and objectives; to discuss the needs, barriers and areas of priority for each area of economic interest; to mobilize ideas; and to create a basis of support and consensus around the new Regional Economic Development Strategy.

A number of major themes emerged from that process:

- The challenges and importance of attracting and retaining talent in Waterloo Region;
- The need to support existing companies and Small and Medium Enterprises to grow and prosper;
- The importance of business attraction and Foreign Direct Investment;
- The desire and necessity to improve collaboration and coordination;
- The requirement for an organizational framework for regional economic development;
- Waterloo Region – A hub of innovation and entrepreneurship;
- The unique urban rural dynamic of the region;
- Confused branding/messaging;
- Excellent educational institutions, providing a pool of talented people;
- A strengthening arts, culture, and tourism sector that requires support;
- The importance of the urban domain; and
- The need to ensure that municipal policies are aligned with and supportive of economic development.

Regional and Municipal Councils, the CTT board, municipal staff and industry experts, and the public have also been engaged as part of an ongoing consultation process. Municipal economic

development officers and staff have played a significant role in reviewing and revising the proposed Actions in particular. A project website was created and an Open House session was held in May 2014 to provide the public with an opportunity to become aware of and engage in the process.

### 3. Context for WREDS

The Phase 1 Foundations Report provided research for a fact based exercise that defined the context for economic growth for Waterloo Region. The Foundations Report provided an overview of the salient economic conditions in Waterloo Region.

There are three main conclusions that were drawn from Phase 1 are:

**1. Waterloo Region is strong.**

The region has long had a successful economy that has grown and prospered by combining a strong educational and research system with the innovative, collaborative, and entrepreneurial ethic. This has stimulated strong and diverse companies in the information communication and technology sectors and in advanced manufacturing and financial services. Many companies and institutions have a global reach and perspective. These strong sectors are also consistent with an evident competitive advantage in the global value chain. These advantages are supported by a high quality of life and distinctive regional character.

**2. However, Waterloo Region's economic context is changing.** The regional GDP growth is expected to slow over the short term, and to be exceeded by other Canadian and Ontario cities. While Waterloo Region has enviable success, a strong economic base, and an attractive location, other areas within the Greater Golden Horseshoe and elsewhere are competing for the same growth sectors that are represented in Waterloo Region.

**3. But Waterloo Region can and must respond to the challenge.** All of the elements that make the region a powerful economic location are available to attract people, ideas, capital, jobs, and success. What is required is an assertive, focused, proactive deployment of these assets to meet the challenge and to ensure a sustainable, high performance region.

### The Case for a Regional Economic Development Strategy

1. "Change before you have to" – Jack Welch. Waterloo Region can't rest on its laurels – it needs to aggressively respond to new opportunities and threats.
2. Waterloo Region is strong in ICT and Advanced Manufacturing but other cities and regions within the GGH and elsewhere are targeting the same sectors. None of these locations have exactly the same strengths as Waterloo Region, but some have other strengths (e.g. Markham, Mississauga, Toronto)
3. The growth of the region, and expansion of available services, facilities, recreational, entertainment and cultural opportunities, is important in order to keep the talent pool in Waterloo Region and to attract new talent.
4. Economic Development as currently delivered in Waterloo Region is not as strategic or as focused as it should be.

5. Although the mantra is collaboration, and the folklore is barn-raising, the reality is that the layers of government make economic development activities challenging to manage, coordinate and deliver.
6. As the direct competitive influence of the GTA becomes more pronounced, Waterloo Region needs to be proactive, not reactive.

#### **4. WREDS – The Strategic Framework**

The Waterloo Region Economic Development Strategy will:

- Define a region-wide focus for economic development;
- Address short to long term priorities;
- Identify partners and resources required for the Strategy's implementation;
- Develop techniques for measuring progress; and
- Provide a strategic framework from which the Region, Area Municipalities and other partners can develop and update their individual strategies.

There are five components of the strategy:

- First a Vision Statement that best reflects the collective winning aspiration of Waterloo Region's eight municipalities, institutions, and private companies.
- Second, a set of Strategic Goals that provide direction to the Economic Development Strategy and which broadly define the essential priorities.
- Third, the Strategic Objectives that need to be achieved to move toward the strategic goals
- Fourth, a defined suite of key Actions that is required to achieve the Objectives and Strategic Goals.
- Finally, a road map for activating and implementing the WREDS.

#### **5. Strategic Directions -The Vision Statement**

The development of the Vision Statement, Strategic Goals and Objectives has been the result of an extensive and comprehensive consultative approach that included:

- 9 sectoral stakeholder workshops, with over 120 participants;
- Regular consultation with the newly establishment Advisory Committee;
- Input from the project Steering Committee;
- Consultation and input from the board of CTT;
- Two meetings of the joined Regional and Municipal Councils;
- 3 facilitated workshops with municipal staff and economic development practitioners;
- An Open House session;
- The development, maintenance and monitoring of a project website, which provided the opportunity for participation and feedback through a feedback form; and
- A number of meetings with private business owners.

#### ***The Vision Statement***

The purpose of a Vision Statement is to present a concise description of the motivating aspiration for Waterloo Region's economy. This vision not only describes a strategic direction, but also reflects the inherent strengths that differentiate Waterloo Region from other regional economies.

Over the course of consultation with many stakeholders in Waterloo Region, there were common themes that emerged in various contexts. These themes included:

- A tradition of collaborative efforts
- A tradition of innovation and entrepreneurship
- Diversity of philosophy, talent, civic tradition.

As a result of this process, the Vision Statement was defined and has received wide acceptance.

***“To be Locally Rooted, Internationally Competitive, and Globally Renowned”***

- ***Locally Rooted*** – to respect, celebrate, and grow from the region’s historical roots as an industrious, entrepreneurial, creative, collaborative, problem solving community.

The residents of Waterloo Region are rightfully proud of its tradition of collaboration, innovation, entrepreneurship, and resilience. Waterloo Region has a tradition of economic success that is based on these traditions. Its future is rooted in these long established values.

- ***Internationally Competitive*** – to build on and complement the strong economic sectors within Waterloo Region.

Waterloo Region is not only locally rooted, but also outward looking. Its companies and institutions play in an international field and are successful because their ideas, services and products compete successfully. Waterloo Region is mindful that it is essential to continually improve its competitive edge as a place to live and to locate business. Being innovative, entrepreneurial and internationally competitive brings global awareness of Waterloo Region. The global brand of Waterloo Region is being continually enhanced through the development of international relationships.

- ***Globally Renowned*** – to become a region with instant recognition, synonymous with excellence, a desired location with world-class attributes.

The vision statement reflects a positive and proactive aspiration to enhance Waterloo Region’s global reputation, to focus on and communicate its competitive advantage, to always remember that sustainable success begins at home and is rooted in the values and hard work that have always made the region internationally competitive and globally renowned.

**6. Strategic Directions -Goals and Objectives**

Four Strategic Goals have been identified that are the guiding principles to fulfilling the Vision for Waterloo Region. Each Goal is supported by a specific set of objectives.

**Goal 1: To be the premier location for innovation and entrepreneurship.**

Waterloo Region has a strong successful economy that has been built on a tradition of innovation and entrepreneurship. A number of sectors including the information, communication and technology sector, advanced manufacturing and financial services sectors have excelled as a result. The combination of new ideas and new technologies to form new products and

services has been a fundamental generator of economic success for Waterloo Region. The new strategy for expanding the economy must include a strong and continued commitment to being a high performance region which is on the cutting edge for creating and deploying new technologies. This strategic goal is realized by achieving the following objectives.

### **Goal 1: Objectives**

- 1.1 To continue to expand the universities and college role in innovation and entrepreneurship.
- 1.2 To strengthen the culture of innovation within existing businesses and organizations.
- 1.3 To attract new high quality, promising, innovative organizations and businesses.
- 1.4 To establish aggressive targets for expanding existing business, attracting new businesses, and start-ups.
- 1.5 To promote international recognition as a world class community.

### **Goal 2: To be the most competitive location for new and expanding companies and institutions.**

Waterloo Region needs to continually sharpen its competitive edge in order to be the most appealing region for attracting and retaining companies and institutions. It must continue to be a fertile ground for creative institutions and profitable enterprise. This means ensuring that the inputs that are essential for each type of organization are available at higher quality and at appropriate cost. This means land and locations are available, that a talented and dedicated labour force is available. This means proactive and effective decision making and a “can-do” philosophy within the local private and public sectors.

The set of criteria sought by different companies and institutions will be very different from one to the other. In order to become the most competitive location, the challenge for Waterloo Region is to identify these deciding factors and to outperform other regions on as many of them as possible as guided by the strategic goals.

Crucial to achieving this will be a new regional approach to business retention and attraction, and an easy and professional path through the bureaucratic system. It will require the provision of readily available employment land, excellent infrastructure and transportation system, available talent, and diverse cultural, entertainment and recreational opportunities.

### **Goal 2: Objectives**

- 2.1 To communicate a compelling value proposition to foreign and domestic companies and institutions.
- 2.2 To ensure that a continuous supply of diverse locations are always immediately available for new businesses, and to support the retention of existing businesses.
- 2.3 To ensure competitive costs of location, attracting talent, and doing business.
- 2.4 To make full use of all relevant programs available from other levels of government.
- 2.5 To ensure fast and effective municipal decision making.
- 2.6 To create the most efficient transportation system to link people to companies and institutions.
- 2.7 To ensure that all local infrastructure is sufficient to meet the needs of the region.

### **Goal 3: To be a resilient, engaged, and dynamic economic ecosystem.**

Waterloo Region’s economic ecosystem is dynamic and encompasses many themes and mutually supportive components that thrive together with the unique environment of innovation and entrepreneurship.



One of the components is the high growth technology sector where the barriers to entry can be low, the rewards can be sustainable, yet there is an inherent volatility. The high growth technology sector often leads the economic narrative and image of Waterloo Region.

The regional economic ecosystem also includes the stalwart sectors such as manufacturing. Unlike other regions in Canada, manufacturing still represents the single largest source of employment.

Another stalwart is the financial sector, which has been long established and continues to thrive even as new technology is changing the nature of the sector's organizations. These high growth traditional sustaining sectors are supported by a full spectrum of personal service, business service, and government.

The educational institutions and the research organizations are not only generators of innovation and talent; they are also major employers in their own right, and play a significant role in positioning Waterloo Region on the global stage. As they expand their academic and research programs, they stimulate local employment and productivity, and build on the region's reputation for education and research. It is also fitting that education and research are embedded in one of Waterloo Region's four economic goals given that investment in research and innovation is one of the strategic actions outlined in the Government of Canada's Economic Action Plan 2013.

Agricultural production and food processing are also a defining component of the regional economic ecosystem. While the supply of agricultural land is finite, the area remains an important location for agricultural and food processing industries.

The WREDS must focus on ensuring that this economic ecosystem remains resilient, dynamic and mutually supportive.

### **Goal 3: Objectives**

- 3.1 To support and stimulate new and existing high growth sectors.
- 3.2 To support and stimulate strong traditional employment sectors.
- 3.3 To ensure robust service sectors that support a healthy, growing economy.
- 3.4 To nurture small and medium sized enterprise (SME).
- 3.5 To leverage the region's post-secondary institutions to the fullest extent.
- 3.6 To support the continued expansion of the agriculture and agri-food sectors.

### **Goal 4: To be a community of choice for talented people.**

Economic growth and sustainability is all about the people who continue to choose Waterloo region as a place to live, learn, work, and have families. It is the sense of place, of history, of having a unique character that is the bedrock to Waterloo Region. It is the culture of creative and diverse "do-ers" that seek a high quality of life in a unique multifaceted environment that is at once big city, urban, small town, rural, and university town.

Goal 4 explicitly recognizes the need to continue to nurture the quality of life and unique character of Waterloo Region that attracts people and organizations.

### **Goal 4: Objectives**

- 4.1 To become recognized as a major location for art and culture.
- 4.2 To create a green, sustainable, efficient region that promotes and facilitates growth.
- 4.3 To ensure an appropriate mix of housing that reflects the needs and aspirations of current

and future residents.

- 4.4 To promote and support excellent education.
- 4.5 To support excellent healthcare and supporting organizations.
- 4.6 To enhance the unique sense of place and maintain the urban and rural qualities.
- 4.7 To support a dynamic and caring not-for-profit sector.

## **7. Defining the Actions**

The Waterloo Region Economic Development Strategy will require specific Actions to achieve the Strategic Direction. The final set of Actions will ultimately become the work plan for the new Waterloo Region Economic Development Corporation in partnership with the eight municipalities, the institutions and corporate organizations.

A preliminary set of Actions have been defined through workshops and discussions with economic development staff and practitioners from within Waterloo Region.

The preliminary Actions can be found on the WREDS project website ([www.wreds.ca](http://www.wreds.ca)). The Actions should be considered as a “work in progress”, which illustrate the proposed approach to implementing the Waterloo Region Economic Development Strategy.



## Attachment 3 – Developing a New Organization for Regional Economic Development

### 1. Background

In 2012, the Region of Waterloo and all seven Area Municipalities commenced a study entitled the “Waterloo Region Economic Development Study: Assessment of Economic Development Services and the Provision of Employment Lands” to examine both the municipal delivery of economic development services and issues around the adequate supply of employment lands. This study acknowledged there were a wide variety of activities across the region that support economic development. However, the report also recognized that a more coordinated approach to economic development in the Waterloo Region was required. The results of this study were presented at an All Council meeting and were subsequently endorsed by each of the municipal councils throughout 2013.

Despite many strengths, there are a number of weaknesses in the current economic development framework not fully meeting the needs of the regional economy:

- Absence of a regional approach to economic development;
- A gap in available data;
- Inconsistent marketing approach;
- A lack of resources, particularly in the rural municipalities;
- Trust issues; and,
- An unclear understanding of stakeholder involvement in economic development.

From Waterloo Region Economic Development Study:  
Assessment of Economic Development Services and the Provision of Employment Lands (2013)

Several action items resulted from this study, including:

- The creation of a Waterloo Region Economic Development Strategy (currently in progress);
- The creation of a new Region of Waterloo Office of Economic Development (complete);
- A Request to amend the Municipal Act, 2001 to allow for regional participation in employment land development (request made to Province);
- Completion of the East Side Master Environmental Servicing Plan (MESP) to advance the development of employment lands (complete); and
- The evaluation of options for a new Waterloo Region Economic Development Corporation (subject of this memo).

Throughout the early part of 2014, the Waterloo Region Economic Development Strategy Steering Committee (consisting of the municipal CAOs in Waterloo Region and the CEO of CTT Inc.) evaluated options in order to identify a recommended structure and governance model for a new Waterloo Region Economic Development Corporation (WREDC). In addition, there has been good progress on identifying and clarifying the respective roles and responsibilities of the new WREDC, the Region of Waterloo and all seven area municipalities.

**The purpose of this memo is to summarize the recommendations that the Steering Committee has developed to date, to highlight issues that still require consideration, and to identify expected next steps.**

## 2. Structure and Governance

### a) Structure

In creating a new Regional Economic Development entity, three alternative approaches to the structure of the new organization were considered:

1. An arms-length Economic Development Corporation;
2. An arms-length Public –Private Partnership; and
3. An arms-length Regional Development Authority.

The rationale for creating an arms-length entity has the following benefits:

- Considered a more “apolitical” mandate;
- Less bureaucracy in terms of program delivery and decision making;
- Greater opportunity to attract key community leadership across many sectors to the Board and staff;
- Greater opportunity to develop partnerships and bundle government programs to achieve an end;
- Greater opportunity to be considered regional in scope and actions;
- Board Chair and/or CEO have the ability to speak on behalf of the organization and to represent regional thought on pertinent or potentially divisive issues; and
- Ability to be an advocate with all levels of government.

A Public-Private Partnership model was reviewed, but found less desirable, particularly since stakeholders and funders give up direct control, and priorities may diverge.

A Regional Development authority model was also reviewed, but not a desirable fit, primarily due to the structure being outside the direct purview of any level of government, particularly the shareholders.

Regional Economic Development Corporation (Recommended) Based on the review of several options, it is recommended that a new Waterloo Region Economic Development Corporation (WREDC) be established. There are several benefits to this approach, including that the new entity would provide:

- An expanded mandate for economic development on a region-wide basis;
- A mechanism to address some of the gaps and challenges that have been identified with the current economic development framework;
- One primary point of contact for regional scale economic development activities;
- An opportunity to align and coordinate region-wide strategic directions, objectives, resources and initiatives; and
- A role in supporting and strengthening collaboration and communication with all stakeholders.

In addition, an independent or arms-length regional economic development corporation is a model that is widely used in a Canadian context. Its history goes back several decades, and there have been refinements and adjustments to suit local conditions. The main features of this type of organization are:

- "Arms-length", not-for-profit corporation;
- Accountable to key "shareholders" (primarily the Region and Area Municipalities);
- Governed by a Board of Directors (responsible for oversight and direction, including hiring and management of CEO);
- Reports progress on deliverables to the stakeholders on an agreed upon, usually annual, timeframe.

There are a number of examples of Regional Economic Development Corporations that can be referenced. For an example of these, please see Attachments A and B.

## **b) Governance**

Establishing a relevant and sustainable governance model will be critical to the overall success and effectiveness of a new Waterloo Regional Economic Development Corporation (WREDC). The primary shareholders of the new WREDC will be the Region and the Area Municipalities, as they are expected to be the principal funders.

The proposed governance structure outlined below is based on the typical approach employed by many other Economic Development Corporations. It includes a number of supporting groups, all with specific mandates and roles but led by the Board of Directors.

### WREDC Board of Directors: A Skills-Based Model (Recommended)

The Board of Directors is the primary oversight provider for the organization. While it will seek valuable input and insights from the funding partners, possibly from one or more Advisory Committees and the greater community, it holds the responsibility for ensuring best practices in terms of governance. The Board functions would include direction setting, strategic planning, monitoring performance, financial oversight, hiring of the CEO and empowering and holding the CEO accountable for achieving desired results.

A Board size of 9 to 12 members is felt to be a workable number and is recommended.

It is also recommended that the Board be a "skills-based" board, rather than a board that includes representatives from specific organizations, or individuals who hold specific positions. It will be important to ensure that the Board has:

- An appropriate range and mix of skills;
- Individuals from a cross-section of various sectors of the Region's economy;
- Individuals from a variety of geographic areas/municipalities within the Region.

Given these broad criteria, it is anticipated that the majority of the Board members will be individuals working in the private sector.

A skills-based Board has the greatest ability to be a high functioning Board. Developing the criteria regarding desired skill sets will be important, but there are several skills that would typically stand out. Having members with specific strengths in the understanding and operations of finance, marketing, law, governance, and business development would be a few of these skills. In the end, it is important to have people with the following attributes as well:

- Be recognized as a leader within their profession or industry, and by extension a

- “community leader”;
- Have a strong understanding and experience in and on Boards of Directors;
- Have a strong understanding of the Waterloo Region; its economy, its strengths and challenges and an ability to be a critical thinker in terms of approaches to raise the region’s economy and profile;
- Be a team player; and
- Be a consensus builder.

Ultimately, the skills, experience, contacts and attitude/approach of the board members will be critical to the organizations success. This will be more important than the organization or sector that they work within and the specific community within the region that they live or work in. Ideally, there will be a Board that is a good representation of the region’s geography, and its sectors, but key is finding the people with the critical skill sets.

#### Steering Committee (Economic Development Implementation Committee)

A Steering Committee of the municipal CAOs and the CEO of CTT has been established in order to provide direction and oversight to the Waterloo Region Economic Development Strategy (WREDS), currently underway. This group is responsible for bringing any resulting recommendations to their respective Councils for direction and carry through, and it should be maintained in some form.

Building on the existing framework, it may be appropriate that this Steering Committee evolve into the Economic Development Implementation Committee for the creation of the new Regional Economic Development Corporation. Key responsibilities could include:

- Developing skills criteria for Board of Directors (with input from WREDS Advisory Committee);
- Soliciting and vetting of nominations for the Board of Directors;
- Supporting the Nominating (Selection) Committee as needed (see below regarding Nominating Committee);
- Working with the newly formed Board on Corporate letters patent (articles of incorporation), operational protocol and budgeting; and
- Effective liaison with all municipal Councils until such time as the new Corporation is well enough established to liaise on its own.

Following the establishment of the Board of Directors, it is anticipated that the relationship between the Implementation Committee and the new WREDC could evolve. For example, the Implementation Committee could be expanded to include other leaders within the local economic development framework (particularly other associated implementing organizations). Further, key responsibilities may change to fulfill more of an advisory/coordination function with the Senior Management team, with a more focused mandate relating to the alignment and implementation of key deliverables and the two-way communication with partner organizations (municipal councils, staff, and other stakeholders). This will allow for a strong connection with the Senior Management of the various funding partners, critical to ensuring alignment and the strategic employment of resources related to various economic development initiatives region-wide.

### Nomination/Selection Committee

It is important that the process for the selection of Board members be open, transparent and credible to both public and private sector stakeholders. This is particularly true for the initial board to ensure the new organization establishes early credibility. Accordingly, it is recommended that a Nomination/Selection Committee comprised of public and private sector leaders be established with the responsibility for appointing members of the Board of Directors of WREDC.

In particular, this Committee should both provide a linkage between the shareholders, and bring public and private-sector leaders together. Consequently, it is recommended that the Nominating Committee be comprised of the Regional Chair, the three City Mayors, one Township Mayor, and three individuals selected by the WREDS Advisory Committee. The Nominating Committee is expected to consider candidates that are identified through an open call for nominations following initial screening by the Implementation Committee.

A Nomination/Selection Committee structured in this way would provide an appropriate linkage between WREDC and the Region and Area Municipalities, who will provide most of the initial funding for the organization. It will ensure that perspectives of the municipal funders and the private sector are appropriately considered in establishing the new Board. It will also provide one accountability mechanism between the municipal funders and WREDC, without the municipal funders all needing to be represented on the Board. This should provide an appropriate balance between creating an arms length, skills-based organization, and maintaining a degree of accountability to the municipal funders.

### Other Potential Committees the Board may wish to consider establishing

There are a variety of supporting committees that the Board may wish to consider establishing over time. These committees could provide valuable and efficient means of checking in with people and organizations who are on the “front line” of our economy in a variety of capacities. However, it should also be made clear that the decision-making role of the new Regional Economic Development Corporation (relative to its mandate, and enunciated through such documents as its Letters Patent and strategic plans), remains with the Board.

Some potential future committees that should be considered include:

- Economic Advisory Committee. A committee of high level regional leaders who can share their influence, wisdom and interest in the regional economy, but are unable to consider Board membership for a variety of reasons. The Committee would be expected to meet periodically or on an issue-specific basis;
- High Value Sector Committees. One or more committees could be established to discuss sector-specific opportunities or challenges on an as-needed basis, or on an ongoing basis (e.g. to monitor some of our key economic sectors); and
- Municipal Liaison Committee.

## **3. Roles and Responsibilities**

It is recognized that there are many key players (private, public and not-for-profit) that make up the overall economic development framework or “ecosystem”. While the new Waterloo Region Economic Development Corporation will be a key player, it will not be the only entity responsible for the delivery of a wide range of related services. Further, it is recognized that in order to foster long term, successful economic development in the region, it will be important to ensure

that five key activity areas (or pillars) are appropriately addressed collectively by all service providers. The pillars are:

1. Excellence in creating an entrepreneurial culture;
2. Excellence in business retention and expansion;
3. Excellence in investment attraction;
4. Excellence in marketing and communication; and
5. Excellence in community capacity building.

For more information on these five pillars, please see Attachment C.

The following outlines the proposed roles and responsibilities of key public organizations, at least at the outset. Further refinement of these roles is anticipated to occur during the more detailed implementation and transition planning in the Fall of 2014.

### **Waterloo Regional Economic Development Corporation**

As the primary “voice” and face of Economic Development in Waterloo Region, it is proposed that the WREDC will take on a variety of functions that are best done at a regional level such as:

- Overall management of the regional economic development strategic plan and coordination with other stakeholders;
- Investment attraction to Waterloo Region – including building a strong case (value proposition) for investing in the region’s key growth industries;
- Liaison with Provincial and Federal government efforts to attract industry and grow key sectors of the economy;
- Collaboration with other economic jurisdictions for the broader promotion of Waterloo Region;
- Marketing and promotion of the region;
- Key business sector development activities;
- Talent development and people attraction (working with partners);
- Data and research to support regional economic development activities; and
- Coordination of area municipal efforts in retaining and supporting the expansion of “regional scale” businesses.

### **Area Municipalities (Economic Development)**

The Area Municipalities (cities and townships) will continue to play an integral part in the delivery of local economic development services. Below is a sample of the key roles they will continue to undertake:

- Community promotion;
- Land and real estate development;
- Point of contact for business into Area Municipal government (zoning, etc.);
- Business retention and expansion activities;
- Investment attraction and collaboration with WREDC;
- Ensure area municipal government activities are aligned with the Regional Economic Development Strategy; and
- Establish protocol for dealing with investor prospects within the Area Municipal organization.

### **Region of Waterloo (Office of Economic Development)**

With the establishment of the new Office of Economic Development within the Region of Waterloo, it will be important to distinguish functions from the WREDC and from the Area Municipalities. Key functions identified at this point will include:

- Data and research support for regional economic development efforts including key industries (i.e. information and analytics) (this function could ultimately be assumed by the WREDC);
- Develop and maintain an inventory of available land for development/ employment purposes (this function could also be assumed by the WREDC);
- Point of contact for business development inquiries/activities within the Region of Waterloo (corporately);
- Ensure Regional government activities are aligned with the Regional Economic Development Strategy; and
- Establish/coordinate a protocol for dealing with investor prospects within the Regional organization.

### **Other key (public-facing) stakeholders in the Waterloo Regional Economic Development Strategy**

There are more than two dozen organizations, from business groups to educational institutions that have a role to play in the implementation of the Regional Economic Development Strategy. A key objective is to ensure these stakeholders see themselves in the plan and hold themselves accountable for their roles and responsibilities as well. Examples include:

- Accelerator Centre® and Communitech: Incubating and supporting tech and high growth potential entrepreneurs;
- Small Business Centres: Providing general small business support and services and ensuring a thriving small business climate in the region;
- Workforce Planning Board of Waterloo Wellington Dufferin: Workforce development and labour market planning;
- Greater Kitchener-Waterloo and Cambridge Chambers of Commerce – supporting the growth and development of businesses within Waterloo Region.
- Post-secondary institutions: University of Waterloo, Wilfrid Laurier and Conestoga College – talent development, research and development, sector support, etc.

## **4. Conclusion and Expected Next Steps**

Much progress has been made since June 2013 on several key initiatives. In addition, a collaborative, coordinated and inclusive approach continues to remain the focus of all the work underway. Establishing a new framework for economic development represents a significant change – the need to plan for and facilitate a smooth transition is a key priority. To this end, staff will continue to develop the various implementation components of the WREDS and WREDC (including transition strategy and funding/ budget implications) for future consideration and decision by Municipal Councils. Throughout this period, it is expected that Canada's Technology Triangle Inc. will continue to operate throughout the planning and set-up phase of the new WREDC (2014-2015). Further, it is recognized that there is an opportunity to merge key assets with the new WREDC, building on the strength and expertise that already exists and to maintain momentum. It is anticipated that the new WREDC will be fully functional by January 1, 2016.

### Next Steps

There are several next steps that will move this work forward. They include:

- Completing the Waterloo Region Economic Development Strategy and refining the associated Action Plan;
- Developing a comprehensive Implementation/Transition Plan (Fall 2014);
- Presenting final recommendations for Municipal Council decision/ coordinated with 2015 Budget Process (Q1 2015);
- WREDC Establishment/ WREDS Implementation (2015); and
- New WREDC fully operational by January 1, 2016.



**Attachments:**

Attachment A -Economic Development Corporation Examples Attachment B -Summary of findings: Review of Canadian Economic Development Entities

**Attachment A – Economic Development Corporation Examples**

Organization/ Location	Mandate	Governance	Functions
<p>Enterprise Greater Moncton  <a href="http://www.greatermoncton.org">www.greatermoncton.org</a></p> <p>Dieppe, Moncton and Riverview NS</p>	<ul style="list-style-type: none"> <li>• First and on-going point of contact for new and existing businesses</li> <li>• Works to develop and implement economic development strategies for the region</li> <li>• Aim to attract business investment and enhance existing business development by promoting Greater Moncton as the ideal place to do business</li> </ul>	<p>Includes a Leadership Council (11) and a Board of Directors (12-13)</p>	<ul style="list-style-type: none"> <li>• Start Your Business</li> <li>• Grow Your Business</li> <li>• Labour Force Development</li> <li>• Economic Research</li> <li>• Strategic Partnership</li> <li>• Youth Initiatives</li> <li>• Immigration</li> <li>• Attract industry</li> <li>• Sector Development</li> </ul>
<p>Thunder Bay Economic Development Commission (CEDC)  <a href="http://www.thunderbay.ca/CEDC">www.thunderbay.ca/CEDC</a></p> <p>Thunder Bay ON</p>	<ul style="list-style-type: none"> <li>• Business development</li> <li>• Business retention and expansion</li> <li>• Entrepreneurial support</li> <li>• Opportunity promotion, and</li> <li>• Collection and assessment of key business data</li> </ul>	<p>Independent Board of Directors. The members serve for a four-year term. The Commissioners receive formal proposals on projects that will contribute to economic development.</p>	<ul style="list-style-type: none"> <li>• Community information and statistics</li> <li>• Networking and referrals</li> <li>• Assistance in site selection</li> <li>• Labour market data</li> </ul>
<p>Windsor Essex Economic Development Corporation  <a href="http://www.choosewindsor.essex.on.ca">www.choosewindsor.essex.on.ca</a></p> <p>Amherstburg, Essex, Kingsville, Lakeshore, LaSalle, Leamington, Pelee Island, Tecumseh, Windsor ON</p>	<p>The WindsorEssex Economic Development Corporation is a not-for-profit organization supported by the City of Windsor and County of Essex and is responsible for advancing economic development to grow and sustain prosperity in the region. The main focus of the organization is to develop and execute strategies to retain, expand, attract and help start up new businesses in the Windsor-Essex region.</p>	<p>The 8 member Board of Directors is responsible for overseeing the activities of the Windsor Essex Economic Development Corporation.</p>	<ul style="list-style-type: none"> <li>• Business Expansion &amp; Retention <ul style="list-style-type: none"> <li>• Information</li> <li>• Advice</li> <li>• Assistance</li> </ul> </li> <li>• Business Attraction</li> <li>• Small Business Centre</li> <li>• Marketing</li> </ul>
<p>London Economic Development  <a href="http://www.ledc.com">www.ledc.com</a></p> <p>London ON</p>	<p>The London Economic Development Corporation (LEDC) is the primary economic development agency in London, Canada, and is a partnership between the City of London and the</p>	<p>12 member Board of Directors.</p>	<ul style="list-style-type: none"> <li>• Attracting new business and foreign direct investment to London</li> <li>• Retaining existing business and assisting with local expansions</li> <li>• Advocating for improving the business</li> </ul>

	<p>private sector. The LEDC is improving the economic well-being of Londoners through the growth and expansion of local businesses and the attraction of new businesses to London.</p>		<p>environment in London</p> <ul style="list-style-type: none"><li>• Providing workforce development leadership to connect businesses with education institutes and employment sector agencies</li><li>• Marketing and promoting London for business opportunities in overseas markets</li><li>• Establishing business support partnerships throughout the community</li><li>• Assisting the City of London in development of strategic plans such as industrial lands strategy</li></ul>
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**Attachment B - Summary of findings: Review of Canadian Economic Development Entities**

- ⇒ The vast majority of jurisdictions in Canada with at least 50,000 residents have a regional agency overseeing economic development. St. John's and Charlottetown are notable exceptions but as they are the dominant urban centres, provincial economic development efforts are centred on them.
  - In most cases, the municipalities involved in the regional development agency also have internal economic development staff as well but there is a clear delineation of roles between the city and regional agencies.
- ⇒ The Boards of Directors include business leaders and representatives from key public institutions such as universities. Half of the organizations have some government representation on the board of directors. Several boards have mayors and councillors directly on the board of directors and two others have ex officio representation from City Hall.
- ⇒ 70 percent these agencies are relying on private sector funding for at least a portion of their annual operating budget.
- ⇒ Municipal governments are the core funders of the regional agencies accounting for between 40% and 80% of annual funding.
- ⇒ All of the agencies have a mandate to attract industry and investment to their region.
- ⇒ A majority have initiatives related to people attract and talent retention.
- ⇒ Around half of the regional economic development agencies have small business counselling and support services. In the other half of the jurisdictions reviewed small business counselling and support services are offered by another government funded organization or organizations.
- ⇒ Most are involved in targeted sector development efforts.
- ⇒ All provide promotional materials and marketing for the region.
- ⇒ The majority provide some form of economic scorecard on regional economic performance.

## Attachment C – Five Pillars of Economic Development

All of our activities must be based on  
the five pillars of excellence in economic  
development



- 1 **Creating and nurturing an entrepreneurial culture:** those activities within the region that acknowledge the contribution that small business has on the health and welfare of the Waterloo region. This is an historical fact and must be fostered to ensure a healthy mix of a variety of home grown business and to assist with youth retention.
- 2 **Retention:** The majority of jobs in any region are dependent upon local business growing and flourishing by establishing new markets, enhanced productivity, marketing and leveraging their abilities. It is easier, more cost effective and more sustainable to assist and grow our existing base than to attract new investment into the region.
- 3 **Investment attraction:** continues to be an important means to grow a regional economy and while its numbers will not match that of growth in our local business base, it is critical to have a robust approach in place centred on business attraction. With it comes new skills, new markets, and new opportunities and enhanced creativity, and strengthens our region's international status.
- 4 **Marketing:** of the region to our internal residents and businesses as well as to the world is essential to position the community as a great place to live, work and invest in. This is an area that requires significant and somewhat immediate attention.
- 5 The final but in many ways the largest pillar of economic development is **community capacity building** or ensuring that the human resources, services and infrastructure align and lift the other four pillars. Land development, partnerships with post secondary education facilities, health care, transportation infrastructure and strategic planning are some of the key elements of this pillar.



## **Township of Wilmot REPORT**

**REPORT NO. CL**      **2014-26**

**TO:**                      **Council**

**PREPARED BY:**      **Dawn Mittelholtz, Deputy Clerk**

**DATE:**                  **August 25, 2014**

**SUBJECT:**              **Country Paws Kennel  
Request to Lift Kennel Licence Conditions  
1881 Carmel-Koch Road, St. Agatha  
Township of Wilmot**

### **Recommendation:**

**THAT Council approves the request to lift the kennel licence conditions concerning scheduled hours for outdoor access for Country Paws Kennel.**

**AND FURTHER THAT the kennel owner install a hedge row that is conducive to the growing environment to the east of the solid board fence by October 31, 2014 to be in compliance with the Council resolution passed on July 21, 2003.**

### **Background:**

July 21, 2014 Council heard from the kennel operator, Glenda Rutherford, and some of the neighbours to her property at a Public Consultation. Written submissions were also received relative to Ms. Rutherford's request to have the conditions relative to her kennel lifted. The following is a summary of comments received from the public.

#### **Comments From Public Meeting on July 21, 2014**

*T. & S. Straus, 1836 Carmel-Koch Road: noise, impact enjoyment of property, tolerate due to schedule, negative impact on daily life, value of property, oppose lifting the licensing conditions.*

*J. & L. Churchill, 1896 Carmel-Koch Road: negative impact on daily life, impact enjoyment of property, previous objections to kennel/expansions, rights to enjoy property, verbal agreement/contract with operator, make complaints concerning noise directly to kennel owner, dispute validity of Township procedures for assessing noise, agreement will be enforced by neighbours, oppose lifting the licensing conditions, noise is a problem, a nuisance and stressful, told no other changes would be made to the kennel licence conditions, only complained twice to Township in 2014 due to excessive noise, kennel is in contravention of Noise By-law, not quiet*

*when dogs are indoors either, noise when dogs are picked up and dropped off, boarding kennel not a breeding kennel, irrelevant that Country Paws is only kennel with licensing conditions, schedule and inspection information from kennel owner was from 2003, Township inspections are not objective as the Township vehicle can be seen on the road by the kennel owner, more consideration being given to dogs' rights then to neighbours' rights, kennel owner's portrayal of agreement negotiations is not accurate.*

*R. Straus, 2400 Notre Dame Drive: opposed to lifting the licensing conditions, excessive noise issues in the past, family suffering, dispute validity of Township procedures for assessing noise, negative impact on life, right to peace and quiet being eroded, tolerable due to restrictions, verbal agreement/contract with kennel owner, not complaining to Township due to agreement, neighbours will enforce the agreement, Council resolution should not be rescinded unless agreement with neighbours and kennel operator is amended, built new house closer to kennel due to licence conditions, when retired they wish to spend more time outdoors which will be compromised, installed an earth berm to curb noise but with no noticeable change in noise, lived in the area of the kennel since prior to the kennel's existence, as neighbours in close proximity their wishes and concerns should have the most weight in deciding the outcome, neighbours pay taxes and employ residents who pay taxes, dislikes living next to so many dogs, verbal agreement with kennel owner was basis for Council resolution, the noise is intolerable, information from other municipalities is invalid, information regarding other kennels is irrelevant, comments from Humane Society are hearsay, the comments made by Ms. Rutherford at the Public Meeting relative to his property should not be considered as he was unaware that she would be discussing the kennel at that meeting, would make complaints regarding noise if the conditions are lifted, Council may become involved with regards to the verbal agreement/contract.*

*C. Workman, 2381 Notre Dame Drive (not within circulation area): opposed to lifting the licensing conditions, kennel owner agreed to conditions, noise is bothersome, do not want to hear more often than current frequency, personal space being violated, concerned for children's safety if dogs get loose.*

### **Discussion:**

To prepare the recommendation before Council, staff has reviewed the history of the kennel, the history of comments received by the neighbours, observed the kennel during various times of the day on different days of the week (as illustrated in their log beginning on page 4) and have conducted research with regards to noise and kennel operations.

Country Paws Kennel has adhered to the regulations contained within the Township Dog Control By-law, originally By-law 95-100 and, currently, By-law 2008-01. The original licence was granted in 1996. To satisfy the concerns of some of the neighbours at that time the licence was subject to the following conditions:

1. That the number of dogs permitted at the kennel not exceed twelve (the number applied for by Ms. Rutherford);
2. That a proper fence, with a minimum height of 4 feet, be built all the way around the outside runs of the kennel to prevent visibility;

3. That all of the kennel walls and the roof are fully insulated inside with pink insulation, chip board and vinyl siding and outside with 1 ½ inch board and batten pine;
4. That all outdoor runs face the rear of the property;
5. That walls be constructed between runs on both inside and outside walls to avoid visibility;
6. That all dogs must be monitored at all times while in outside runs;
7. That only one dog be permitted per run at any one time, and;
8. That all construction be completed prior to receiving any dogs.

These conditions were in excess of the requirements contained within the by-law at the time. In 2003 Council approved an expansion to the kennel with additional structural and noise abatement requirements in addition to a schedule for allowing the dogs outdoors as shown below.

1. That the installation of a 6 foot solid board fence to be completed on the east side of the kennel;
2. That cedar shrubs be planted in behind the solid board fence that will be installed on the east side of the Kennel;
3. That the west side of the kennel facility to be used first when there is a low number of dogs in the kennel;
4. That items 1 through 4 be installed by October 15, 2003;
5. That Country Paws Kennel adhere to amended schedule of letting the dogs outside daily as per the following:

- |      |                      |   |
|------|----------------------|---|
| (i)  | Monday to Friday:    | 8:00 am to 9:00 am<br>12:00 noon to 1:00 pm<br>4:00 pm to 5:00 pm |
| (ii) | Saturday and Sunday: | 9:00 to 10:30 am<br>4:30 to 5:30 pm                               |

If further complaints are received, the kennel renewal application will be reviewed by Council as per the provisions of the Dog Control By-law.

Country Paws Kennel has complied with all conditions imposed by Council from 1996 and 2003. In 2003, item 2 included cedar shrubs being built behind the fence. The kennel owner planted the shrubs as per the Council requirement but they have not survived. At present, no cedars could be found at the location. Other vegetation has grown in the area naturally between the solid board fence and the foot of the berm. Additionally, Mr. R. Straus has planted some evergreen trees which have grown above the six foot fence.

In 2008 another expansion was granted by Council relative to the number of dogs and an amendment to the schedule for allowing the dogs outside.

- |                  |   |
|------------------|---|
| Monday to Friday | 8:00 am-10:00am<br>12:00 pm-1:00 pm<br>3:00 pm- 5:00 pm |
| Saturday-Sunday  | 9:00am-10:30am<br>4:00 pm-5:00 pm                       |

The kennel operator has abided by the conditions and has always passed the inspections performed by the Municipal Law Enforcement Officers which are a requirement for licensing. The only deficiency at this time is failure to maintain the cedar plantings. The Township has received three comments concerning noise from one of the kennel neighbours since 2003 and have responded by visiting the area to make an assessment of the noise emitted by the kennel. Observations by the Officers attending the area conclude that the noise is at a reasonable level.

The number of dogs kept at the kennel will fluctuate throughout the year with certain months averaging more dogs than others. During July and August most days will have a full kennel at 48 dogs. On average throughout the year the kennel will have about 30 dogs on a given day with certain months in the fall and spring averaging as low as 20 dogs per day.

Since receiving the request to the schedule conditions from the kennel owner, two Municipal Law Enforcement Officers have visited the area and made the following observations:

*July 3, near 1836 Carmel-Koch Road at 2:36 pm. Faint barking heard for 15-30 seconds sporadically than many minutes of nothing, barking in distance. Left at 3:09 pm.*

*July 4, near 1836 Carmel-Koch Road at 3:11pm. No barking heard. Left at 3:42 pm.*

*July 7, on Carmel Koch Road at 11:45 am. Little barking from kennel. When dogs were barking they were heard minimally. Noise such as birds, wind, leaves on trees drained out dogs. Left at 11:48 am.*

*July 8, on Carmel-Koch Road at 10:30 am. Officer conducted bark tally. 12 barks in total were heard. Neighbors dog was heard for a brief 10 minute period. Barking seemed to quiet down and stop after first 10 minute period. Left at 11:02 am.*

*July 9, near 1836 Carmel-Koch Road at 1:55 pm. 2-3 times for about 15 seconds could faintly hear a dog barking. Minimal dog barks about 4 brief periods of dog barking heard that lasted about 20 seconds each. Writer could hear cars travelling down Notre Dame Rd clearer than barking dogs. Left at 3:05 pm.*

*July 14, at 1896 Carmel-Koch Road driveway at 11:08 am. No dogs heard. Left at 11:43 am.*

*July 16, at 1896 Carmel-Koch Road driveway at 1:50 pm. No barking heard. Left at 2:47 pm.*

*July 17, at 1836 Carmel-Koch driveway at 10:14 am. Some barking heard in short bursts around 10:50 am. Left at 10:58 am.*

*July 18, at 1896 Carmel-Koch Road at 2:35 pm. Parked near field entrance closest to country paws dog kennel. Officers could hear dogs bark periodically. Most of barking was from one dog in periodic spans of 10 seconds. Moved to laneway of 1896 Carmel-Koch Road. Minimal barking heard in secondary location. Left at 3:35 pm.*



*July 24, across from 1836 Carmel-Koch Road at 9:21 am. Within first 10 minutes on 2 occasions for about 30 seconds could hear dogs barking in distance rest of time no noise. Left at 10:21 am.*

*July 29, across from 1836 Carmel-Koch Road at 11:12 am. No dogs barking. Left at 11:23 am.*

*July 29, at 1836 Carmel-Koch Road at 2:43 pm. Dogs would bark in spans of 10-30 seconds sporadically. Left at 3:40 pm.*

*July 31, in front of 1881 Carmel-Koch Road at 3:00 pm. From 3:00-3:30 pm dogs heard on and off from 3:30-3:50 pm dogs on and off barking but not as loud possibly inside. Left at 3:50 pm.*

*August 6, next to 1881 Carmel-Koch Road at 2:32 pm. Barking rare and barely heard. Left at 3:34 pm.*

During the 2003 expansion approval process, the neighbours had been contacting the Township to report noise concerns. From Council's approval in 2003 to 2008 few complaints were received regarding noise from the kennel. A letter was received in April 2006 from a neighbour with respect to noise outside of the scheduled outdoor hours. In September 2008 an email was received concerning noise and dogs being outside during non-scheduled times from the same property owner. Since the approval in 2008 one complaint was made, again by email from the same property owner, in April of 2010 for noise and non-compliance to the schedule. All of the complaints were for instances occurring on weekends. Other than those cited above, no complaints have been received by the Township or the Waterloo Regional Police concerning noise at the property.

At Council's request, staff has compiled some information on the other kennels within the Township and have compared them based on a variety of factors that were discussed in the public consultation. The chart is attached as Schedule A. Of note on the chart is one other kennel that has Conditions Imposed Above the By-law Requirements which also has Man Made Noise Barriers, the recently approved Willow Creek Kennel. This kennel has a shorter distance between the kennel buildings and the nearest habitable building than what is stipulated in the Dog Control By-law. The barriers were erected during construction to counteract the shortfall.

Staff consulted the other Townships within Waterloo Region and no kennel within their municipalities have any conditions on their licence with regards to schedules for allowing the dogs outside. The staff report from July 21, 2003 contained comments from Humane Society staff indicating that any requirement for dogs to be kept inside could possibly be considered a contravention of humane practices. To obtain a current opinion, staff provided the local OSPCA Inspector with details of the schedule and asked if such a schedule would pose a concern. The response received was:

*"The time schedule that the kennel owner is under, appears to be acceptable. The dogs are allowed exercise, fresh air etc. I do not have any concerns for the time frame that the township has allowed the kennel to have limited numbers of dogs outside."*

Country Paws Kennel has been licensed under the previous and current Dog Control By-law since 1996 and is compliant with zoning requirements for a kennel. The current Dog Control By-law speaks of noise in subsection 8.13 which allows Council to cancel a licence on the basis of unresolved problems of noise.

Following the public consultation additional written comments regarding the kennel and the request to lift the licence conditions were received. The comments are attached as Schedule B. Staff have addressed some of the comments contained within the letters received from the neighbours in opposition to the request. The following addresses those comments.

#### Satellite Imaging, Fences and Shrubbery

- The satellite imaging used by staff in the July 21, 2014 report is from a Region Wide project in 2010.
- The shrubs were misidentified on the map. A new map has been added as Schedule C.
- The wood board fence runs along the west of the outdoor run area which meets the requirements as approved by Council.
- The chain link fence is along the south end of the kennel and meets the requirements of the Dog Control By-law which is not intended for noise attenuation.

#### By-law Provisions and Restrictions

- The Township of Wilmot does have restrictions and provisions concerning noise and kennel operations contained within the Dog Control By-law.
- Council approved a resolution regarding scheduled hours where the dogs are allowed outdoors while in the care of Country Paws Kennel, Council did not make any requirements concerning drop-off or pick-up when the animals are in the care of their owners or allowable operating hours.
- The Township Dog Control By-law does not differentiate between boarding and breeding kennels with regards to restrictions or provisions on Licensing of Kennels or Kennel Conditions (Parts 8 and 9 respectively).

#### Observations of Kennel Noise by Township

- In the preparation of staff reports the kennel has been visited unannounced and staff found several dogs in the outdoor run area during the allowable schedule.
- The hilly terrain of the area and the thick vegetation surrounding the north-west portion of the property would have blocked visibility from the kennel.
- When approaching from the east, the berm, vegetation and wood board fence would make the opportunity for the kennel owner to observe a Township vehicle approaching is unlikely.

#### Council Resolutions and Verbal Agreement

- Conditions imposed by Council resolution can be revisited, amended or rescinded as per the Dog Control By-law, section 8.1.
- With regards to any agreement made between the kennel owners and the neighbours, this was not a requirement of the Township. Neither party's responsibility under that agreement is under the jurisdiction of the Township.

**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:**

N/A

**Conclusion:**

The kennel owner is compliant with the Township By-laws and no concerns with regards to noise have been substantiated. Staff recommends to Council that the conditions concerning when the dogs are allowed outdoors be removed and that the kennel owner be directed to replace the dead cedars with a hedge row conducive to the growing environment. As per all other kennels, staff will continue to inspect and monitor the operations.

  
Dawn Mittelholz, Deputy Clerk

  
Barbara McLeod, Director of Clerk's Services

  
Reviewed by CAO

Kennel Comparison Chart

Kennel	Address	Number of Dogs on Licence	Boarding	Breeding	Approximate Number of Properties Within 1 (one) km	Closest Habitable Building from Kennel (approx.)	Any Noise Complaints on Record	Warnings or Charges Issued for Noise	Conditions Imposed Above By-law Requirements	Natural Noise Barriers	Man Made Noise Barriers
Country Paws	1881 Carmel-Koch Road	48	Yes	No	29	320m	Yes	No	Yes	Yes	Yes
Wilhard Barth	1684 Berlett’s Road	6	No	Yes	51	196m	No	No	No	Yes	No
Nancy Miller	2268 Berlett’s Road	15	No	No	29	189m	No	No	No	Yes	No
Garchangan Kennels	2247 Berlett’s Road	40	No	Yes	29	247m	No	No	No	Yes	No
Moonsnoe Kennels	2295 Erb’s Road	6	No	Yes	34	122m	No	No	No	Yes	No
Willow Creek Kennel	3532 Erb’s Road	20	Yes	Yes	47	121m	No	No	Yes	Yes	Yes
Sandra Crowne	2108 Notre Dame Drive	20	No	No	110	255m	No	No	No	Yes	No
Countryside	1465 Trussler Road	120	Yes	Yes	43	355m	No	No	No	Yes	No
Ken Strauss	4933 Wilmot-Easthope Road	96	No	Yes	18*	80m	No	No	No	Yes	No
Laverne and Wendy Forwell	2056 Witmer Road	30	Yes	Yes	80	139m	No	No	No	Yes	No

\*Note: the one kilometer range encompasses an area outside of Waterloo Region and those properties are not included in the count.

Maps indicating the one kilometer range from kennel properties.

1881 Carmel-Koch Road

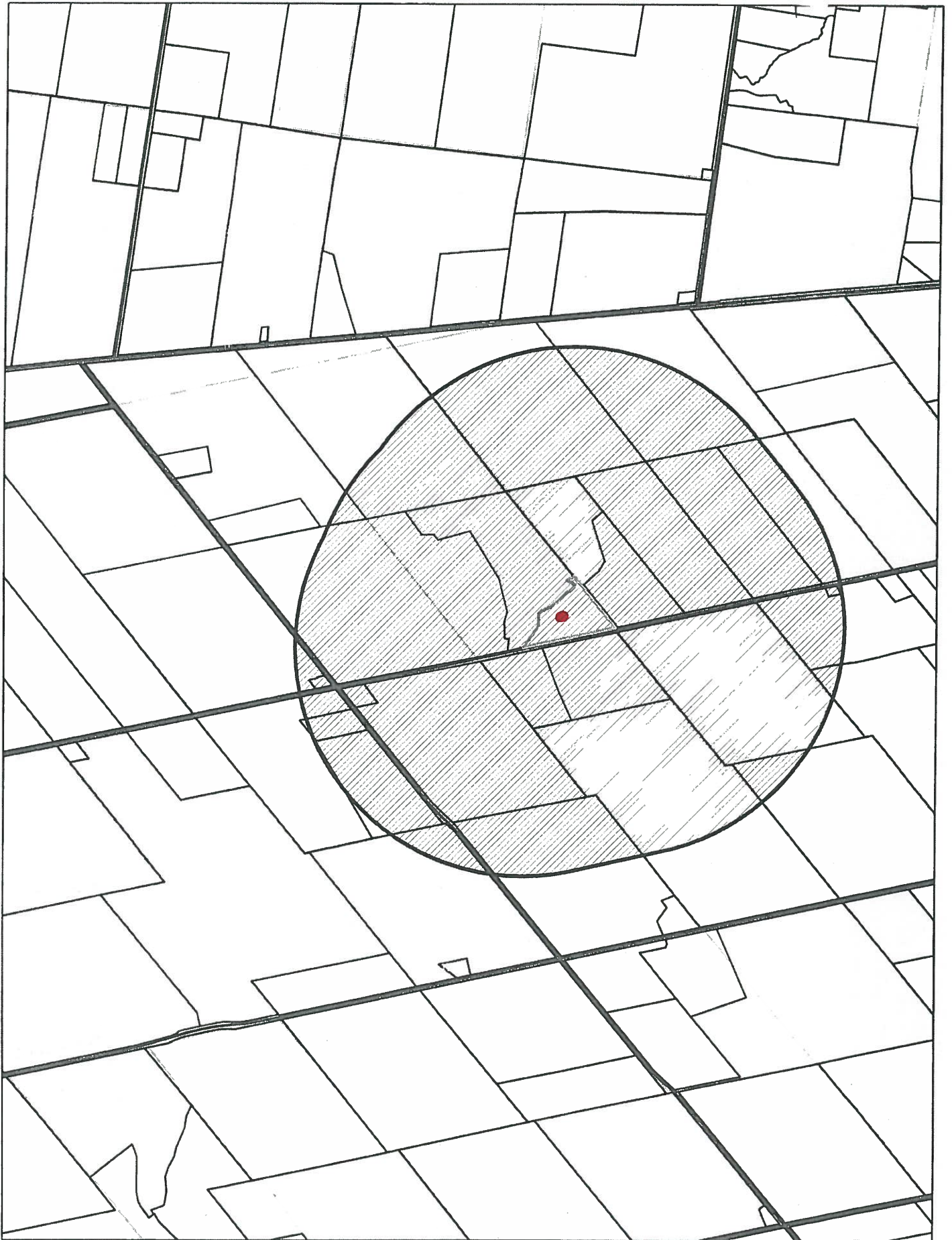




1684 Berlett's Road

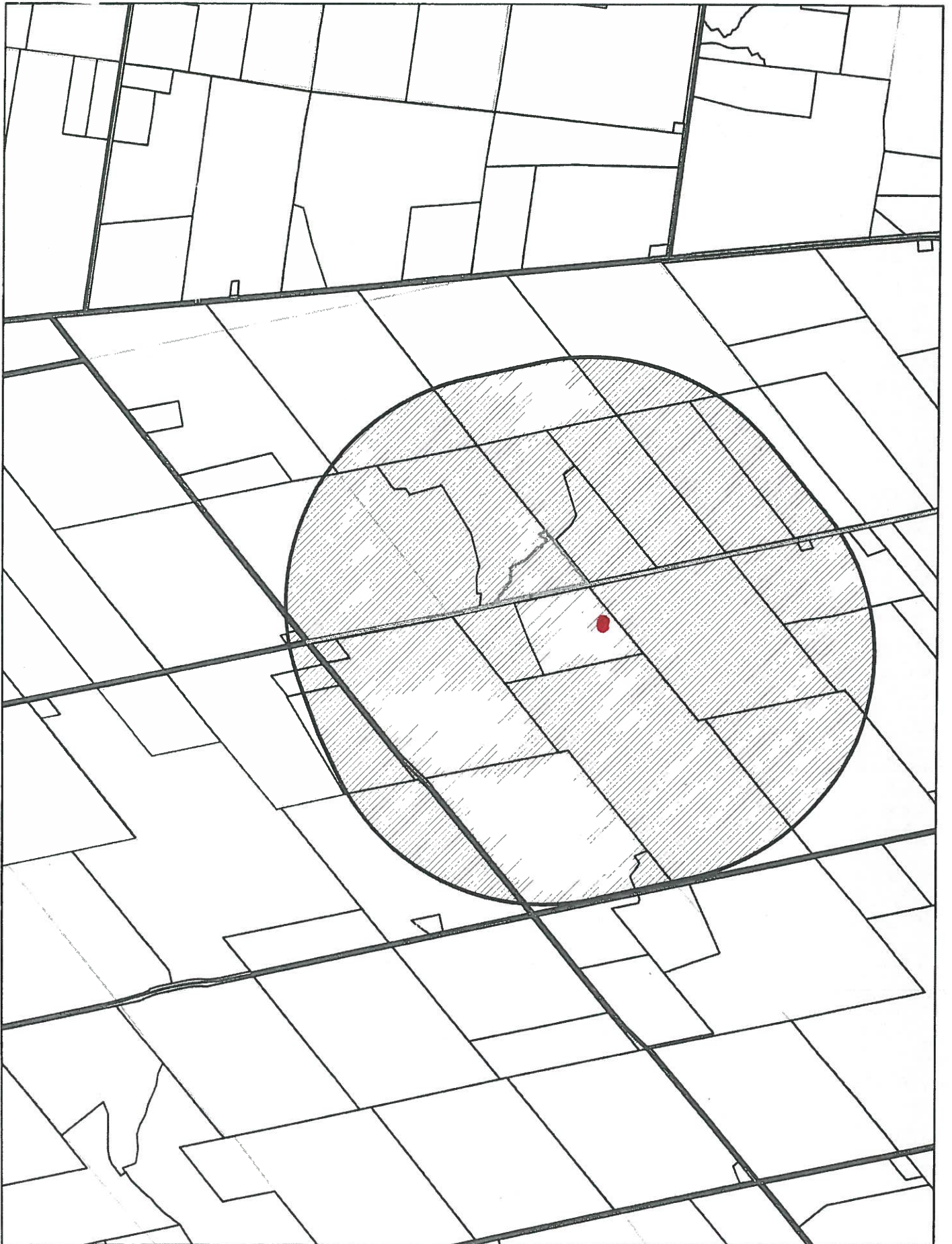


2268 Berlett's Road

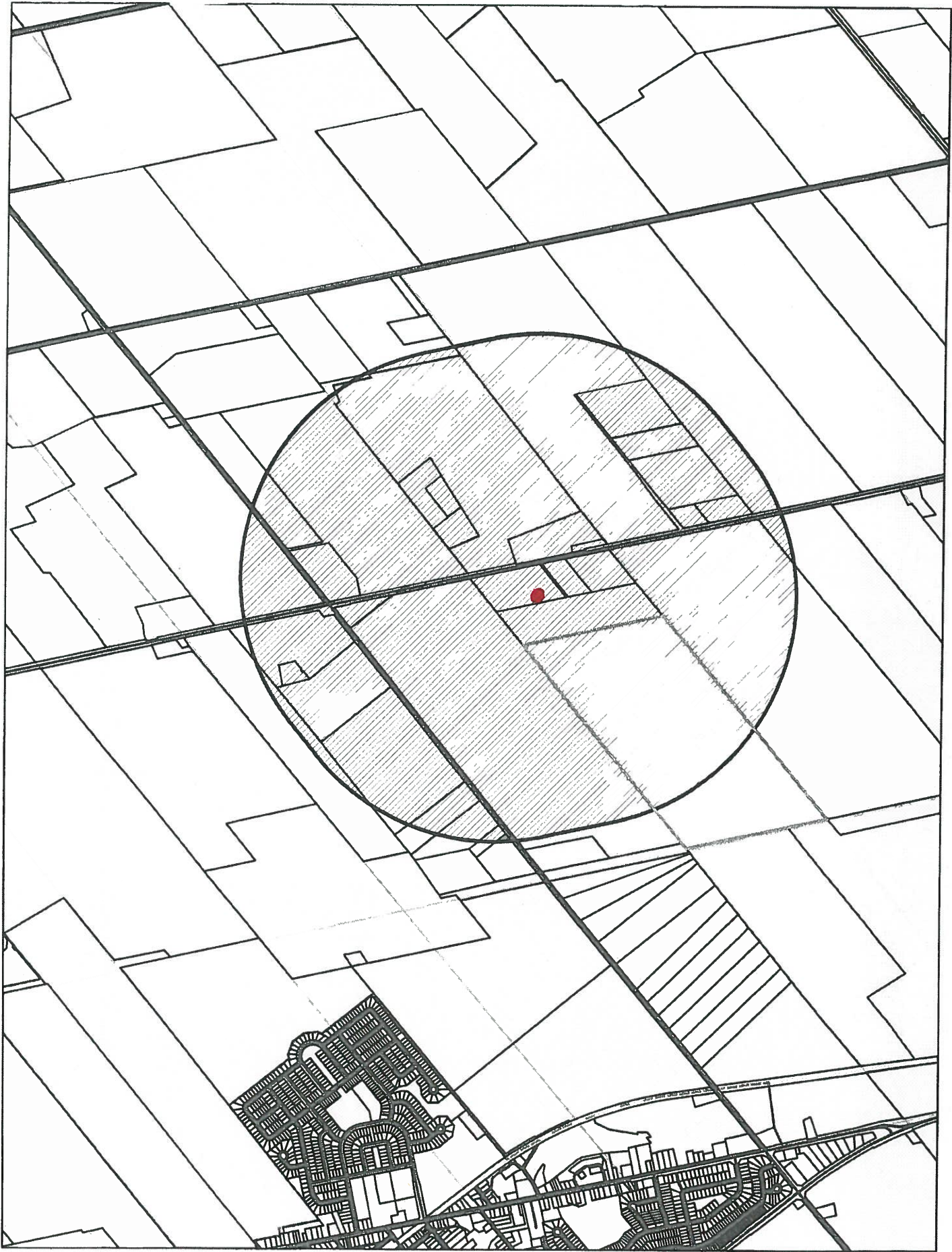




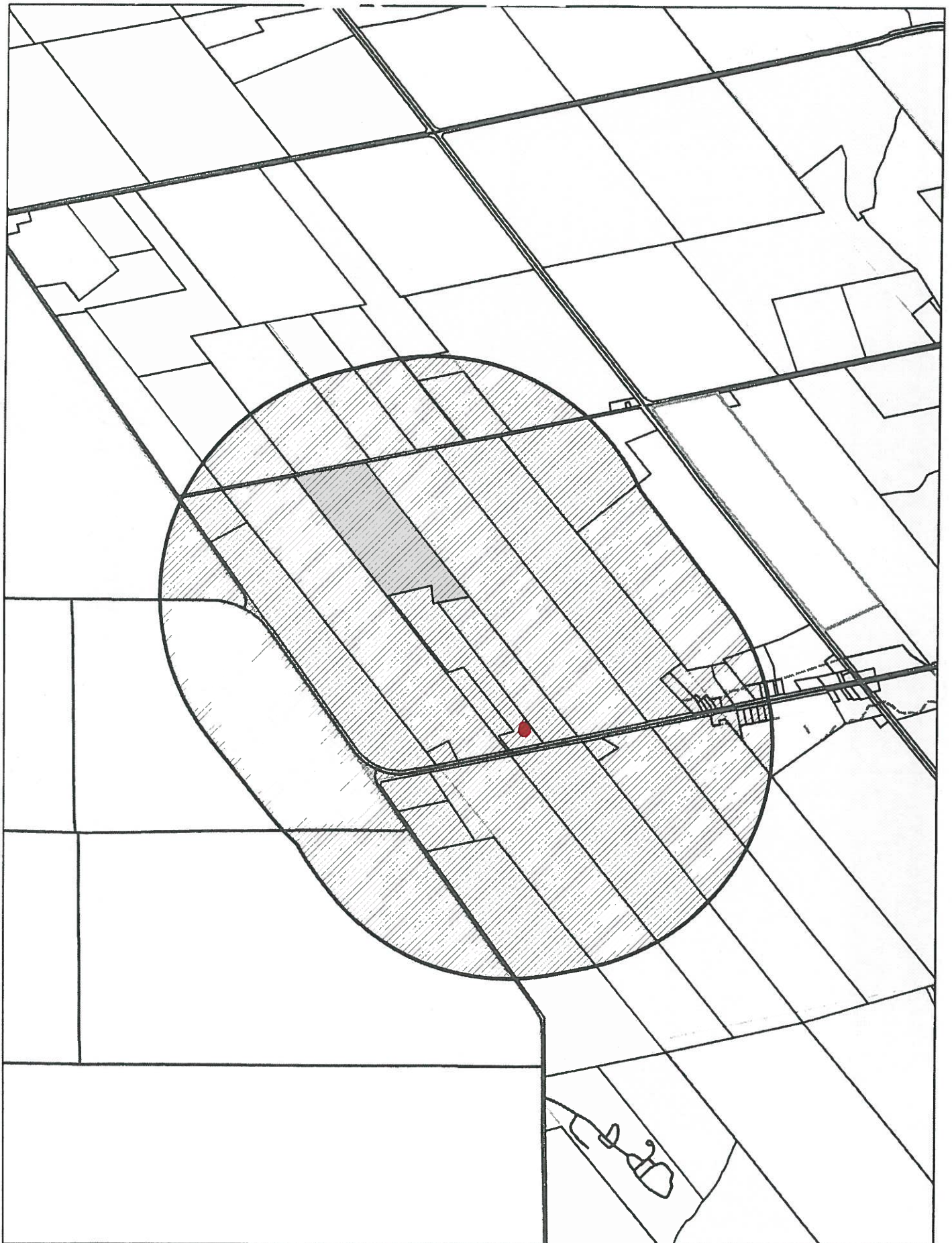
2247 Berlett's Road





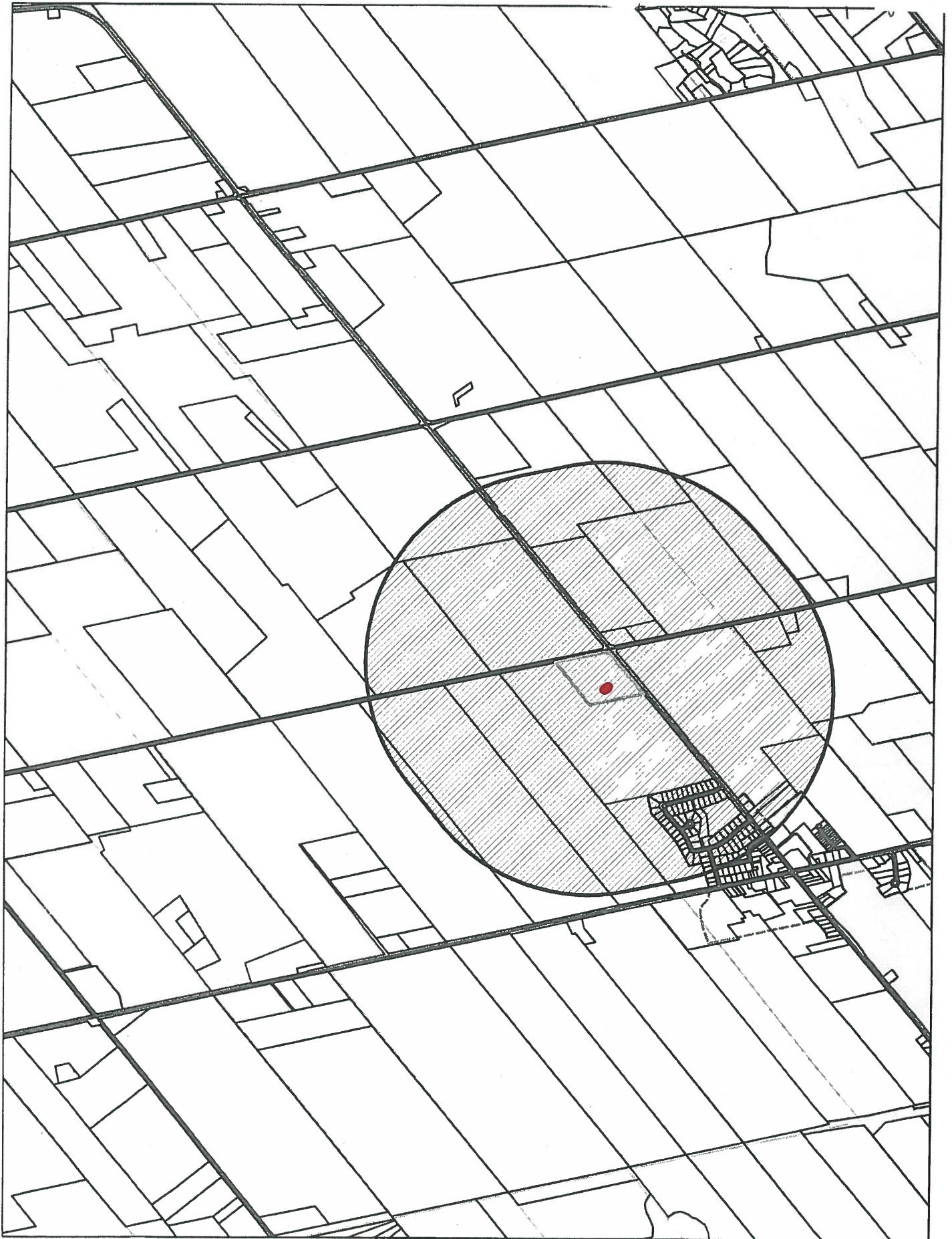


3532 Erb's Road





2108 Notre Dame Drive

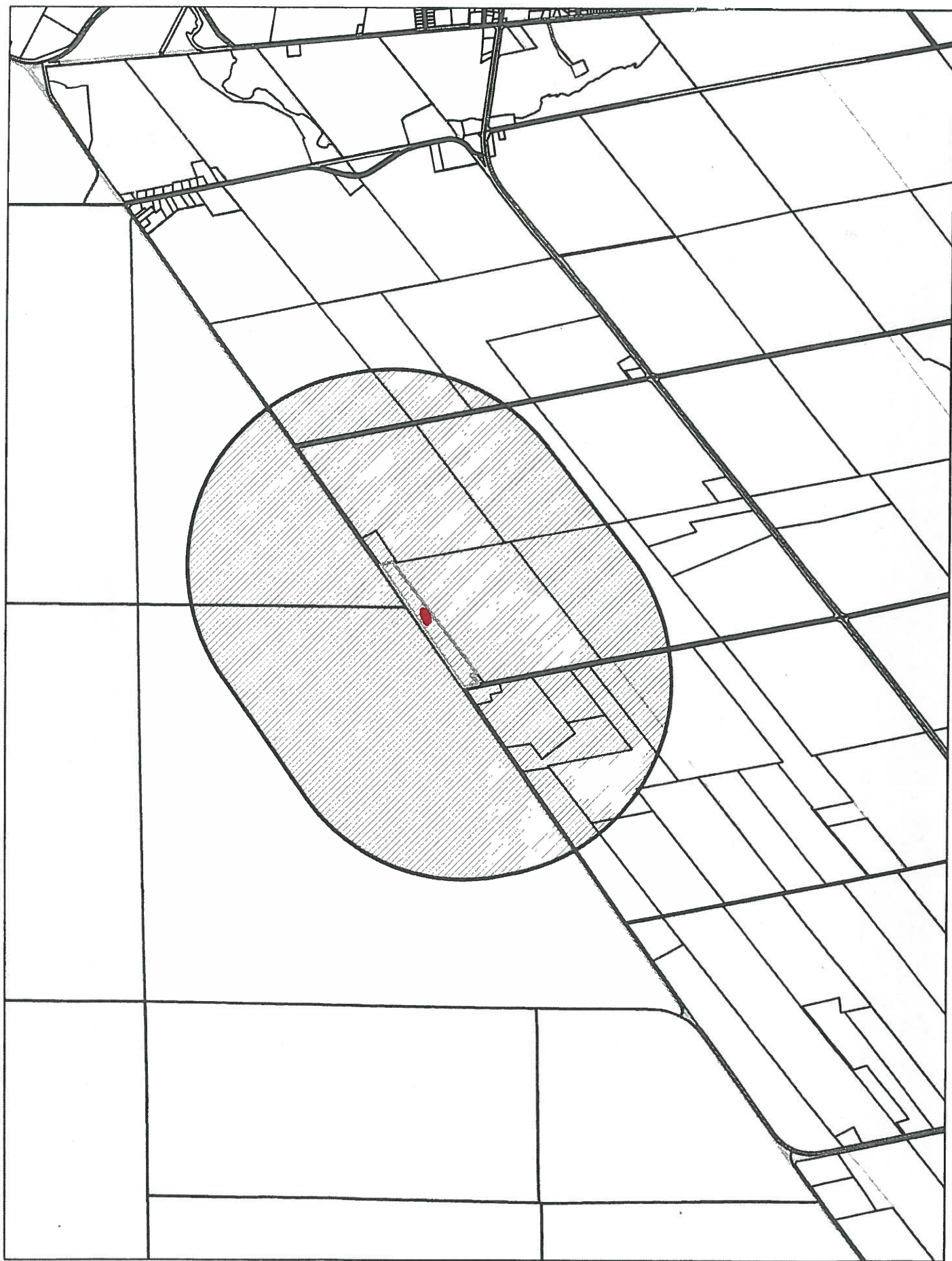




1465 Trussler Road

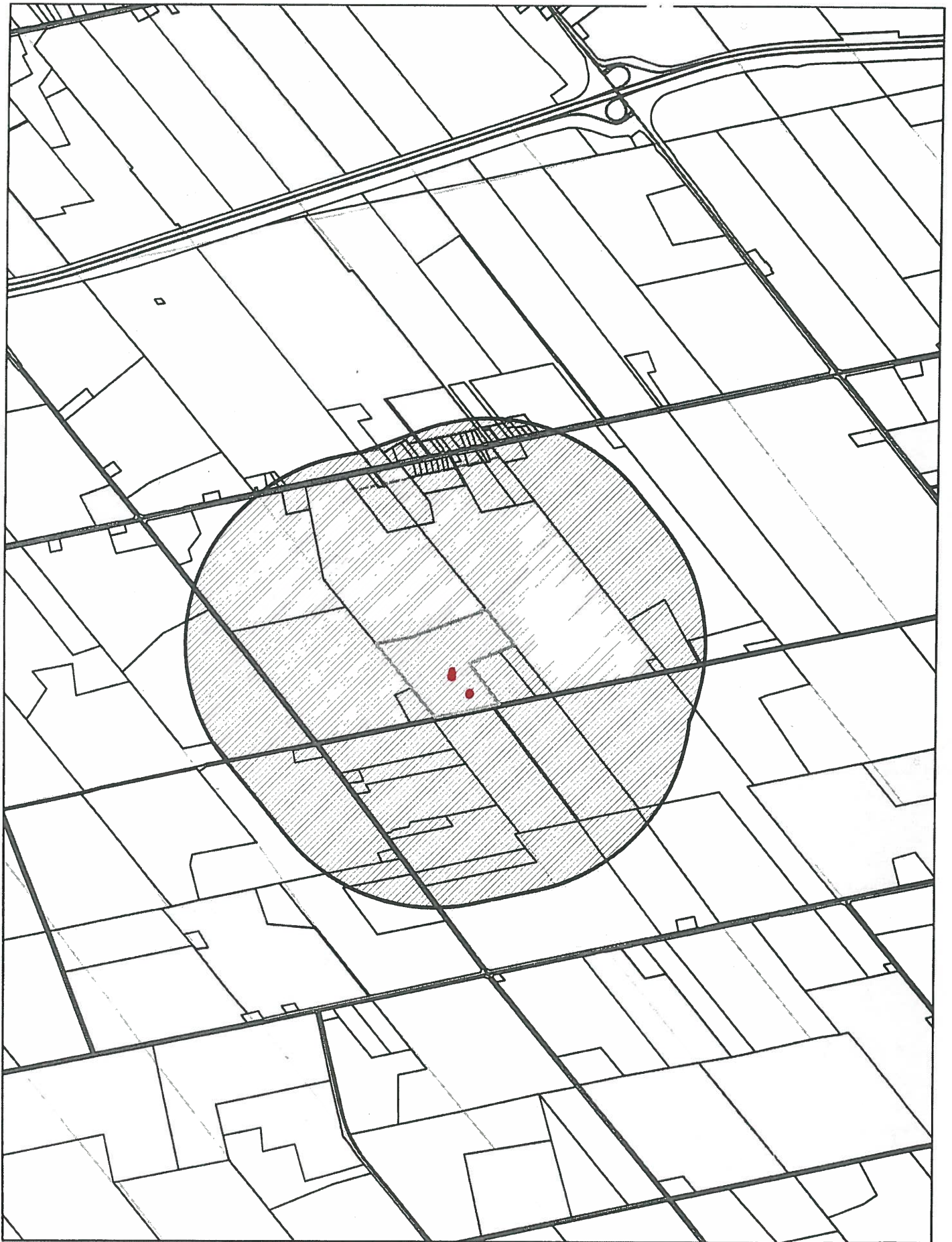


4933 Wilmot Easthope Road





2056 Witmer Road



August 15, 2014

Dear Mayor Armstrong & Wilmot Councillors:

I'm writing in regard to a recent article in the New Hamburg Independent about restrictions on outside time for dogs at the Country Paws Kennel on Carmel Koch Road. For close to three years now after a few recommendations from friends, I started taking my dog to Country Paws. From the first meeting with Glenda and Caroline I sensed a true love and caring in the work they do with the dogs. The mere mention of the words "Country Paws" has Saffron prancing around in anticipation of her weekly trip there. The first couple of times I almost missed the driveway as the sign for the kennel is recessed a bit into the woodlot. My very first impression as I turned down the laneway was, "What a neat place for a getaway cabin". No one would even know it was there. You are literally entering a lovely forested area. I felt like a kid again up north. If I was a dog this is the kind of place I would want to hang out in. I purposely roll down my windows to enjoy the view and listen for forest sounds as I drive down the twisty, bumpy gravel road. I can hear birds at times. To this day I've never heard a dog bark until I'm right up at the kennel.

I love forests and the country. I was a farm girl and I have many wonderful memories of it. However one of those not so lovely memories was the stench of manure. I didn't like it but I got used to it.

I don't know how long most of the neighbours have been living near this kennel but I think one would do their homework before locating near something they may have a low tolerance for. This kennel has been in operation since 1996. That's 18 years.

Why all the complaining about noise now other than this kennel owner just requesting what another kennel in the area already has?

Why is it that this is the only kennel in the area with these kinds of outside time restrictions for their dogs?

Let alone fair – is this healthy for these dogs?

I read also it's half the number of dogs that some other kennels have without the outside restrictions. Do these dogs happen to bark louder or is it just a higher tolerance level of other kennel area residents?

What makes this kennel so unique? I think I may know. It's the location. It's absolutely beautiful. Personally speaking if the kennel wasn't around I wouldn't mind a little cabin back there myself. Of course I'd have my dog Saffron with me.

Marlene Miller  
Baden, ON

**From:** Sherry Coman

**Sent:** Thursday, August 14, 2014 5:49 PM

**To:** Les Armstrong; Al Junker; Peter Roe; Barry Fisher; Jeff Gerber; Mark Murray

**Subject:** re: Country Paws kennel

Dear Sirs,

I am writing in support of Glenda Rutherford's bid to have the conditions on her kennel operations lifted. I am a customer of Country Paws: my dog has been boarding there regularly for three and a half years.

I appreciate that I do not live next to a kennel and do not have that first-hand experience. At the same time, I am not sure I understand why this kennel must live into certain conditions that other kennels don't have to abide by - conditions which may in fact be limiting to the wellbeing of the animals. As a customer of the business, I would like my dog to have the advantages of more outdoor time that are given to other kennels in the same region.

As you consider the concerns of the neighbours, please also keep in mind the welfare of the animals -- it is a very important consideration. Dogs who have to live within very specific outdoor time rules fall into challenges when there is torrential rain and/or severe weather during the allowable hours. What are they supposed to do then? Treating animals with set hours is problematic this way. Animals, particularly dogs, need access to space that allows for variations in the timing of weather and/or release and change from the social life of the dogs within the kennel to maintain a healthy and vibrant kennel life.

Glenda and Carolyn are awesome proprietors. I feel a loyalty to them that comes from knowing my dog is well cared for. From time to time they have observed behaviour and issues with my dog that I had not even noticed yet myself. They are friendly and accommodating people and they are good business people. But they need to be able to run their business in the best interests of the animals they serve and the customers those animals belong to. That means allowing them more appropriate space and outdoor time, or at least that equal to other folks operating similar kennel businesses.

I hope that these comments will be helpful to you as you continue to consider Glenda Rutherford's request. Thank you for your time and attention.

Yours sincerely,  
Sherry Coman

586 Penny Lane  
Waterloo, ON  
N2T 2L3  
519-570-2486



**From:** Yvonne Zyma

**Sent:** Tuesday, August 12, 2014 7:52 PM

**To:** Les Armstrong; Al Junker; Peter Roe; Barry Fisher; Jeff Gerber; Mark Murray

**Subject:** Country Paws Kennels concerns

I am one of many long term customers of Country Paws. I am writing this to show my support for them concerning restrictions being placed by the Township.

I am concerned that these restrictions may indeed affect the business itself. They have an excellent reputation, and people come from various parts of the Region because of this. They have won the Region Record's Readers' Choice award at least twice.

I have at no time heard any of the dogs barking when I am entering the property from the road. Out of curiosity I also stopped along the road near one the of the complainant's homes and heard nothing. Perhaps the bylaw should be guided by distance, such as some of the bylaws I researched before writing this.

This may be an issue beyond the bylaw, and more of a personal nature. I understand that some of the people involved are members of the same family, and are not simply "neighbours".

Country Paws is operated in a professional and responsible manner.

***Yvonne Zyma & Wolfe  
New Hamburg***

**From:** Thomas  
**Sent:** Tuesday, August 12, 2014 6:08 PM  
**To:** Les Armstrong  
**Cc:** Al Junker; Peter Roe; Barry Fisher; Jeff Gerber; [mark.murray@wilmot.ca](mailto:mark.murray@wilmot.ca)  
**Subject:** Country Paws Kennel request re Bylaw

Hello Les:

It is our hope that council will provide a fair hearing for Glenda and Carol as they provide a much valued service to the community at large. We feel that all kennels should be treated fairly and with the same set of guidelines no matter where they are located in the township. Presently limiting "outside - time" to 3 hours on a weekend is, in my opinion too restrictive and does not provide a good environment for the welfare of the animals.

We have used the services of this kennel for many years and have found them to be excellent care givers and would hope that the wellbeing of the animals being looked after would weigh heavily in the council's decision

Regards

Tom and Barb Riedel  
519-662-2503

**From:** Monica  
**Sent:** Tuesday, August 12, 2014 8:07 AM  
**To:** Les Armstrong  
**Subject:** country paws

Dear Mr. Les Armstrong,

This is in response to the article in the New Hamburg Independent, regarding Country Paws.

I am quite familiar with that area, as I grew up on Region Road 12, just down a concession from Country Paws (CP). In the past, my parents have used their facility and, now, my husband and I also count on their services.

I am struggling to believe the complaints of the neighbours. Our family property had a small farm adjacent to it, which had both goats and sheep on their property. The farm was closer in proximity to any of the properties would be to CP. We could hear the animals, but you really had to concentrate to hear them. It was simply a sound, which one associated with living in the country. Thus, I find it very difficult to believe that the neighbours are so overwhelmed with the sounds of the dogs. Anyone living in that area, choose to live in a farming community where they would hear animals making sounds. Clearly, if you don't want to hear animals, then consider moving to the city. What will the next complaint be... that the cows 'moo' too loudly and the animals smell? Will the farmers now need to keep the cows in the barn?

My husband and I were surprised to learn that the 3 hour restriction existed on the weekends. Our Newfoundlander dog, who ironically is not a barker, should not be inside for 21 hours of a 24 hour period. Caroline and Glenda, the owners of Country Paws, are very caring to Hudson, but we have to do what is best for our dog. Confinement is not best for him and we may have to search out another kennel, which has less restrictive outdoor times. I would assume that other owners will likely make a similar decision. To me, the neighbours are trying to find a round-about way, to close down a small business. They may succeed if the outdoor restriction is not modified.

I hope this information is helpful.

kind regards,

Monica Furniss Erling

J. Thomas Erling

----- Forwarded message -----

From: **roderick reid**

Date: Mon, Aug 4, 2014 at 4:13 PM

Subject: Country Paws

To: [lesarmstrong@wilmot.ca](mailto:lesarmstrong@wilmot.ca)

Dear Mayor Armstrong:

I read with great interest an article in the July 30th edition of the New Hamburg Independent regarding the interpretation and enforcement of the kennel by-laws affecting Country Paws. Your senior by-law officer seemed to be bewildered by the concerns as the noise levels were within reason, therefore it seems astounding that Ms Rutherford's request has been reacted to with such vehemence.

The surrounding neighbours who have lodged complaints and intimated further legal action appear to have a gang mentality and will not stop until their way is the only way. And considering this is a rural application where there is a barrage of noises and smells(farm machinery,bailers, tractors,drying equipment, manure, pigs, chickens,coyotes.....)the situation is quite amusing given the context. It is my understanding that bylaws are for the entire township,and to the benefit of all the residents not just the very vocal and powerful few.

I look forward to what happens next!

Yours truly,Sandra Kurek . Phillipsburg

**From:** Sandra Burt

**Sent:** Monday, August 04, 2014 7:02 PM

**To:** Les Armstrong; Al Junker; Peter Roe; Barry Fisher; Jeff Gerber; Mark Murray

**Subject:** country paws kennel

Dear Les Armstrong,

I am sending a letter in response to the recent article in the New Hambug Independent concerning Country Paws Kennel.

Sandra Burt

1277 Berletts Road

RR 1

St. Agatha, Ontario

N0B 2L0

August 2, 2014

Dear Les Armstrong,

I was very upset to read the article by Doug Coxson in the last issue of the New Hamburg Independent about some neighbours' concerns about noise levels at Country Paws Kennel.. I have been taking my dogs to this kennel for the past ten years, and I have always been impressed by the quality of care that the owners and staff provide for the pets in their care. They provide a very important service to the residents of Wilmot. I have never heard unusual noise levels coming from the kennel. Perhaps the Strauses, who built their monster home only recently, should have thought about the kennel before they made their living decision. The kennel has been running (with full approval from all levels of authority) since 1996. I fully support the owners' application for increased play time for the dogs. That would be the humane decision in this matter.

Sincerely,

Sandra Burt

**From:** Sarah Banbury  
**Sent:** Wednesday, August 20, 2014 1:48 PM  
**To:** [Les.Armstrong@Wilmot.ca](mailto:Les.Armstrong@Wilmot.ca)  
**Subject:** Country Paws Kennels

Mr Mayor:

I am writing to express my support for Country Paws kennels and the owner, Glenda Rutherford.

We live on the farm due south (1942 Wilby Rd) and although we do hear dogs barking at times, the noise is neither constant or bothersome.

The kennels were established many years before Mr. Straus built his house. He knew the kennels were there. He could have situated his house differently so that the sound would not bother him. If the kennels are so annoying, it should be up to him to rebuild the berm, make it higher, plant trees or erect a sound barrier.

As for peaceful country living, there are coyotes, who make noise at night, traffic noise from Notre Dame and Carmel Koch roads, farm machinery, airplanes, etc. The countryside is lovely to live in but it certainly is not dead quiet, and Mr. Straus who grew up nearby should have considered this when he chose to build his house in this location.

The kennels have many clients locally who would be very upset if they were made to curtail their business (myself included). It is absolutely unjust for someone to lose their livelihood because of a neighbour's inconvenience, especially when the neighbour chose to live there.

As I see it, Mr. Straus made the mistake of situating his house at the highest point with his open vistas directly towards the kennels. So the sound has a direct line to the back of his house. This was his mistake and not the fault of his neighbours.

I hope council will do the right thing and allow the kennels to continue operating without harassment from Mr. Straus.

Sincerely, Sarah Banbury

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

August 19, 2014

Attn: Mayor & Council

Re: Application to Expand Kennel License  
Country Paws Kennel, Carmel Koch Road, St. Agatha

Hello Again.

I understand there is a second public meeting next Monday to continue the discussion in relation to the possible lifting of the restricted hours the dogs at Country Paws kennel can be outside.

I want to reiterate and go on record with my opinion related to the possibility of you lifting the restrictions related to the hours.

I definitely do not want you to lift these restrictions. I understand these restrictions were put in place for good reason and everyone including the kennel owners agreed to them. I know from my experience the noise is bothersome when the dogs are outside and I don't want to hear them anymore or any longer than I do now.

I personally like dogs but in concentrations as they are when they are outside at the kennel they can be very loud I feel my personal space is being violated.

Also, I have three young children and I am concerned for their safety at times if and when the dogs get loose.

I unfortunately cannot attend the meeting but please know that feel the same as I did when I sent my previous letter to you.

Please do not lift these restrictions.

Sincerely

A handwritten signature in black ink, appearing to read 'Connie', with a stylized flourish at the end.

Connie Workman  
2381 Notre Dame Drive  
St. Agatha, ON, N0B 2L0

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

August 19, 2014

Attn: Clerk's Office

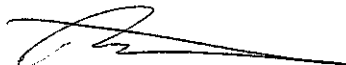
Re: Kennel Restrictions

I have some more information that I believe is relevant to the request by Country Paws Kennel (CPK) to have the current restrictions being lifted.

- 1) There are two errors on the satellite image of the kennel area which is the last page of the Wilmot Township Report No, CL 2014-21.
  - 1.1) This image is dated and as is no longer accurate as it refers to the cedar shrubs. The trees shown are not cedar shrubs but small spruce trees that I planted when I first purchased this property. These spruce trees were removed when the berm was installed. The berm is actually right on top of where these trees were. Therefore there are no evergreen trees in existence in this area, so based on that fact the result is zero noise attenuation. I have attached the image and marked it up for clarity (see Attachment "A").
  - 1.2) The second error is in regards to the note: "Outdoor runs surrounded by 1.8m high solid wood fence". This is inaccurate as the entire length of the south fence does not have a sliver of wood in its construction. The fact is it is a standard chain link fence. I have attached pictures for your review (see Attachment "B"). Clearly a chain link fence has zero value in regards to noise attenuation.
- 2) In the meeting held on July 21, 2014, Glenda Rutherford of Country Paws Kennel noted several municipalities that have no restrictions regarding when and how often dogs are allowed outside. Further she indicated they had no noise attenuation requirements. To be fair, most municipalities have general noise by-laws which apply across the board – including kennels – and some municipalities have specific by-laws governing kennels. For example, the Town of Minto limits kennels to 25 dogs maximum and provides for cancellation of licenses if persistent noise problems are not addressed; London, Guelph and Windsor prohibit persistent barking. I have attached a summary of these by-laws (see Attachment "C").
- 3) My wife, Linda and I as well as the neighbours realize the Township has had representatives sporadically monitoring for noise along the roadways near the kennel since this application was presented. We also are very aware that during this time "coincidentally" the noise emitting from the kennel has been reduced substantially or non-existent even during the allowable hours. As my property borders the kennel, I personally have walked over to the area on my property near the kennel on several occasions during these hours to find one or two dogs or no dogs outside at all. This is not typical of the situation which existed before this application to the Township was initiated by the kennel owner. Obviously the Township representative will hear little or no noise if there are only a couple – or no – dogs outside, rather than 48 dogs!
- 4) Please recall the agreement that Glenda committed to with her neighbours in 2008. This agreement was presented at the Council meeting in 2008 and is reflected in the current by-law. No change is required.

Based on my previous submittals and the above facts I request that this Council make the responsible and proper decision to turn this request down. My formal position has not changed: I am strongly opposed to this request being granted.

Sincerely



Russ Straus,  
2400 Notre Dame Drive, St. Agatha, ON, N0B 2L0



## APPENDIX A

Appendix G



10 5 0 10 Meters

These trees no longer exist.

1.8m high solid wood  
fence surrounding  
outdoor run

Kennel  
Building &  
Office

Mature Trees

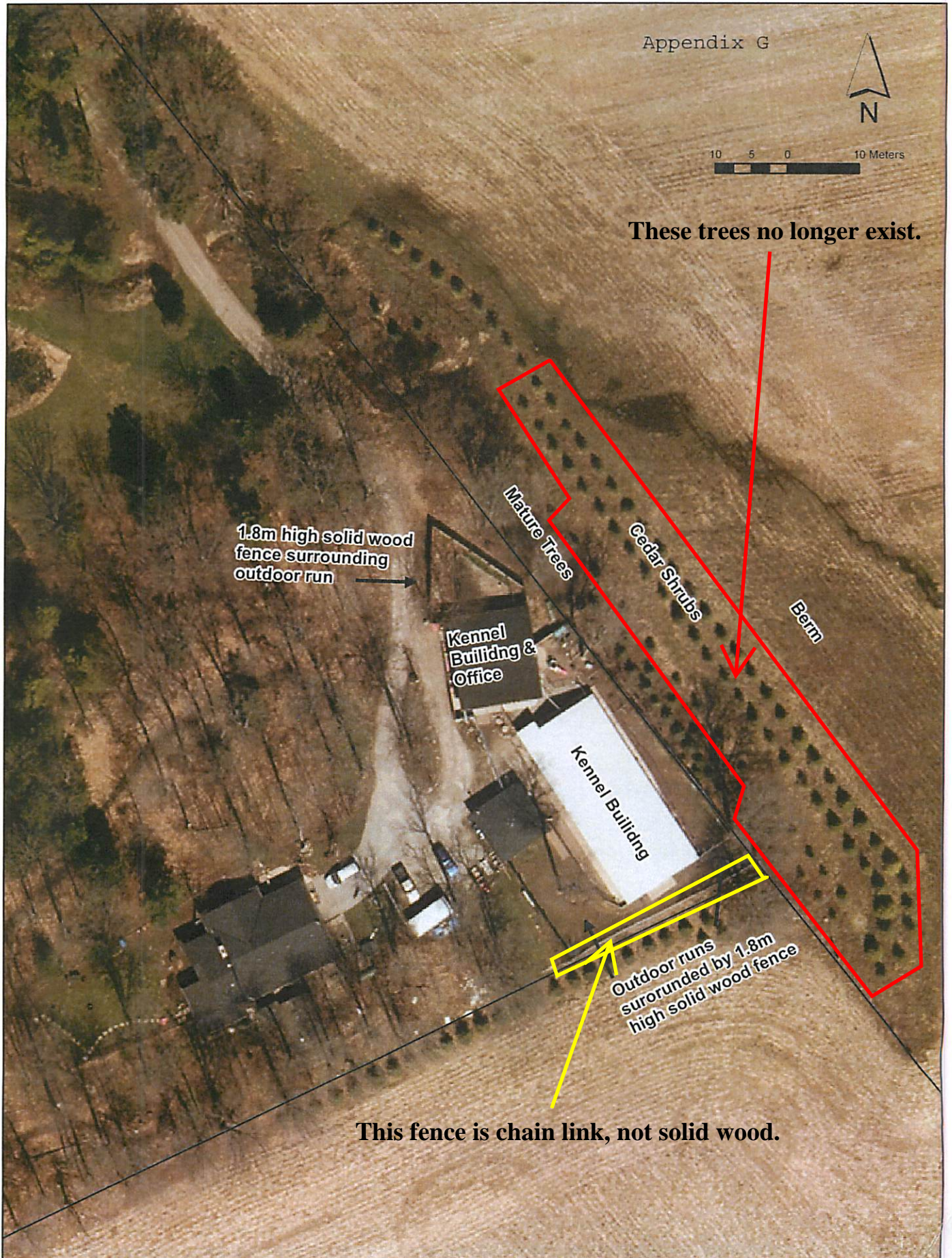
Cedar Shrubs

Berm

Kennel Building

Outdoor runs  
surrounded by 1.8m  
high solid wood fence

This fence is chain link, not solid wood.





## APPENDIX B



## **APPENDIX "C"**

### **Town of Minto**

Sections 3 and 4 of Part A of By-law 05-12 (to "Regulate and license the Keeping of Dogs and Dog Kennels") limit boarding kennels and breeding kennels to a maximum of 25 dogs.

Sections 7 and 8 of Part F provide:

7. The owner/operator of a Kennel shall provide acoustical barriers where necessary, as determined by the Inspector. Acoustical barriers are to be set out on the detailed site plan drawing and submitted with the application for Kennel License and may include, but it's not limited to solid fence and/or natural buffer of trees and/or mound of earth.

8. a) After having given thirty (30) days' notice in writing, the Town may, at any time, cancel a kennel license when it is of the Town's opinion that the continued operation of the kennel is not in the best interest of the Town. Such grounds for cancellation may include unresolved problems of noise, sanitation, care of dogs or uses other than permitted by the kennel license, as determined by the Town.

b) The aforesaid written notice shall state that the owner of the kennel shall have the opportunity to make submissions to Council, either written or in person, as to why the kennel license should not be rescinded: said submissions to Council must be made prior to the expiration of the 30 days notice of cancellation.

c) The written notice described in subsection a) above shall be delivered in person or mailed by prepaid registered mail to the registered owner of the kennel.

### **City of Guelph**

Section 5(1)(a) of the city's Noise by-law (16366) prohibits:  
the persistent barking, calling or whining of any domestic pet or any animal, except an animal used for and located on the property of an agriculture, livestock based use as set out in the City's Zoning By-law;

### **City of London**

Noise by-law, PW-12, Part 2: Qualitative Noise Prohibitions:  
Prohibitions -- deemed - Residential Area

2.4 At the specified times and clearly audible at a Point of Reception in a Residential Area:

Animal -- any time

(a) the persistent sound by any Animal under the care, control or ownership of the person that is clearly audible at a Point of Reception in a Residential Area at any time;

### **City of Windsor**

The city has an animal control by-law that is specific to dogs (245-2004). This by-law touches on noise restrictions:

#### **PART III - NOISE**

12. No Guardian shall permit persistent barking, calling, whining or other noise making by his or her dog that is clearly audible at a point of reception located in the City.

Windsor's Noise Control by-law (6717) includes provisions similar to other cities whereby persistent barking is prohibited at all times (Section 3(17)).

### **City of Brantford**

Section 7 of the city's Noise Bylaw (Chapter 554) prohibits, at all times:

Persistent barking, calling or whining or similar persistent noise making by any domestic pet or any other animal for any purpose other than agriculture.

The Corporation of the Township of Wilmot

60 Snyder's Road West

Baden, Ontario N3A 1A1

**Re: Country Paws Kennel Request to Remove Restrictions on Hours When Dogs are Allowed Outdoors**

Further to our letter to the Township of Wilmot dated July 11, 2014, we are again writing in response to the letter from Wilmot Township dated June 25, 2014 regarding a request from Country Paws Kennel on Carmel-Koch Road to have restrictions limiting the times when dogs may be allowed outdoors removed. Based on the Township's Report dated July 21, 2014, the recent request from Country Paws is in a letter signed June 6, 2014.

**We are writing to again request that the Township decline Country Paws request to have any restrictions removed.**

Additional points that we would like to identify to Township Council are as follows:

- In the Township's July 21, 2014 report, the Appendix G figure is inaccurate. There are no cedar shrubs as marked, and only limited, sparse mature trees. The implication that such trees and cedar shrubs may attenuate noise is inaccurate.
- We want to dispel any notion that it is only during the "allowable hours outdoors" that the dogs are noisy. Disruptive kennel noise certainly extends beyond the "allowable hours". Glenda Rutherford, owner of Country Paws, herself identified in 2008 that the dogs are noisy when cars and people come in for pickup and drop-off. The kennel's actual operating hours extend well beyond the "allowable hours" an ADDITIONAL 5 ½ hrs per day during the week, and an ADDITIONAL 6 ½ hrs per day on weekends. Removal of the restrictions on hours that dogs are allowed outdoors would subject us to excessive noise for an ADDITIONAL 5 ½ or 6 ½ hours per day!
- It is clear to us as neighbours that the dogs have largely been indoors, even during the "allowable hours", since Country Paws have made the request to remove the restrictions, as it has often been noticeably quieter. Twp. "monitoring" over the past few weeks simply is not representative of actual conditions. It is naïve of Council and Twp. Staff "monitoring" noise to think that Country Paws is not aware of the recent monitoring by the Twp. A Twp. truck or Councillor's car parked out front of the kennel or nearby is easily visible. Accordingly, Country Paws simply keeps the dogs indoors during "monitoring", and so conditions appear quiet.
- Council must recognize that this is temporary boarding, and even with the existing "allowable hours" that dogs are allowed outside many or most of the dogs are outside for longer than they may be when not in a kennel. A brief internet search of websites for other kennels indicates that at other kennels dogs may be allowed outside for only short periods of time a couple of times per day, or not at all unless an additional fee is paid. Ms. Rutherford's claim that her request to remove the restrictions is solely for the benefit of the dogs is ridiculous. The request is purely for the convenience of Ms. Rutherford. She simply does not care about the neighbour's enjoyment of their properties.
- Ms. Rutherford seemingly doesn't even know what the actual "allowable hours" are. In her June 6, 2014 letter, she is citing the more restrictive hours from 2003. She is either attempting to

mislead Council, or she simply is not even using the hours that she has been afforded by the increased / expanded hours agreed to with the neighbours, and endorsed by Council, in 2008.

- Ms. Rutherford's claim that hers is the only kennel in the Twp. with restrictions is irrelevant to this case. These are the conditions upon which Township Council permitted the kennel to expand and operate under, in part due an agreement Ms. Rutherford / Country Paws made with the neighbours. It is Site-specific. We have no idea of the physical and operating conditions of other kennels, nor the level of co-cooperativeness of other kennel operators with its neighbours. Ms. Rutherford's simply does not care about the neighbour's enjoyment of their properties, and chooses to operate a noisy kennel.
- The reason there have been no complaints is that we have upheld our end of the bargain, to try not to complain during the "allowable hours".
- Nobody knows what it is like living next to a kennel but us neighbours. Not Council. Not the Mayor. Not the By-Law Officer. And for you to believe that you do is naïve and unfair to the neighbours.
- Country Paws has a Contract with its neighbours and we intend to ensure it is enforced.

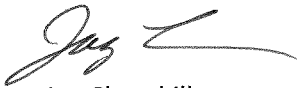
Township Council has approved, without exception, Country Paws numerous requests for kennel expansions and increases in the hours dogs are allowed outdoors, since the kennel opened in 1996. It is time that Council also looks out for the interests of other persons and families in the Township, namely the neighbours near Country Paws Kennels, and denies Country Paws' current request to remove restrictions. Enough is enough. We too are taxpayers.

If you have any questions in this regard, we can be contacted at (519) 634-5992.

Sincerely,



Linda Churchill



Jay Churchill

1896 Carmel-Koch Rd.

St. Agatha, Ontario N0B 2L0

**The Corporation of the Township of Wilmot  
60 Snyder's Rd. W.  
Baden, ON  
N3A 1A1**

August 19, 2014

**Attn: Clerk's Office**

**Re: Request by Country Paws Kennel to Lift Kennel Restrictions.**

Once again, thank you for the opportunity to present our concerns regarding the lifting of the current restrictions on the kennel.

Prior to, and since the township meeting we have become increasingly alarmed with the situation. We have observed the township vehicles at the roadside documenting the noise level produced from the kennel. The current level of noise is in no way remotely representative of what we experience on a daily basis. We suspect that the kennel is permitting only a fraction of the canines outdoors during the designated hours compared to how it typically operates. It is disheartening to think this type of deception is occurring to forward their own agenda. The blatant disregard for the impact on their neighbours and fellow community members is extremely frustrating.

Given this, we are firm in our opposition to the proposition to lift the kennel restrictions at Country Paws Kennel. As concerned members of this community who will be directly impacted by the relentless noise should the restrictions be lifted; this is our final plea to have the current restrictions upheld indefinitely.

Thank you again for taking the time to allow our concerns to be considered.



Tom & Stacey Straus  
1836 Carmel-Koch Rd.  
St. Agatha, ON  
N0B 2L0  
519-569-1282







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

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**REPORT NO.** CL2014-27  
**TO:** Council  
**PREPARED BY:** Dawn Mittelholtz, Deputy Clerk  
**DATE:** August 25, 2014  
**SUBJECT:** Lottery Licence Request  
Optimist Club of New Hamburg  
Moparfest Car Raffle

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### **Recommendation:**

**THAT** the application from the Optimist Club of New Hamburg be authorized for a raffle lottery licence for an automobile to be awarded at the annual Moparfest event on August 16, 2015 in addition to four early bird prizes with a total value of \$49,257.65;

**AND FURTHER THAT** the authorization to grant this raffle licence be conditional that the lottery be conducted in accordance with the Ministry of Consumer and Commercial Relations, the Lottery Licensing Policy Manual Guidelines on lotteries and raffles and Township of Wilmot Lottery Licensing Policies.

### **Background:**

A traditional and highly anticipated part of Moparfest is the Optimist Club of New Hamburg Car Raffle. In previous years there have been both new and antique vehicles and this has been a very successful fundraiser for the organization. In accordance with the Township of Wilmot Lottery Licensing Policies, for raffles with prize values from \$10,001.00 up to \$49,999.99, the organization must apply and receive Council approval for the lottery. The AGCO requires the organization to provide a bill of sale or letter from the dealer stating the full selling price of the vehicle which will be provided to the Lottery Licensing Officer with payment for the licence.

### **Discussion:**

The Optimist Club of New Hamburg has submitted an application to conduct a raffle lottery for prizes totaling \$49,257.65. The Optimist Club is asking for approval of the licence request and are anticipating to begin sales at the New Hamburg Fall Fair on September 11 through to the 14.



The prizes are two early bird draws of \$500.00 each taking place on June 1 and July 6, 2015. The grand prize is a 2014 Dodge Challenger Shaker which is orange with black striping. The car draw will take place at Moparfest on August 16, 2015.

**Strategic Plan Conformity:**

Through the granting of this approval the Township is supporting community events and celebrations, namely, Moparfest. Customer Service is strengthened by working with the Club to assist in their fundraising efforts. The Township is also integrating the volunteers and community groups (New Hamburg Optimist Club) and contributing to a bustling, year-round tourism as the Club attends events all over Ontario to sell the tickets and they will have the opportunity to become aware of Moparfest in New Hamburg.

**Financial Considerations:**

The Lottery Licensing Officer will collect the lottery licence fee upon issuing the licence in accordance with the Township's Fees and Charges By-law.

**Conclusion:**

That the request of the Optimist Club of New Hamburg to conduct a lottery be approved subject to compliance with the Ontario Lottery Licensing Policy and the Township of Wilmot Lottery Licensing Policies.



Dawn Mittelholz, Deputy Clerk



Barbara McLeod, Director of Clerk's Services



Reviewed by CAO



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

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<b>REPORT NO.</b>	<b>FIN 2014-24</b>
<b>TO:</b>	<b>Council</b>
<b>PREPARED BY:</b>	<b>Rosita Tse, Director of Finance</b>
<b>DATE:</b>	<b>August 25, 2014</b>
<b>SUBJECT:</b>	<b>Development Charges Background Study and By-law</b>

---

### **Recommendation:**

**That report FIN 2014-24 regarding the Development Charges Background Study and By-law be endorsed.**

### **Background:**

The Development Charges Act (DCA), 1997 and its associated regulations allow municipalities to impose development charges to pay for growth-related capital costs required to service new development.

The existing Development Charges by-law expires August 31, 2014 and is required to be reviewed/updated every five (5) years.

### **Discussion:**

In consultation with staff, the 2014 Development Charges (DC) Background Study was completed in July 2014 by Watson and Associates Economists Ltd.

In accordance with the provisions of the DCA, the study and the proposed DC By-Law were made available for public review and comment on July 28, 2014.

A public meeting was held on August 11, 2014, and at that time there were no comments or input received from interested parties.

The final stage begins with the passage of the Development Charges By-law. Upon adoption of the by-law, staff will notify the public of the final DC by-law within 20 days of its passing, and the subsequent appeal deadline through local newspaper or website within 40 days of its passing.

**Strategic Plan Conformity:**

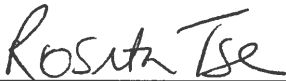
This report is aligned with the Strategic Plan goal of having a prosperous economy through supporting property owners to pursue development in employment lands, as well as enhancing people's mobility by improving the trail systems, bike lanes and other facilities and infrastructure across the Township.

**Financial Considerations:**

The new rates will be applied to building permits occurring on, or after September 1, 2014.

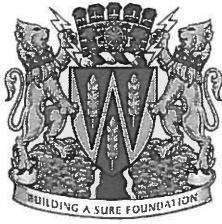
**Conclusion:**

Upon Council endorsement, staff will proceed with publishing the final DC by-law and subsequent rates in the local newspaper.



Rosita Tse, Director of Finance

  
Reviewed by CAO



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

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**REPORT NO.:** PW-2014-13  
**TO:** Council  
**PREPARED BY:** Gary Charbonneau, Director of Public Works  
**DATE:** August 25, 2014  
**SUBJECT:** Public Works Activity Report  
April - June

---

### **Recommendation:**

That the Public Works Department Activity Reports for the months of April, May and June 2014 be received for information.

### **Background:**

N/A

### **Discussion:**

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

### **Strategic Plan Conformity:**


Communicating municipal matters.

### **Financial Considerations:**

N/A

### **Conclusion:**

That the report be received for information.

  
Director of Public Works

  
Reviewed by CAO

**Township of Wilmot  
Utilities Manager Report  
April 1 to April 30, 2014**

**Water Main Breaks/Excavations**

- None

**Locates:**

- 8 individual/project locates

**Meter – New/Old Installations:**

- 16 installations/inspections/change outs

**Water Quality Issues**

- New Dundee Well NTU analyzer failed, flushed and sampled

**General**

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

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

None

## **Lift Stations**

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

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

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

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

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

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

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

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

## **Building & Grounds**

- Regular cleaning and maintenance

## **Fleet**

- Regular maintenance/oil changes
- Safety inspections and repairs

## **Snow Operations**

- None

**Township of Wilmot  
Utilities Manager Report  
May 1 to May 31, 2014**

**Water Main Breaks/Excavations**

- 27 Waterloo Street – service leak repair
- 394 peel Street – service leak repair
- 380 Joseph street – service box replacement
- New Hamburg grand stand – hydrant hit, excavated and replaced hydrant lead.

**Locates:**

- 12 individual/project locates

**Meter – New/Old Installations:**

- 13 installations/inspections/change outs

**Water Quality Issues**

- Planned well shut downs in New Dundee for retro fitting with new components

**General**

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

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

None

## **Lift Stations**

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

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

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

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

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

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

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

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

## **Building & Grounds**

- Regular cleaning and maintenance

## **Fleet**

- Regular maintenance/oil changes
- Safety inspections and repairs

## **Snow Operations**

- None



**Township of Wilmot  
Utilities Manager Report  
June 1 to June 30, 2014**

**Water Main Breaks/Excavations**

- Grandview Street – water main tapping for private hydrant at School
- 34 Stiefelmeyer – service box replacement
- 93 Victoria Street – service box replacement
- 72 Hostetler – service box replacement

**Locates:**

- 171 individual/project locates

**Meter – New/Old Installations:**

- 12 installations/inspections/change outs

**Water Quality Issues**

- Planned well shut downs in New Dundee for retro fitting with new components

**General**

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

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

None

## **Lift Stations**

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

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

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

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

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

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

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

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

## **Building & Grounds**

- Regular cleaning and maintenance

## **Fleet**

- Regular maintenance/oil changes
- Safety inspections and repairs

## **Snow Operations**

- None

# **Road Dept. Report**

**April 2014**

## **Structures**

- Bridge repairs on Oxford-Waterloo Road started this month.

## **Roadside**

- Cutting and chipping branches from ice storm.
- Cutting trees that were marked to be removed along the sides of roads.
- In a joint venture with Parks and Rec. we helped chip brush at Norm Hill park where residents were allowed to drop off branches from ice storm.

## **Drainage**

- Thawing out frozen culverts with our steam jenny.

## **Loose top**

- Grading gravel roads.

## **Hardtop**

- Cold patched potholes

## **Gravel Pit**

- Loosen up the gravel pile so we could haul some gravel to washouts on the gravel roads.
- Repaired gates at gravel pit.

## **Winter Control**

- Checking the roads for snow and ice on April 8,15,16/14.

## **Safety**

- Replaced stop signs and checkerboards as identified on the road patrol system.

## **Vehicles and Equipment**

- Washed trucks.
- General servicing of equipment.

## **Building and Grounds**

- Roof panel on salt storage building was replaced due to it tearing over the winter.

# **Road Dept. Report**

**May 2014**

## **Structures**

- Repairs to the bridge over the Nith River on Oxford-Waterloo Road continue.

## **Roadside**

- Used our gravel retriever on the paved sections of our rural roads.
- Picked up roadside dumping on Mannheim Rd. and Wilby Rd.
- Tree cutting on Berlett's Rd.
- Contractor hired to assist us in removing 4 large trees in towns.

## **Drainage**

- Replaced culverts on Bean Rd between Tye Rd. and Walker Rd. prior to the Tar and Chip surface being applied this year.
- A culvert needed to be replaced on Puddicombe Rd. north of Bethel Rd
- Inspected culverts on Bean Rd. between Walker Rd. and Oxford # 5 prior to road widening. Five need to be replaced.
- Catch basin repair on the corner of Grandview and Hunter St's in NH.

## **Loose top**

- Hauled and placed gravel on sections of Wilmot line.
- Grading the gravel roads.
- Re-gravelled Holland Mills Road and Diamond Road.
- Started applying dust control to the gravel roads.

## **Hardtop**

- 5 days of cold patching potholes. Some days we had 2 crews out.

## **Winter Control**

- No report

## **Gravel pit**

- Constructed a new haul road for access around the area currently being mined.

## **Safety Devices**

- Sign repairs made using road patrol work orders.

### **Vehicles and Equipment**

- Washed and greased equipment.

### **Building and Grounds**

- Regular weekly cleaning of the shops.

# **Road Dept. Report**

**June 2014**

## **Structures**

- Bridge repairs continue on the Nith river bridge.
- Swept bridges and box culverts in the Township.

## **Roadside**

- Started roadside mowing on the rural roads.

## **Drainage**

- Replaced culverts at 3 locations on Sandhills Rd. between Wilby Rd. and Carmel Koch Rd.
- Excavator hired to ditch and replace driveway culvert @ 1999 Berletts Rd.

## **Loose top**

- Hauled and graded gravel on Wilmot Line between Wideman and Berletts Rd's.
- Applying dust control to the gravel roads.

## **Hardtop**

- Hot asphalt patching with a loaner hot box until our new one arrives.
- Using our grader we paved a section of Bethel Rd. West of Trussler Rd that broke up from the winter.
- Paved broken sections of Wilmot Line from Wilby Rd. to Erb St.
- Paved sections using our grader on Perth St. NH.
- 4 days of asphalt padding Berletts Rd. in preparation of single surface tar and chip being applied.

## **Winter Control**

- No Report.

## **Gravel Pit**

- No report.

## **Safety**

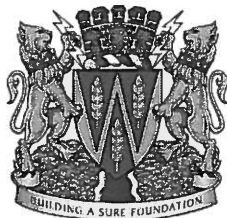
- Repairing signs listed on work orders from road patrol system.
- Instructor hired to re-train the staff on propane handling and lift truck operations. (1 day )

## **Vehicles and Equipment**

- Removed plow harnesses from dump trucks.

## **Building and Grounds**

- Trimmed grass around back compound of yard.



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

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**REPORT NO.** DS 2014-18

**TO:** Council

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

**DATE:** August 25, 2014

**SUBJECT:** July Building Statistics

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### **Recommendation:**

**That the July 2014 Building Statistics be received for information.**

### **Background:**

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

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

### **Discussion:**

The total number of permits issued in July 2014 was slightly higher than July 2013 and the 10yr average while the number of new home starts was significantly higher. As discussed in Report DS 2014-16 the reason for the spike in new home starts relates directly to the significant increase in the Region of Waterloo Residential Development Charge which took effect on August 1.

The July spike has returned year to date building activity levels to rates on par with budget projections.

### **Strategic Plan Conformity:**

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

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



**Financial Considerations:**

Building Permit fees are on par with budget estimates at this time. In the event that year end operating costs exceed permit fees of the Building Division, these funds are drawn from the dedicated Building Reserve Fund as per Bill 124 legislative requirements..

**Conclusion:**

In conclusion, Building Activity rates remain steady and are expected to achieve budget estimates by year end.

  
\_\_\_\_\_  
Harold O'Kraika, MCIP RPP  
Director of Development  
\_\_\_\_\_  
Reviewed by CAO

# BUILDING STATISTICS

Source: Township of Wilmot  
Development Services

MONTH OF JULY	10 Year Average	2013	2014
Number of Permits Issued	52	52	61
Dwelling Units Constructed	18	24	38
Dwelling Units Demolished	1	0	1
Residential - New Dwelling Units	\$ 4,073,500	\$ 4,875,000	\$ 7,800,000
Residential - Addition/Alteration	\$ 269,000	\$ 20,000	\$ 364,000
Residential - Accessory	\$ 296,500	\$ 160,000	\$ 245,000
Agricultural - New	\$ 421,000	\$ 685,000	\$ -
Agricultural - Addition/Alteration	\$ 17,500	\$ -	\$ -
Commercial - New	\$ 260,000	\$ -	\$ 5,000
Commercial - Addition/Alteration	\$ 36,000	\$ 60,000	\$ 210,000
Industrial - New	\$ 19,000	\$ -	\$ 25,000
Industrial - Addition/Alteration	\$ 32,000	\$ -	\$ 10,000
Institutional - New	\$ 4,000	\$ -	\$ 40,000
Institutional - Addition/Alteration	\$ 186,500	\$ -	\$ 100,000
Miscellaneous	\$ 29,500	\$ 170,000	\$ -
Total Construction Value	\$ 5,644,500	\$ 5,970,000	\$ 8,799,000
YEAR TO DATE	10 Year Average	2013	2014
Number of Permits Issued	261	257	240
Number of Dwelling Units	99	69	72
Total Construction Value	\$ 31,214,700	\$ 26,130,000	\$ 26,079,000

July 2014		
Residential - New		Institutional - New
BADEN		155 Livingston Blvd.
18 Bettschen Lane	98 Charles Street	2222 Snyder's Road
18-21-192 Brewery Street	51 Geiger Place	Institutional - Add.
1-4-192 Brewery Street	76 Jacob Cressman Road	1206 Snyder's Rd. W
11-17-192 Brewery Street	35 Michael Myers Road	Commercial - New
5-10-192 Brewery Street	A&B-58 Mill Street	17 Huron Street
NEW HAMBURG		Commercial - Add.
8 Dublin Crossing	142 Piccadilly Square	25 Byron Street
154 Hostetler Road	166 Piccadilly Square	Commercial - Alt.
425 Huron Street	151 Piccadilly Square	41 Heritage Drive
138 Piccadilly Square	196 Shade Street	82 Huron Street
147 Piccadilly Square		Industrial - New
Residential - Alteration		374 Hamilton Road
55 Reinhart Place	112 Stuckey Avenue	Industrial - Alt.
1-21-198 Brewery Street	25 Orchard Way	43 Arnold Street
1037 Foundry Street	134 Piccadilly Square	
92 Snyder's Road W	2258 Huron Road	
Residential - Accessory		
48 Brewery Street	67 Catherine Street	
33 Ditner Avenue	133 Eby Crescent	
36 Ditner Avenue	448 Fairview Street	
21 Erhardt Wagner Place	34 Hincks Street	
72 Hunsberger Drive	229 Hostetler Road	
40 Joseph Lichti Lane	74 Kettle Lake	
11 Mcfadyen Street	86 Park Drive	
165 Michael Myers Road	74 Weber Street	
133/135 Snyder's Road W	1188 Lisbon Road	
68 Walter Perry Place	2263 Huron Road	
58 Captain McCallum Drive	30 Erhardt Wagner Place	
74 Captain McCallum Drive		
Residential - Addition		
223 Brewery Street		
55 Reinhart Place		
Residential - Demolition		
3106 Notre Dame Drive		



## **Township of Wilmot REPORT**

**REPORT NO.** DS 2014-17

**TO:** Council

**PREPARED BY:** Harold O'Kafka, Director of Development Services

**DATE:** August 25, 2014

**SUBJECT:** 362 Fairview Street, New Hamburg  
Riverbend Brownstones Inc.  
Requirement for Municipal Sidewalks on Bleams

### **Recommendation:**

**That the Council accept the request of Riverbend Brownstones Inc. respecting the requirement for the construction of municipal sidewalks on Bleams Road West at this time.**

### **Background:**

The Township is in receipt of a letter from Tim Deutschmann and Herb Deutschmann of Riverbend Brownstones Inc. respecting the requirement that they link their proposed development at 362 Fairview Street to the existing sidewalk network.

The requirement for the construction of the internal and external sidewalk linkages stems from the comments included within Planning Report PB 2010-25 (November 22, 2010) and Planning Report PB 2011-03 (January 31, 2011). At the time Council considered these staff report neither the applicants (H&M Deutschmann Holdings) nor their consultants (GSP Group Inc.) raised any concerns with the requirements or comments contained within the section titled "Access and Walkability". That section was as follows:

#### ***"Access and Walkability***

*The application was revised to remove the apartment block on Bleams Road West from the proposal. In the original submission this block combined with the subject property would have provided sufficient width to gain access to Bleams Road West. The block was removed in order that the apartment building remain a separate entity from the proposed condominium. Despite the original proposal, the number of units in this development does not warrant two points of access given the ability of the layout to support turn around facilities for fire fighting equipment. The Building and Fire Departments had no concerns with the one point of access proposed.*

*With respect to traffic and safety concerns on Fairview Street, the Township Director of Public Works did not raise concern with respect to the potential increased traffic resulting from the new dwelling units nor the introduction of a new driveway to service the existing dwelling at 368 Fairview Street.*

*The proposed development incorporates an internal sidewalk that will connect the proposed development to both Bleams Road West and Fairview Street. Increasingly all levels of government are encouraging facilities to improve walkability within new and retrofitted neighbourhoods and developments. As part of this proposed development, the developer will be required to construct a sidewalk along Bleams Road West to connect the internal sidewalk with the sidewalk at the corner of Bleams Road West and Fairview Street. The sidewalk leading to Fairview Street will provide a connection to the existing municipal sidewalk. The existing sidewalk is located on the opposite side of Fairview Street (east side) to the terminus of the proposed sidewalk. Existing residents on the west side of Fairview Street are already required to cross the street to use the sidewalk. In the past sidewalks were only required to be constructed on one side of the street. Recognizing that if Fairview Street were to be reconstructed sidewalks on both sides of the street would be required, given constraints with topography and existing trees it would be onerous to require, as part of this development, a new sidewalk on the west side of Fairview Street."*

#### **Discussion:**

As the developer has begun more detailed design work through site plan approval it has become apparent that the costs of constructing the sidewalk on Bleams Road appear substantial. Notwithstanding that no estimates of costs have been prepared by the developer it would appear from site inspection that some challenges may present themselves. Further, the developer is of the opinion that the Bleams Road access is secondary at best as the primary access to the development for vehicles and pedestrians will be from Fairview Street.

Staff can concur that the Bleams Road pedestrian access is secondary and that its elimination will not unduly impact the ability of the development to connect with the existing neighbourhood via the Fairview Street sidewalk. To this end staff can support excluding the requirement for the sidewalk on Bleams Road at this time. That is not to say that staff do not believe a sidewalk in this location is logical and would also represent an orderly integration of this development into the existing neighbourhood.

The developer will still be required to construct internal sidewalks which lead to Fairview Street but the sidewalk connection to Bleams Road will be eliminated at this time and pedestrian access to Riverbend Brownstones Inc. from Bleams Road will be eliminated through fencing of the Bleams Road frontage.

Additional enhancements to provide an appropriate crossing from Riverbend Brownstones to the municipal sidewalk on the east side of Fairview Street will be required including appropriate curb cuts and sidewalk ramps on both east and west sides of Fairview Street.

**Strategic Plan Conformity:**

Ensuring that infill developments such as Riverbend Brownstones are connected to the existing sidewalk infrastructure ensures our growing community remains accessible and walkable.

**Financial Considerations:**

Not requiring the developer to pay the costs of installing the sidewalk on Bleams Road could transfer those costs to the general levy should the sidewalk be constructed in the future in the absence of development applications.

**Conclusion:**

In conclusion staff are can support the assertion of the developer that the Bleams Road pedestrian access, and therefore the Bleams Road sidewalk, are not required to achieve the Township goals of walkability and accessibility at this time.

The appropriateness of the Bleams Road sidewalk can be reconsidered should future development applications be filed. In the interim, until a Bleams Road sidewalk is constructed, pedestrian access from the development to Bleams would not be permitted and residents of this development will access the municipal sidewalk network via Fairview Street. Recognizing that the existing sidewalk is on the east side of Fairview Street additional works such as curb cuts and sidewalk ramps will be required through site plan control to ensure that safe and appropriate crossing is provided for residents of this development.

  
\_\_\_\_\_  
Harold O'Krafka, MCIP RPP  
Director of Development  
\_\_\_\_\_  
Reviewed by CAO

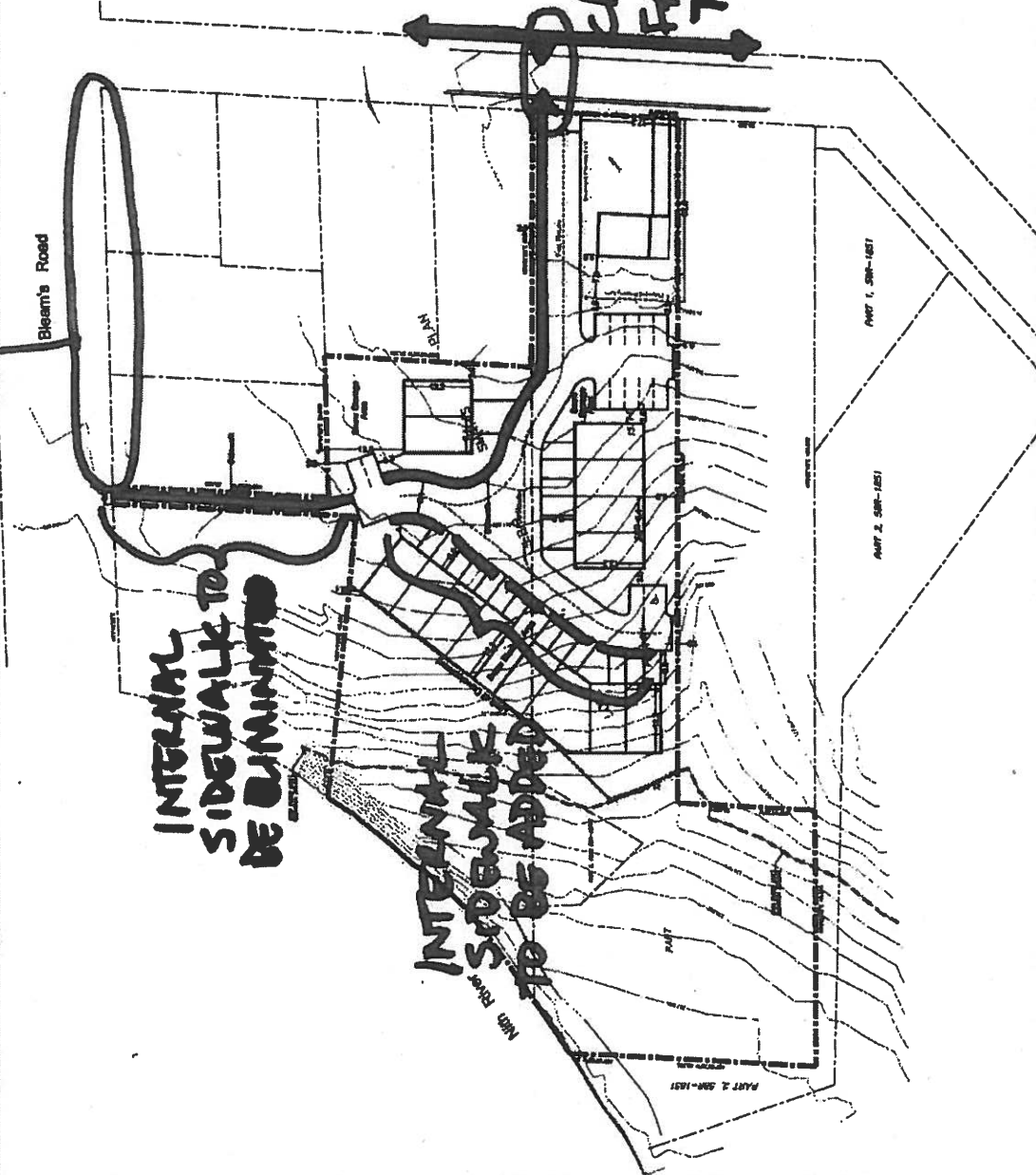
**DISPUTED STRETCH OF BLEAMS RD.  
SIDEWALK TO BE ELIMINATED**

# Revised Concept Plan

81 Bleams Road W &  
368 Fairview Street  
New Hamburg

Site Area: 0.88ha.  
14 Townhouse Units  
Parking Required: 3 spaces/unit = 42  
Parking Provided: 42 spaces  
Garage: 14 spaces  
Driveway: 14 spaces  
Parking Spaces: 14 spaces

**CROSSING POINT TO  
FAIRVIEW SIDEWALK  
TO BE ADDED**





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

**REPORT NO.** PRD 2014-11

**TO:** Council

**PREPARED BY:** Scott Nancekivell

**DATE:** August 25, 2014

**SUBJECT:** Tender 2014-24 Softball Diamond Lighting Systems

### **Recommendation:**

**That Tender 2014-24 to Design, Supply and Install Softball Diamond Lighting Systems at Sir Adam Beck Park, Baden and Norm S. Hill Park, New Hamburg, be awarded to Boshart Electric Ltd. for the bid price of \$131,176.55 net of the HST rebate.**

### **Background:**

In 2006, a safety inspection audit was conducted on all township ball facility light towers by an engineering firm retained by the municipality. Existing tower conditions were documented and priorities for repair and/or replacement were established.

The light standards with the highest priority for replacement have been dealt with (St Agatha in 2007, Petersburg in 2008, Norm Hill Park D#2, New Hamburg in 2009), and new diamonds with new lighting systems were installed in New Dundee in 2010. As per the safety audit, Norm Hill Park D#1 was scheduled for replacement in 2014. Due to advanced deterioration of the towers at D#2 in Sir Adam Beck Park, the light replacement project originally scheduled for 2017 was moved forward during the 2014 Capital Budget process to be addressed this year as well.

### **Discussion:**

On August 13, 2014 a total of four (4) tenders were received for the required works:

<u>Bidder</u>	<u>Bid Price (includes net HST)</u>
Dawson's Inc. (Gravenhurst)	\$234,811.12
Sentry Electric Inc. (Innisfil)	\$271,699.20
Boshart Electric Ltd. (New Hamburg)	\$131,176.55 (corrected)
D&D Electric Ltd. (Tavistock)	\$160,780.80

**Strategic Plan Conformity:**

Strategy: Maintaining our infrastructure.

Strategy: Ensuring people's safety.

**Financial Considerations:**

The total combined funding approved within the 2014 capital budget for the ball diamond lighting projects is \$160,000.00.

**Conclusion:**

Staff recommend that the low bidder, Boshart Electric Ltd., be awarded the contract to complete the necessary lighting works for diamond #2 at Sir Adam Beck Park in Baden, and diamond #1 at Norm S. Hill Park, New Hamburg

  
\_\_\_\_\_  
Director of Facilities & Recreation Services  
\_\_\_\_\_  
Reviewed by CAO





# GRAND Actions

The Grand River watershed newsletter



July/August 2014 • Volume 19, Number 4

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### Cover photo

A GRCA staff member takes down an ash tree at Puslinch Tract last July. This was the first place where the emerald ash borer was found in the Grand River watershed.

Photo by Kevin Tupman



## Do ash trees have a future in the Grand?

By Janet Baine

GRCA Communications Specialist

When it comes to the future of ash trees in the Grand River watershed, the news is grim.

There are only two options for ash trees and the GRCA is doing both of these — arranging to take infested ash trees down before they become a hazard to people and property and treating a few healthy ash trees with a bioinsecticide to keep them alive. Both options are costly.

“Unless we see a significant surprise on the part of nature, virtually all untreated ash trees over a couple of centimetres in diameter will be gone in 10 to 15 years. In some locations, such as at the head office in Cambridge, it will be even sooner — seven to 10 years,” says Ron Wu-Winter, the GRCA forester.

The ash are being attacked by the emerald ash borer (EAB) beetle, which has been dubbed a

beautiful killer. The EAB was first found in Ontario in 2002 and was first noticed in the Grand River watershed at Puslinch Tract, just east of Cambridge in 2010. These were the first ash trees that fell victim to the Eurasian insect. Other ash trees within the watershed were so weakened last winter that they came down during the ice storm and wind storms.



Cousin of the lilac and olive tree, the majestic ash trees were a popular replacement for the elm trees that had been devastated by Dutch elm disease, beginning in the 1960s.

The attack on the local ash trees is already well underway in many locations within the Grand River watershed — an area the size of Prince Edward Island. The GRCA owns a lot of land and as a result has lots of ash trees to contend with.





Forests with more than 30 percent ash face a serious threat to their overall structure and function once the ash are infested. Fortunately, there are not many of these kinds of forests within the Grand River, and they are not large. Most forests will survive the loss of these trees.

## The magic of neem

Another bit of good news is that healthy ash trees that are examined by a forester and found to be free of EAB can be treated with an bioinsecticide. The neem tree from India (the name is derived from the Sanskrit “Nimba” meaning “bestower of good health”) has turned out to be a crucial weapon in Canada’s battle against the ash borer.

In India, neem is regarded as a miracle plant. Everything from toothbrushes to painkillers is made from parts of this tree. The neem tree’s seeds are the source of azadirachtin, a natural insecticide, which is used in TreeAzin – the product developed in Canada to combat EAB.

“TreeAzin kills EAB larvae and also reduces EAB fertility and egg viability when EAB females feed on the tree’s foliage,

providing up to two years of protection. TreeAzin is effective at protecting trees without causing damage to passing wildlife or pets, nearby plants or gardens, pollinators including bees, or people. It is one of the few tools we have to protect healthy ash trees from EAB where they are injected – one by one,” according to Trees Canada.

TreeAzin is a systemic insecticide that can be injected directly into the base of the ash tree at several locations. Ash trees need to be treated with injections every two years for at least eight to 10 years in order to keep them alive.

Treatment is only suitable for the trees that are still healthy, are structurally sound and showing little to no signs of decline due to the insect.

## 200 lucky ash trees

Among his many other responsibility, Wu-Winter is searching out 200 healthy ash trees at locations across the watershed to inject

them with TreeAzin. In the ash tree lottery, these are the winners.

The GRCA’s goal for this program is to save the unique genetic material in local trees. Another goal is to keep ash trees for their aesthetic value and the unique services that they provide, such as providing shade on a beach. Keeping these trees alive will allow future generations to see what an ash tree looks like.

The trees that are being selected by Wu-Winter are usually within parks or near recreational areas. Not all 200 trees have been selected yet, but the plan is to have them all selected and injected this

summer.

In addition, cottagers at Belwood and Conestogo lakes can have the ash trees on their property assessed. If they are found to be healthy, the cottager can cover the cost of the TreeAzin product, while the GRCA will cover the cost of the equipment and labour related to the injections.

“There is a feeling of urgency to doing this, because we need to start injecting these

**“There is a feeling of urgency to doing this, because we need to start injecting these trees before they start to decline.”**

**-Ron Wu-Winter**



Photos by Kevin Tupman



A tree can be injected with a bioinsecticide around its trunk every two years. Ron Wu-Winter is selecting 200 ash trees on GRCA land to treat in this way.







trees before they start to decline. If we do it too late, then the success rate won't be as high," Wu-Winter says.

Any trees that are not injected will need to be taken down. While the GRCA staff have been bogged down by tree removal in the wake of the ice storm last December, they are just at the beginning phase of removing infested ash trees. The removal program will accelerate, taking more time and resources in coming years.

"Both options are expensive. We are treating 200 trees, so the bulk of the work is going to be hazard tree removal. The quantity of trees being treated is a token compared to the overall number of ash trees, but it is important for genetic preservation, and keeping the heritage of the ash tree."

The cost of treatment to the GRCA is \$15,000 each year just for the TreeAzin. This is a significant cost to keeping ash within the watershed, but the cost of removal can be high for large trees.

In some cases, especially in urban areas, it makes economic sense to treat a tree because the cost of removing a large tree close to a building is expensive. It can actually be cheaper to treat a tree for 10 years than to remove it.

If you have ash trees you want to protect or think your trees might already be infested with emerald ash borer, contact an arborist who has been certified by the International Society of Arboriculture to have them

treated with this extract.

### Buy local, burn local

EAB is the most recent in a series of species-specific attacks on trees that has resulted from invasive bugs inadvertently arriving in North America from afar.

Local trees have little or no resistance to these foreign invaders and the results can be devastating. This has been the case with Dutch elm disease, beech bark disease and pine shoot beetle. All of these diseases were brought into North America from other parts of the world and then spread as wood moved from place to place.

Now some American states have laws that prevent people from moving firewood more than 50 or 100 miles.

When you buy wood for camping, please get firewood locally — and burn it onsite. A campfire helps make trips to the great outdoors memorable, but firewood can also destroy the natural treasures that make camping and other outdoor activities enjoyable.

In fact, firewood infested with an insect or disease that is moved to a further location creates a "hot spot" — much like in a forest fire. Once started, it spreads the pest and its damage to the environment much farther.

While EAB is established in many parts of the Grand River watershed, signs of it haven't been found at other locations, so take care and buy and burn wood locally.

## HERITAGE RIVER

# 20 years of recreation

By Janet Baine

GRCA Communications Specialist

There has been a stellar increase in visitors to the river's edge over the 20 years since the Grand River system became recognized as a Canadian Heritage River.

Without a doubt, the increase in visitors was already well underway in 1994. The tide had already shifted from the 1950s, when parents warned their children not to go near the local waterways because water carried disease and people tended to dump their garbage near the water.

The designation of the Grand River and its tributaries was based on the excellence of river-based recreational opportunities provided by the river systems. Those opportunities are being recognized and tapped into even more today than they were in 1994. Increased recreational use of the river is a visible reminder of its recreational value in communities up and down the watershed.

National recognition helped bring



Out for a hike at Apps' Mill Nature Centre.



attention, funding and volunteers to improve the recreational features of the local waterways, but it has also brought a few new challenges.

Companies, like fishing and canoeing outfitters, have sprouted up throughout the watershed. In promoting their own businesses, they have also been promoting the Grand River locally, nationally and internationally. Many have been donating funds and staff time for river projects. Municipalities and tourism organizations have been promoting recreational activities in the Grand.

## Nature close to home

Nature close to home is part of the localization movement. Just as people want to eat local food, there is a noticeable increase in “staycations” and mini-holidays close to home. Rather than sitting on Highway 400 to head north for a weekend getaway, people realize they can also have an outdoor experience on the water or trails close to home. For those who are less experienced with outdoor recreation or families with young children, it is good to be closer to home.

An increasing awareness of the health benefits of getting outside regularly for both mind and body is another reason why river recreation has increased over the past 20



The beach at Shades' Mills Park is a great place to enjoy a summer day. If you would like to know about beaches that are open, check the Newsroom on [www.grandriver.ca](http://www.grandriver.ca).

years. As the world gets busier and more connected, people need to go to a riverside trail or look out onto a reservoir to come back to the moment and find themselves again.

Fishing, canoeing, hiking, cycling and camping have long been favourite outdoor activities and all of these seems to be on the increase. Active transportation groups are engaging people while outdoor businesses and clubs are thriving. Kayaking is more popular and stand-up paddling (SUP) is a new and growing pursuit. Local river trips and hiking has eventually led many local resident to develop the skills and stamina for extended wilderness or hiking trips in Canada's north and abroad.

Volunteer groups like Friends of the Grand River have done an incredible amount of work to bring about these changes by improving river access points. Hiking organizations and municipalities ensure there are hundreds of kilometres of trails within the Grand River — so many, in fact, that there is no comprehensive hiking trail map for the watershed, although there are a few trail books.

At the same time, interest in “citizen science” activities, such as bird, butterfly and turtle monitoring, native plant cultivation and weather watching are also on the rise. For example, teams of volunteers watch the bald eagle nests in communities along the Grand River, because these majestic birds are back and raising their young by the river. Certainly these activities are really helpful to scientists and river managers to help determine the ecological health and improvements that can be made to the natural heritage system.

Municipalities such as the City of Guelph

and Brantford have Parks and Recreation master plans that incorporate river recreation in their communities, but there is no overall river recreation master plan for the watershed.

Conflicts can arise. Last July, the County of Brant sought a solution to increasing visitors to a park in Paris due to outfitters who brought buses with paddlers to paddle the Grand. The municipality implemented permit fees for outfitters to launch boats from county-owned river access points. Signs are now posted at river access points to say that any commercial use of the site requires a permit. This was a way to alleviate complaints from nearby residents.

In the late '90s, recreation groups applied for a grant to create a recreation master plan for the Grand River watershed but that bid was unsuccessful.

“There has been no one to take the lead on it, so there are still the same issues now as in 1994, except the recreational areas near the river are busier now,” explains Barbara Veale, who led the Heritage River designation.

“There are more trails and access points, so the issues around use of the river are still there, but I think that each recreational provider or municipality is dealing with it independently, rather than through a recreation master plan.”

## River recreation surveys

DSS Management Consultants Inc., on behalf of Environment Canada, is carrying out surveys to learn more about recreational activities along the Grand River. Recreational river users can participate in these surveys on boating, fishing and swimming at [www.grandriver.ca.newsroom.news.cfm](http://www.grandriver.ca.newsroom.news.cfm).



Photo by Virginia MacDonald

Kayaking on the Grand River in Brant County.



## LOOK WHO'S TAKING ACTION

### Craig Campbell an eco-hero

A member of the Kitchener-Waterloo Field Naturalists was among the recipients of the conservation awards given out by Ontario Nature last month.

Craig Campbell, a member of the Kitchener-Waterloo Field Naturalists, received the W.W.H. Gunn Conservation Award for demonstrating outstanding personal service and a strong commitment to conservation.

Campbell has devoted his working life to the study of Ontario's natural heritage, and has played a major role in documenting the occurrence of many endangered species. Most notably, he was instrumental in the Regional Municipality of Waterloo's adoption of environmental planning and the identification of Environmentally Sensitive Areas. In addition, Craig has contributed to countless citizen science initiatives including censuses, surveys and atlases.



Photo by Brett Woodman

Craig Campbell



Photo by Kevin Tupman

Tires frozen in place last fall at Shade's Mills reservoir are not yet removed because of the wet spring kept water levels high. However, all tires will soon be removed.

## A tiresome sight at reservoirs

It is a puzzling sight for a summertime paddler or shore explorer to spot a few dozen tires just below the surface of the water in a GRCA reservoir.

During the 1980s, tires were placed in the large reservoirs as fish habitat. In fact, tires were put in large bodies of water around the globe to create an artificial reef that could become home to aquatic life. GRCA ecologist Robert Messier said the tires in the reservoirs worked — he helped put them in place and later went snorkeling, where he saw the fish using them. They transformed the featureless bottom of the reservoirs by creating crevices and places for fish to live and breed.

But times have changed and the tires are now being removed.

"In the 1980s there was no tire recycling industry, so we had to repurpose, to find an alternative use for old tires. This was one of them. Now, the tire recycling industry is strong, there are so many products that can come out of used tires," Messier explained. The tires were placed in Belwood Lake, Conestogo Lake at Shade's Mills and a small area of Guelph Lake.

"We learned that tires are not suited for reservoirs, where water levels change and the

tires are exposed to more severe climactic conditions. The hardware to hold them down deteriorated and they have started spreading out to become less and less effective," he said. Volunteers such as the Kitchener Bass Masters have been a huge help by removing the tires when conditions allow. This is done during the fall when water levels are low, but the tires have not yet frozen in place. Soon they will all be gone.

"We're looking for another natural solution to create habitat that would be compatible with overall use of the reservoirs, so recreational users don't have any problems with them and the material doesn't come loose and clog up the dam," Messier said.



Tires as seen from the water last summer.





Photo by Kevin Tupman



Photo by Kellie Superina

Oven birds (left) and scarlet tanagers (right) are two species of birds that could be more frequent visitors to the area around Conestogo Lake thanks to tree planting on former farmland next to the park. About 70,000 trees will be planted over the next two years to increase habitat for many birds, plants and animals.

# New forests will grow on former farm fields

By **Dave Schultz**

GRCA Communications Manager

**N**ew forests are rising on old farm fields in Mapleton Township in an effort to improve water quality in streams feeding Conestogo Lake reservoir.

About 70,000 trees are being planted this year and next on two parcels of land totalling 40 hectares (100 acres) on the north side of the reservoir.

The GRCA is planting a variety of species that are native to the area, including spruce, tamarack, white pine, bur oak, silver maple and cottonwood.

In addition to the new forests, the GRCA will also do some reshaping of the landscape to create some seasonal wetlands that will also help improve water quality and provide additional habitat.

As the trees grow in coming years, the areas will quickly become home to a variety of animals, such as deer and wild turkeys. Later, as the forests mature, it's expected that several bird species including scarlet tanagers, ovenbirds and great horned owls will take up residence.

A 12-hectare parcel near Wellington Road 10 and Concession Road Five has been planted this year. The second parcel of 28 hectares is near Concession Road 5 and Sideroad 15. About 18 hectares has been

planted this year and the rest will be planted in 2015. The land was acquired by the GRCA when it built the reservoir in the 1950s. It has been leased to farmers since then.

These two parcels of land were prone to erosion which sent a lot of sediment down the streams into the reservoir, explained Ron Wu-Winter, watershed forester with the GRCA. In addition, the sediment also carried nutrients – phosphorous and nitrates – which are found in manure and commercial fertilizers. The nutrients would spur algae and plant growth in the reservoir, resulting in lower water quality.

The northwestern part of the Grand River watershed contains some of the best farmland in Ontario. As a result, the forest cover is some of the lowest in the watershed. Forest cover is estimated at 15 per cent or less. A healthy watershed should have forest cover of about 30 per cent.

Trees help raise water quality in several ways. They soak up nutrients in the soil, so reduce the volume that runs off the surface into a watercourse. Trees along a stream shade it, keeping it cooler in summer which is good for some coldwater fish species.

The total cost of the project is about \$150,000. About \$50,000 was contributed by the Grand River Conservation Foundation. It is also supported by the Trees Ontario

Foundation which is contributing \$65,000.

## Tree Facts

- Across the entire watershed, the GRCA is planting about 400,000 trees this year, including 95,000 on its own land and 300,000 in partnership with private land owners.
- The GRCA operates a nursery near Burford, in Brant County, where it grows more than 150,000 trees a year from 60 different species.
- Since it was created in 1934, the GRCA has planted more than 27 million trees on both private land and its own land.
- The Grand River watershed was 85 per cent forest 200 years ago. However, tree cover dropped to just five per cent by 1900 as land was cleared for farming and urban areas. Today, the tree cover has rebounded to about 19 per cent. Environment Canada suggests a healthy watershed needs a tree cover of about 30 per cent.
- To learn more about the GRCA's tree planting program, go to the Tree Planting section of the GRCA website at [www.grandriver.ca](http://www.grandriver.ca). The GRCA helps private landowners develop planting plans, plant the trees and find grants to offset costs.





Photo by Karen Idzik

The Belwood Lake Cottage Association, an organization representing around 300 cottage owners on Belwood Lake, donated two benches. The donation was made through the Grand River Conservation Foundation. From left are Craig Bolton, GRCA superintendent of property, Sam Lawson, GRCA manager of property, Jane Mitchell, chair of the GRCA, cottage association president Keith McKee and vice-president John Hamilton.

## Many updates in 2015 at Apps' Mill Nature Centre

Apps' Mill Nature Centre in Brant County will get a major upgrade next year thanks to donations made through the Grand River Conservation Foundation.

SC Johnson, a long-term partner of the GRCF and strong supporter of GRCA outdoor education programs, has taken a leadership role on the renovations with a \$100,000 donation. This will support upgrades to classroom and outdoor learning spaces as well as improved accessibility to the centre. SC Johnson is a Brantford company and a former recipient of an Honour Roll Award from the GRCA.

"Since 1917, SC Johnson has been a proud corporate citizen of Brantford and has remained committed to helping make life better for the environment, families and children" said Ana Dominguez, vice president and general manager, SC Johnson Canada. "We believe that by making this donation to the Grand River Conservation Foundation we will continue our long-standing support of environmental education

### FOUNDATION

for the children in our community."

The nature centre was constructed in 1980 thanks to a major donation from SC Johnson. The official opening was October, 1981.

About 5,000 students visit Apps' Mill each year from both public and separate schools. They attend many curriculum-based programs to learn about nature during the school year and camp programs take place when school is not in session.

To help increase the opportunities the centre is able to provide to visitors, the Walton Group of Companies has also made a contribution that will create an outdoor classroom as well as provide a new all-terrain wheelchair that will make the entire property accessible to those with limited mobility. Joel Doherty, senior planning and development manager believes that these new features will allow visitors the chance to

develop an even greater appreciation for the outdoor space around Apps' Mill. "There are so many incredible places to explore on this property, we wanted to be sure that as many visitors as possible have the chance to experience them," said Doherty.

Improvements that are being undertaken include an elevator, exterior landscaping such as the outdoor classroom, ramps, better storage, fully accessible washrooms and classroom upgrades.

"Over the years our donors have helped the GRCA to do a lot of smaller projects, such as trail work, constructing a bridge and restoring Rest Acres Creek," said Sara Wilbur, executive director of the GRCF. "But it is time for a big facelift for the nature centre due to wear and tear with all the visitors it receives. Thanks to the generosity of many donors, we are expecting the work to be carried out next year."

So far about \$250,000 has been raised of the \$300,000 that is needed.

If you would like to contribute to this or any other project supported by the GRCF, please contact Sara Wilbur at 519-621-2763, ext. 2272.

## New appointments to Foundation board

Two new directors were appointed to the Grand River Conservation Foundation in June — Wayne Fyffe of Paris and James den Ouden of Kitchener.



den Ouden



Fyffe

At the same annual general meeting, Brantford resident Joy O'Donnell was elected as chair while Doug Brock from Waterloo became the past chair.

The Foundation's 2013 Annual Report was approved and tells the stories of individuals and organizations that support the Foundation. It is posted on [www.grcf.ca](http://www.grcf.ca) and printed copies are also available.

Founded in 1965, the GRCF channels donations from individuals, foundations, groups and businesses to Grand River Conservation Authority projects. More than \$10 million has been raised so far.



## THE GRAND CALENDAR

### Movies under the stars at Shade's Mills Park, Cambridge every Friday Night

Every Friday at nightfall (weather permitting) there is a family movie at Shades Mills Park and these continue until Sept. 5. Check the Newsroom on the GRCA website to find out which movies are playing and the start times.

### Trees and Trout Workshop, Cambridge, Aug. 13

Paddock Farms, 4232 Wellington Road 35, Cambridge

This workshop will help property owners from across the watershed learn what they can do on their land to help improve fish habitat in nearby waterways by planting trees, shrubs and native plants. It takes place at 7 p.m. and is free. RSVP: before Aug. 11 to at the GRCA 1-866-900-4722 ext. 2262 or [mhenderson@grandriver.ca](mailto:mhenderson@grandriver.ca).

### Youth Outdoors Day, Luther Marsh Wildlife Management Area, Sept. 13.

A fun-filled day of outdoor activities that is free to all youth ages 9 to 16 and is limited to the first 200 who register in advance. They may have the opportunity to build bird houses, band birds, try a bow and arrow or fly fishing, use a dip net or learn about camping. Registration is free and can be done online at [www.youthoutdoorsday.com](http://www.youthoutdoorsday.com).

### Grand River Spey Clave, Brant Park, Saturday, Oct. 4 & 5

The Spey Clave website has details,

including biographies of the instructors for this annual event that teaches techniques for spey fishing. Around 250 participants are expected at this event, which started in 2007 and was moved to Brant Park in 2013. If the river conditions are safe, there will be lots of opportunities for on-stream testing of spey equipment. Top instructors from around the world have attended and shown their skills in Traditional, Skagit and Scandinavian Spey techniques on the banks of the Grand River.

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

### Run for the Toad, Pinehurst Lake Park, Saturday Oct. 4

Runners and walkers representing many provinces and states participate in this event, which is Canada's biggest trail event. The 25 and 50 km trail races sell out before the event starts. Refer to the website [www.runforthetoad.com](http://www.runforthetoad.com) for more information.

### Bats are Fun, Shade's Mills Park, Aug. 16

Let's debunk the myths and mysteries surrounding bats, starting at 7:30 p.m.

During this program, kids and parents will play bat and moth (a sensory skill game), build a bat kite and, as darkness descends, embark upon a bat detection hike. Children under 16 must be accompanied by an adult. Meet at the boat launch parking lot.

Note: GRCA events are listed in the calendar section at [www.grandriver.ca](http://www.grandriver.ca).

Summer is a great time to get a close look at some of the creatures that live in the watershed, such as Ontario's only insect-eating snake, the grass snake or they blanding's turtle with its yellow underside. Please look out for baby snappers at the end of the summer.

## 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](http://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.

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14-64166

Mr. Grant Whittington,  
Chief Administrative Officer  
Ms. Rosita Tse  
Director of Finance/Treasurer  
Township of Wilmot  
60 Snyder's Road West  
Baden, ON N3A 1A1

Dear Mr. Whittington and Ms. Tse:

As the Minister of Municipal Affairs and Housing, I am pleased to be writing to you to present you with the enclosed certificate in recognition of your collective effort and contribution in preparing the Township of Wilmot's 2013 Financial Information Return.

As you know, the Financial Information Return (FIR) year-end reports capture important financial and statistical information for each municipality in the province. This assists the Ministry of Municipal Affairs and Housing in providing the most current information to the growing number of users of our municipal database.

Strong relationships and open communication are the foundation for creating strong and sustainable communities. I would like to thank you for your efforts to ensure that timely, reliable and accurate information is submitted in the Financial Information Return. I look forward to continuing to work together for the benefit of all Ontarians.

Best regards,

A handwritten signature in black ink, appearing to read 'Ted McMeekin', written over a circular scribble.

Ted McMeekin  
Minister



Presented to

**The Chief Administrative Officer and the Treasurer of the  
Township of Wilmot**

In recognition of your collective effort and contribution in preparing the  
Township of Wilmot's

**2013 Financial Information Return**

July 31, 2014

Présenté au

**directeur général et à la trésorière du canton de Wilmot**

En reconnaissance de votre collaboration et de vos efforts collectifs  
pour préparer le

**Rapport d'information financière de 2013**

du canton de Wilmot

31 juillet 2014

A handwritten signature in dark ink, appearing to read "Ted McMeekin".

**Ted McMeekin**  
Minister of Municipal Affairs  
and Housing  
Ministre des Affaires municipales  
et du Logement

A handwritten signature in dark ink, appearing to read "Laurie LeBlanc".

**Laurie LeBlanc**  
Deputy Minister of Municipal Affairs  
and Housing  
Sous-ministre des Affaires municipales  
et du Logement



# Grand River Conservation Authority

## General Membership/Strategic Planning Meeting

**Friday, May 23, 2014**

The following are the minutes of the General Membership Meeting held at 9:30 a.m. on Friday, May 23, 2014 at the Administration Center, Cambridge, Ontario.

### **Members Present:**

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

### **Members Regrets:**

R. Deutschmann, R. Hillier, F. Morison, S. Schmitt

### **Staff:**

J. Farwell, K. Murch, D. Bennett, D. Boyd, N. Davy, K. Armstrong, J. Griffin, S. Lawson, S. Radoja, T. Ryan, D. Schultz, G. Sousa, J. Etienne, N. Garland, F. Natolochny, B. Parrott, S. Shifflett, S. Wilbur

### **Also Present:**

H. Handy, Associate, GSP Group Inc.; F. Hasan, Property Owner; L. Jetchick, Friends of Dumfries.

### **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 21 members present. A total of 22 members attended the meeting.

### **3. Chair's Remarks:**

J. Mitchell welcomed members, staff and guests and made the following comments:

- On May 10, 2014 J. Mitchell attended Waterloo Earth Day at Laurel Creek Park.
- On May 14, 2014 J. Mitchell attended the Brantford/Brant Children's Water Festival.

- Upcoming events include the Waterloo-Wellington Children's Groundwater Festival from May 26 to May 30, 2014; Dumfries Kitefest on June 1, 2014; the Grand Opportunities Flyfishing Forum on June 8, 2014; and the Party in the Park at Guelph Lake on June 22, 2014. Further information regarding events can be found on Grand River Conservation Authority's (GRCA) website.
- GRCA will be participating in Doors Open Waterloo Region on September 20, 2014. The Administration Centre will be open to the public. There will be displays about GRCA programs and projects. There will also be guided tours of the Flood Operations Centre and Shade's Mill Dam to learn about the GRCA's flood control program.
- The members were reminded that the Special Recognition Committee would meet following this meeting.
- J. Brenner thanked D. Boyd for presenting the Water Management Plan (WMP) to Town of Erin Council.
- J. Mitchell said that she received positive feedback with respect to D. Schultz's presentation regarding the past and future of the Grand River watershed at the Homer Watson House and Gallery.
- W. Stauch commended D. Schultz with respect to his presentation at Cambridge City Hall regarding the 1974 flood.

#### **4. Review of Agenda:**

There were no additions to or deletions from the agenda.

Moved by: J. Brennan  
Seconded by: J. d'Ailly  
(Carried)

THAT the agenda for the General Membership/Strategic Planning Meeting of May 23, 2014 be approved as circulated.

#### **5. Declarations of Pecuniary Interest:**

There were no declarations of pecuniary interest made in relation to the matters to be dealt with.

#### **6. Minutes of the Previous Meeting:**

General Membership/Strategic Planning Meeting – May 8, 2014

There were no questions or comments with respect to the minutes of the General Membership/Strategic Planning Meeting of May 8, 2014.

Moved by: M. Laidlaw  
Seconded by: L. Boyko  
(Carried)

THAT the minutes of the General Membership/Strategic Planning Meeting of May 8, 2014 be approved as circulated.

## **7. Business Arising from Previous Minutes:**

Continuation of Discussion – Strategic Planning Questions

J. Mitchell indicated that this item would be dealt with under Item 9 – Presentations.

## **8. Hearing of Delegations:**

Hugh Handy, Associate, GSP Group Inc. Re: Potential Violation of Section 2(1), Regulation 150/06, Conservation Authorities Act – Part Lot 10, Concession 3, Township of Puslinch.

H. Handy introduced himself as a Land Use Planner with GSP Group Inc. He indicated the following:

- He was addressing the members on behalf of the owners of property municipally known as 4538 Side Road 10 North, Puslinch.
- The potential violation relates to the construction of a 1,175 square foot accessory building.
- Appropriate approvals and permits were not applied for prior to the commencement of construction.
- Mr. Hasan constructed the building on a previously disturbed area of the site directly behind his home.
- Mr. Hasan is a classic car collector and wishes to have a safe and secure building to house these vehicles.
- There is no human habitation proposed for the structure.
- He became involved with this matter following the issuance of a Building Code violation by the Township of Puslinch in December, 2013.
- Further accessory buildings are not permitted in the Natural Environment Zone in which the property is located.
- At the end of January, 2014 he arranged a meeting with GRCA, Township of Puslinch and County of Wellington staff with Mr. Hasan in attendance to discuss options to resolve this matter.
- He was advised by GRCA staff to address the members to seek direction and relief from Section 8.1.10 of GRCA's policies which permit a maximum size of building of 1,076 square feet.
- The property owner recognizes that he made a mistake in proceeding with construction without the necessary permits and approvals.
- The property owners want to retain and finish construction of the structure and are prepared to go through the necessary approval process along with supporting documents and/or studies as required.
- The structure will require a local zoning by-law amendment.
- Other such structures have been permitted within the Natural Environment Zone in Puslinch.

- Construction ceased in December, 2013.
- There is a loft area at the back of the structure for storage.
- There are three access doors.

J. Brennan requested clarification. He asked if the property owners had inquired about a permit from GRCA, been told they would require one and then commenced construction in any event. H. Handy responded in the affirmative.

G. Lorentz asked if the property owners collect cars and wanted to store them in the structure. H. Handy responded in the affirmative. G. Lorentz said that there seemed to be a large number of windows in the structure. He asked what the purpose of so many windows was. Mr. Hasan answered that the windows were to allow light into the structure and to improve the appearance of the structure.

W. Stauch also had an issue with the windows. He said that one window at the rear of the building is quite large. He asked if there are stairs to the loft. Mr. Hasan answered that there are stairs to the loft inside the building. W. Stauch asked if there is plumbing in the building. Mr. Hasan answered in the negative.

M. Laidlaw asked why Mr. Hasan did not follow the regulations. He said he made a mistake. M. Laidlaw asked if he was hoping that no one would notice the construction. He said that such was probably his intention.

J. Mitchell asked if the members would like to have a staff report regarding this matter at the next meeting. J. d'Ailly said he would like a report.

\*B. Lee joined the meeting at 9:45 a.m.

## 9. Presentations:

The Chair invited J. Farwell to continue his presentation with respect to the Strategic Plan.

# Issue 4 – Pace of Change in Legislation and Technology

- There are frequently new or updated laws and regulations affecting GRCA.
- Changes in Workplace Health and Safety regulations, the Accessibility for Ontarians with Disabilities Act (AODA) and changes to the Not for Profit Corporations legislation are a few that require training and in some cases capital investment.
- Changes in technology present another type of challenge – the Geographic Information System (GIS) has permitted staff to keep pace with increased workload but further efficiencies will be difficult to achieve.
- The park reservation system is another example of effective technology – although there is an outside provider for this service there is a significant workload for GRCA's Information Technology (IT) staff to manage the system.



- As a public and accessible organization GRCA fields many requests to take action for water related matters that are the responsibility of other levels of government.

**In order to address these matters:**

- Training is ongoing.
- Website rebuild is underway to expand online services.
- WMP helps define water related role of GRCA.
- J. Farwell posed this question to the members: “Are there program areas the members would like to see more or fewer resources allocated?”

## Issue 5 – Maintaining Awareness About GRCA in the Watershed

- GRCA staff have contact with hundreds of thousands of people each year from day-trippers to developers and anglers to academics.
- While it is a good thing that many people know something about GRCA it also makes for a complex communications environment.
- Tools used to communicate with constituents include: newsletters, pamphlets, brochures, signage, reports, news releases, media interviews, public meetings and presentations.
- There are more channels, tools and vehicles than ever before and it is becoming difficult to cut through the clutter of the multi-media explosion.

**In order to address these matters:**

- New tools have been developed through social media.
- Website rebuild is underway to expand online services.

J. Farwell posed this question to the members: “What other communication tools and methods can be used to improve the public’s understanding of the roles of GRCA and the programs it offers? What resources are needed to take advantage of them?”

L. Armstrong said that he believes GRCA is moving in the right direction by using social media but human contact must also be maintained.

B. Banbury said that communicating in print is important.

B. Bell said GRCA should advertise for walkers and hikers who could navigate trails with online maps using apps designed for personal communication devices. He would like staff to focus on this.

L. Boyko said the role of members is to get the word out. He said that D. Boyd made a presentation to Haldimand council at a televised meeting. He said GRCA gets good

coverage in his area but it had to be driven by a member. He said the perception in the past has been that high water in Haldimand is caused by GRCA releasing water from the dams.

J. Brennan said that he attended a presentation by a company that creates apps and he can get the contact information to GRCA staff.

B. Coleman said that he has always believed that GRCA had a problem with communication with the public who think that the reservoirs are for recreation.

T. Cowan said D. Schultz got a lot of press because of flooding but GRCA is about more than floods. He said GRCA is about campsites and recreation. He said the social network is free and then acknowledged that it is not totally free because staff resources are required. He wants staff to include information with respect to fire bans and events. He said the GRCA website does not show what is going on. J. Mitchell said that there is more than flood messages on twitter and she often retweets GRCA messages.

J. d'Ailly said that when staff hand out packages at parks they can talk to patrons about other things that the GRCA does.

J. Haalboom said that she is glad that staff is rebuilding the GRCA website. She asked that staff ensure that it is user friendly with respect to mapping of flood lines so that fewer difficulties are encountered regarding permits. She also asked that the information be kept up to date. She asked if the public can access mapping details easily. She referred to a heritage registry and said some people are not interested in camping and fishing.

J. Jamieson said "word of mouth" is the best advertising. She asked if patrons could be handed something to give to a friend. She felt this would be cheap in the long run.

R. Kelterborn said communication should be simple, short and to the point. He recalled a PowerPoint presentation by L. Boyko when he was running for Chair of GRCA and said it was the best audio/visual information about GRCA he has seen. He suggested that GRCA "sell" itself by going to schools.

M. Laidlaw referred to "electronic word of mouth" and "liking" and "sharing". She asked how GRCA gets people to its Facebook page. She suggested that GRCA hire a company to optimize its internet presence to ensure that search engines direct users to GRCA.

B. Lee felt the best publicity is the press and noted that there was none in the gallery for this meeting. He said people do not know what GRCA is until they do something and face its regulations. He said the press should be engaged and people need to know that GRCA enforces the Conservation Authorities Act. He said the Chair and senior staff should appear before municipal councils on a regular basis because the press is there. He recalled a large American sporting publication that did an article on how the river went from disaster to a most sought after fishery.

G. Lorentz said he is not sure that GRCA is doing a bad job now. People enjoy the facilities and GRCA continues to gain ground. He said that GRCA has a good communications team who are always coming up with new ideas. He felt education is

important and people who want to get involved do get involved. He also said that the way people communicate is changing.

C. Millar said some people are faced with the transition from high tech to what they had in the past. She said there is still a part of the population that is not high tech and GRCA cannot forget that group of people.

T. Nevills said he wanted to speak to a perennial problem in Dufferin. He said his area is above the dams, has no park and has no education programs. He said is it difficult to convince the residents that Conservation Authorities have value. He suggested that GRCA get links from municipal websites to the GRCA website.

V. Prendergast said communication is an unending process and communication with the public and councils has improved. He referred to apps on trails and said other partners can be worked with so that everyone is working with the same things. He felt GRCA was effective in communicating on the technical side however communications at council meetings is driven by the budget or a request from council. He said GRCA should establish a more structured communication with councils because meetings are televised.

J. Ross-Zuj said that J. Farwell presented the WMP to Centre Wellington council and information material handed out was very well received. She said Centre Wellington is also rebuilding its website. She said the Township receives numerous calls regarding GRCA and she would like to put GRCA on its home page as a link.

P. Salter said she agreed that municipal councils are important and do not understand what GRCA is about. She said people do not realize the importance of water control. She referred to the upcoming municipal election and new councilors. She said staff should prepare material in a plain language and provide it to councils. She noted that the members have not had a tour for some time and suggested a tour be arranged with media invited to see the parks. J. Farwell said that a tour can be arranged.

W. Stauch said he sees the members as a watershed caucus and on June 12, 2014 he would like to see a watershed caucus of MPPs. He said he goes to candidates' meetings and they do not know about GRCA. He said staff should initiate a watershed curriculum for every grade level. He referred to the outdoor education program and said that staff have done a good job. He asked that the members continue to support the Heritage Day Workshop as it is an opportunity to educate people about GRCA. He said GRCA's website is excellent, encouraged bus tours and said that participation in Doors Open would be beneficial.

G. Wicke agreed that high tech communication has left a lot of people behind.

J. Mitchell referred to Twitter and Facebook and said that D. Schultz would resend the handles. She said she often retweets GRCA messages and writes blogs about GRCA. She said that every time The Grand is published she receives favourable comments.

J. Mitchell called for questions on program areas. There were no questions.

J. Farwell indicated that staff will present a report to the members with respect to any subsequent actions proposed.

**10. Correspondence:****a) Copies for members**

None

**b) Not copied**

None

**11. 1<sup>st</sup> and 2<sup>nd</sup> Reading of By-Laws:**

None

**12. Presentation of Reports:****a) GM-05-14-49 Financial Summary for the Period Ending April 30, 2014**

In response to a previous inquiry S. Radoja displayed a pie chart depicting the application of the Ministry of Natural Resources (MNR) Section 39 Grant to GRCA programs. She indicated that the total grant received was \$871,073 and was disbursed as follows:

Schedule	Program	Amount
1	Watershed Planning	\$ 33,200
13	Administration	\$ 70,000
4	Water Control Structures	\$400,350
3	Flood Forecasting and Warning	\$252,955
5	Technical Studies - Mapping	\$ 50,000
5	Plan Input	\$ 64,568
<b>Total</b>		<b>\$871,073</b>

S. Radoja displayed a graph depicting MNR Section 39 Grant Funding vs. GRCA Expenses as follows:

Program	Section 39 Grant	GRCA Expense
Watershed Planning	\$ 33,200	\$ 443,000
Administration	\$ 70,000	\$3,158,357
Water Control Structures	\$400,350	\$1,653,800
Flood Forecasting and Warning	\$252,955	\$ 916,400
Technical Studies - Mapping	\$ 50,000	\$ 336,300
Plan Input	\$ 64,568	\$ 799,650
<b>Totals</b>	<b>\$817,073</b>	<b>\$7,307,507</b>

G. Wicke said that the graph showing the MNR grant versus GRCA expenses should be given to the politicians who get elected. J. Mitchell concurred. J. d'Ailly said that the province has to contribute more because it has an interest in water control and flood forecasting. J. Farwell said that the province also has an interest in the regulations.

**Resolution 62-14**

Moved by: J. Jamieson

Seconded by: P. Salter

(Carried)

THAT the Financial Summary for the Period Ending April 30, 2014 be approved.

**b) GM-05-14-50 Cash and Investments Status Report as at April 30, 2014**

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

**Resolution 63-14**

Moved by: J. d'Ailly

Seconded by: L. Armstrong

(Carried)

THAT Report GM 05-14-50 – Cash and Investments Status Report as at April 30, 2014 be received as information.

**c) GM-05-14-51 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation**

M. Laidlaw referred to Application 124/14 – A. Teymore. She quoted: “The work carried out satisfies the requirements of the City of Guelph Two Zone Flood Plain Policy”. She asked whether GRCA staff or City of Guelph staff would ensure that the work is done properly. F. Natolochny responded that both the GRCA and the City would have a role in ensuring that the work was completed in accordance with the policy.

M. Laidlaw referred to Application 91/14 – Township of Centre Wellington and Application 99/14 – County of Wellington. She asked why there were different fishery concerns noted. F. Natolochny answered that the fishery restrictions were dependent upon the type of fish habitat and the spawning season for the particular species found there.

M. Laidlaw referred to Application 133/14 – Lystek International Inc. She asked where Proton is located. F. Natolochny said that Proton is located near Dundalk. M. Laidlaw noted that the application involves two lined storage lagoons. She asked whether there are new methods for lining such lagoons to prevent leakage. F. Natolochny responded that the answer was not within his area of expertise.

G. Lorentz referred to Application 137/14 – 2018867 Ontario Ltd. He asked to be told the names of the principals of the numbered company. F. Natolochny said that staff

could not provide that information and the company is a legal entity entitled to apply for a permit. G. Lorentz disagreed and said a member could have a conflict that was not declared. He said the matter goes to transparency and staff could search the title to the property to determine who the principals are.

**Resolution 64-14**

Moved by: B. Banbury

Seconded by: G. Wicke

(Carried)

THAT Report GM-05-14-51 – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation be received as information.

**d) GM-05-14-52 Environmental Assessments**

W. Stauch referred to Item 2 – Final Notice – Proposed Hofstetter Road Extension and Bridge Number 25 Closure Class Environmental Assessment, Township of Blandford-Blenheim. He then referred to a magazine article and said that the road will be closed and the bridge removed. He noted that the Township was recommending that a steel component of the bridge be salvaged and incorporated into a plaque near the Nith River.

**Resolution 65-14**

Moved by: M. Laidlaw

Seconded by: V. Prendergast

(Carried)

THAT Report GM-05-14-52 – Environmental Assessments be received as information.

**e) GM-05-14-53 Water Adaptation Management and Quality Initiative (WAMZI) – Project Update**

J. Etienne advised the members that:

- GRCA is again partnering with the Brant and Oxford County Federations of Agriculture in 2014 to undertake a subsequent Water Adaptation Management and Quality Initiative pilot project regarding the Whiteman's Creek Drought Contingency Pilot Project.
- Drought contingency planning funds and technical support will be extended to water permit holders in the Whiteman's subwatershed with the goal of conserving surface water and baseflow in the creek and reducing the impact of irrigation demands.
- The project includes the completion of an innovative pond restoration which specifically targets water quality and habitat restoration in the Rest Acres Creek cold water fishery.



G. Wicke asked if the ponds used for irrigation would be refurbished with ground water. J. Etienne answered that the ponds do have the ability to recharge.

**Resolution 66-14**

Moved by: J. Brennan

Seconded by: L. Armstrong

(Carried)

THAT Report GM-05-14-53 – Water Adaptation Management and Quality Initiative (WAMQI) – Project Update be received as information.

**f) GM-05-14-54 Current Watershed Conditions as at May 20, 2014**

S. Shifflett conducted a PowerPoint presentation indicating:

- Precipitation in May, 2014 has been close to or above the long term average throughout the Grand River watershed.
- The average air temperature in May, 2014 has been 11 degrees.
- Overnight low temperatures have remained above freezing.
- The last seven months including May, 2014 have had average temperatures below normal.
- The level of Lake Erie is at long term average.
- Reservoir levels at Shand, Conestogo, Luther and Guelph Dams are within the normal operating range for this time of year.
- The large reservoirs were actively operated over the past month to maintain seasonal flood storage.
- Reservoir operations will shift towards providing flow augmentation as flows in the lower watershed recede.
- Environment Canada's forecast for the May to July, 2014 period for southern Ontario is for normal temperatures and above normal temperatures near Lake Erie.
- Environment Canada is forecasting normal precipitation for the May to July, 2014 period.
- GRCA issued a Watershed Conditions Statement – Water Safety Press Release on May 16, 2014 – the message focused on recreational use of the river during the May, 2014 long weekend.

M. Laidlaw said that she noticed the water at the Guelph Dam was high around the beginning of May. S. Shifflett said that the high water resulted from a rain event.

**Resolution 67-14**

Moved by: J. Haalboom  
Seconded by: L. Boyko  
(Carried)

THAT Report GM-05-14-54 – Current Watershed Conditions as at May 20, 2014 be received as information.

**13. Committee of the Whole:**

None

**14. General Business:**

None

**15. 3<sup>rd</sup> Reading of By-Laws:**

None

**16. Other Business:**

None

**17. Closed Meeting: (motion required pursuant to Section 36 of By-Law 1-2014)**

**Resolution 68-13**

Moved by: J. Brennan  
Seconded by: J. d'Ailly  
(Carried)

THAT the General Membership/Strategic Planning Meeting of May 23, 2014 adjourn into closed session to discuss property and legal matters.

The meeting adjourned at 11.10 a.m.

The meeting reconvened at 11:20 a.m.

**a) GM-05-14-55 Grant of Easement – Regional Municipality of Waterloo**

**Resolution 69-14**

Moved by: T. Cowan  
Seconded by: J. Brennan  
(Carried)

IN ORDER TO FURTHER THE OBJECTS of the Grand River Conservation Authority by assisting a member municipality in improving transportation routes;

THEREFORE BE IT RESOVED THAT the Grand River Conservation Authority convey an easement over lands legally described as Part of Peter Horning's Tract, City of Kitchener, municipally known as 70 Bridge Street East, more particularly described as Part 1 on Reference Plan 58R-18099, in favour of the Regional Municipality of Waterloo, for the purposes of installing a bus shelter and concrete pad.

**18. Next Meetings:**

**General Membership Meeting**

Friday, June 27, 2014 – 9:30 a.m.

Auditorium/Boardroom, Administration Centre, Cambridge

**General Membership Meeting**

Friday, July 25, 2014 – 9:30 a.m.

Auditorium/Boardroom, Administration Centre, Cambridge

**19. Adjourn**

The meeting adjourned at 11:25 a.m.

**20. Grand River Source Protection Authority Meeting (if required)**

---

Chair

---

Secretary-Treasurer



# Grand River Conservation Authority

## General Membership Meeting

Friday, June 27, 2014

The following are the minutes of the General Membership Meeting held at 9:30 a.m. on Friday, June 27, 2014 at the Administration Center, Cambridge, Ontario.

### **Members Present:**

J. Mitchell, Chair, L. Armstrong, B. Banbury, B. Bell, L. Boyko\*, J. Brennan, B. Coleman, T. Cowan\*, J. d'Ailly, R. Deutschmann, J. Haalboom, R. Kelterborn, M. Laidlaw\*, B. Lee, G. Lorentz, T. Nevills, V. Prendergast, P. Salter, S. Schmitt, W. Stauch\*, G. Wicke

### **Members Regrets:**

R. Hillier, J. Jamieson, C. Millar, F. Morison, J. Ross-Zuj

### **Staff:**

J. Farwell, K. Murch, D. Bennett, D. Boyd, N. Davy, K. Armstrong, J. Griffin, S. Lawson, S. Radoja, C. Allen, B. Brown, S. Cooke, H. Kovacs, C. Linwood, G. MacMillan, B. Parrott, L. Reinhardt, S. Wilbur

### **Also Present:**

M. Hopkins, J. Battler, C. Kego, B. Waller, H. Handy

### **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 17 members present. A total of 21 members attended the meeting.

### **3. Chair's Remarks:**

J. Mitchell welcomed members, staff and guests and made the following comments:

- On May 25, 2014 J. Mitchell brought greetings to the participants in a canoe trip on the Grand River from Cambridge to Paris that was sponsored by the Grand River Conservation Foundation (GRCF).
- On June 5, 2014 J. Mitchell and J. Farwell attended a Lake Erie Region Source Protection Committee meeting. Agenda topics included an update on the status of various Source Protection Plans and a Lake Erie Water Quality update for Long Point Region Conservation Authority, Region of Waterloo and the City of Guelph.
- The GRCF held its annual General Meeting on June 18, 2014 at which time the 2014 Allan Holmes Scholarship, 2014 SC Johnson Environmental Scholarship and 2014 McEwen Clean Water Prize were announced.
- On June 23, 2014 J. Mitchell and J. Farwell attended a Conservation Ontario meeting. Agenda items included Conservation Ontario's draft comments on the proposed 8<sup>th</sup> Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health and draft comments on the Provincial Fish Strategy for Ontario.
- J. Mitchell congratulated J. Ross-Zuj who was recently re-elected to the Board of Directors for the Federation of Canadian Municipalities and re-elected to the position of its Ontario Caucus Chair.
- A copy of the Spring 2014 edition of The Grand was included in the members agenda packages. Major articles related to the 20<sup>th</sup> Anniversary of the Heritage River designation, the 1974 flood and the Grand River Watershed Water Management Plan.
- J. Mitchell congratulated C. Millar who was inducted into the Cambridge Hall of Fame earlier this month. The Hall of Fame was created for the purpose of honoring people and organizations who through their work and dedication have made the community a better place in which to live.
- J. Mitchell advised the members that L. Reinhardt is retiring from GRCA after almost 30 years. He started his career at GRCA in 1984 as the Administrative Assistant. In 1990 he was appointed Manager of Finance and held that position until 1999. In 1999 he was appointed Chief Accountant.

\*L. Boyko, T. Cowan and M. Laidlaw joined the meeting at 9:35

#### **4. Review of Agenda:**

J. Mitchell indicated that Report GM-06-14-65 – Off-Leash Dog Issues – Snyder's Flats would be presented following Item 8 – Hearing of Delegations.

Moved by: J. Haalboom  
 Seconded by: B. Coleman  
 (Carried)

THAT the agenda for the General Membership Meeting of June 27, 2014 be approved as amended.

**5. Declarations of Pecuniary Interest:**

J. Haalboom declared a pecuniary interest with respect to Permit Application #174/14 – Ariana Haalboom and Brian McInnes as the applicants are members of her family.

**6. Minutes of the Previous Meeting:**

General Membership/Strategic Planning Meeting – May 23, 2014

There were no questions or comments with respect to the minutes of the General Membership/Strategic Planning Meeting of May 23, 2014.

Moved by: L. Armstrong  
Seconded by: J. Brennan  
(Carried)

THAT the Minutes of the General Membership/Strategic Planning Meeting of May 23, 2014 be approved as circulated.

**7. Business Arising from Previous Minutes:**

None

**8. Hearing of Delegations:**

M. Hopkins introduced himself to the members and said the following:

- He has been walking his dog off-leash at Snyder's Flats on a daily basis for five years.
- "Sanctuary" is a perfect term to describe Snyder's Flats.
- Bechtel Park is only five acres in size, has no water, no shade, no flat walking area and is a small/confined space.
- Kiwanis Park is approximately five acres in size, has no water, it is a one kilometer walk from the parking lot and the park is closed from December to March.
- He considers McLennan Park to be a "dog run".

\*W. Stauch joined the meeting at 9:40 a.m.

- Because he is a realtor he reviewed comparable areas.
- Snyder's Flats is 240 acres in size, has flat paths for walking, has shaded areas, has natural borders so there is no need for fencing, is separated from residential areas, has benches and water.
- Calgary has 150 off-leash parks totaling 3, 400 acres.
- London has five off-leash parks, two of which have water.
- Toronto has two off-leash parks with access to Lake Ontario.
- His MPP has said that the government can alter Regulation 106 to give the Grand River Conservation Authority (GRCA) more power to develop its own policies to bring it in line with Section 29 of the Conservation Authorities Act.



- People have been using Snyder's Flats as an off-leash park for seven to ten years.
- He wants a "site specific change" for Snyder's Flats and he wants to work with GRCA and the province to change the legislation.
- He denied the stigma regarding dogs affecting wildlife because he has not seen it.
- He has spoken with a number of people who have walked their dogs off-leash at Snyder's Flats.

T. Cowan asked if the delegate had visited other off-leash areas outside the Region of Waterloo. The delegate answered that he has been to Calgary. T. Cowan asked the delegate whether he has witnessed any issues with other dogs. The delegate said he has witnessed one issue. T. Cowan asked if people clean up after their dogs. The delegate answered in the affirmative.

J. Battler introduced herself to the members and said the following:

- She is a Waterloo Region resident and her dog is eight years old.
- She has been walking her dog at Snyder's Flats since the dog was a puppy.
- She and her dog have gone to other off-leash areas and her dog has been attacked at every one of them.
- Her dog has never been attacked at Snyder's Flats.
- She has not taken her dog to Snyder's Flats since enforcement has been increased.
- Her dog is a hound dog and it does not chase wildlife.
- She has 300 signatures on a petition and 750 "likes" on Facebook in favour of off-leash dogs at Snyder's Flats.
- She asked the members to reconsider enforcement of the leash laws.

R. Deutschmann asked where the delegate lived. She responded that she lives in Kitchener. R. Deutschmann asked whether the delegate had approached the City about off-leash dog parks. She said that she had but did not get a response. She said her experiences at off-leash parks had not been positive and her dog was attacked at Bechtel Park. R. Deutschmann asked the delegate if she was suggesting this could not happen at Snyder's Flats.

L. Boyko referred to dogs not chasing wildlife and asked if the dogs were using the ponds. The delegate said that dogs were using the pond and they are referred to as "doggy beaches". L. Boyko asked if the delegate received a copy of the staff report. The delegate indicated that she obtained a copy today.

J. Mitchell referred to the number of communications received and said that not all were from people in favour of off-leash dog walking. R. Deutschmann asked why the members did not receive copies of the communications. K. Murch said that any communication that was asked to be directed to the members was so directed. R. Deutschmann said that staff should not limit the members' access to communications

because they should know what the public has to say and they would be better informed members. He said GRCA has to reconsider its policy on the issue of limiting the members' access to communications because all he knew was that there were two people who showed up saying they want the area to be off-leash.

a) GM-06-14-65 Off-Leash Dog Issues – Snyder's Flats

D. Bennett conducted a PowerPoint presentation and said the following:

- The Snyder's Flats property is located west of Bloomingdale in Woolwich Township.
- The property was purchased by GRCA in 1969.
- GRCA entered into an agreement with Preston Sand and Gravel to extract gravel in 1979.
- A partnership to rehabilitate the area for wildlife habitat was formed in 1987.
- There is both warm water and cool water habitat ponds on the property.
- The property is comprised of 238 acres of passive recreation area.
- The rehabilitation included the creation of 42 acres of pond and floodplain habitat.
- More than 42,000 trees and shrubs have been planted on the property.
- The area now displays a wide diversity of fish and wildlife species.
- In 2008 the Kitchener Conestoga Rotary Club donated a portion of the proceeds from its Dream Home Lottery (approximately \$182,000) to create the Snyder's Flats Rotary Forest.
- Another \$25,000 was donated by the Good Foundation.
- A large number of community groups have contributed time and effort to establish the diverse wildlife habitat in the area.
- A controlled burn was undertaken to create a floodplain meadow; grasslands and wildflowers were planted; bird boxes were installed; trails were created and interpretive signage, benches and kiosks were installed.
- Community partners include the Kitchener Conestoga Rotary Club, Trees Ontario, Waterloo Catholic District School Board, Waterloo Region District School Board, Royal Bank of Canada, Township of Woolwich Environmental Enhancement Committee, Region of Waterloo – Environmental Champions Program, C.R.E.W. Geocaching Group and the First Mennonite Church.
- GRCA recently received a complaint from members of the public indicating that off-leash dogs at Snyder's Flats had frightened their young children.
- In response to this complaint it was decided to increase the level of enforcement at Snyder's Flats.
- Prior to starting this enforcement a press release was issued to notify the public that increased enforcement would be taking place.

- The press release and subsequent enforcement activities have generated a large number of communications from the public both in support of and in opposition to the increased enforcement.
- Since the date of the complaint GRCA staff have visited the site on nine occasions and seven charges have been laid for off-leash dogs, three trespass bans were issued and 21 people received warnings for swimming in the ponds.
- Off-leash dogs have the potential to impact wildlife habitat by removal of fisheries habitat through destruction of shoreline vegetation; disturbance of ground nesting birds (i.e. bobolink and eastern meadowlark) and injury to small mammals.
- Off-leash dogs have potential impact on the public because of the potential for uncontrolled dogs to injure a person or another animal; many people have a fear of large animals, especially small children; reduction in the desirability of the area for non-dog walking public.
- There are four municipally operated off-leash dog parks in Waterloo Region and six in Guelph.

T. Cowan said he had a problem with staff concerns regarding wildlife when the property was a gravel pit in 1979. He asked how the members could make a decision without reviewing all of the communications and why Woolwich Township was not informed of the enforcement. He said the Township should have been consulted. D. Bennett said that staff would not normally contact a municipality concerning enforcement. He also said that through the press release and media coverage people should have been aware of the GRCA's intention to enforce the regulation. T. Cowan said that the press release was insufficient and therefore unacceptable.

M. Laidlaw agreed that the members should see all communications regarding this matter and asked that they be sent to the members electronically. K. Murch agreed that this would be done. M. Laidlaw said that she wanted to know whether the communications were heavily in favour of off-leash dogs. She said that GRCA could consider fencing a "good sized" portion of the property with access to water for off-leash dogs and install signage.

R. Deutschmann said that this issue is governed by the Conservation Authorities Act and the members do not have any discretion regarding it. D. Bennett said that while walking off-leash dogs is a prohibited act GRCA could allow it under a permit. R. Deutschmann said Woolwich Township has a by-law with respect to this issue and asked if the Township was changing its by-law. R. Deutschmann asked if the members can supersede the Township by-law. D. Bennett said that he did not know the answer. R. Deutschmann asked if Woolwich Township has an off-leash park. D. Bennett responded in the negative. R. Deutschmann asked whether GRCA has had any claims against it concerning off-leash dogs. K. Murch responded that he did not recall any such claims at Snyder's Flats but there had been incidents at other GRCA properties. R. Deutschmann expressed concern about GRCA's liability should someone be hurt because dogs are off-leash.

J. Haalboom said the legislation gives GRCA the authority to enforce the regulation. She referred to meadow larks and bobolink and said that it was refreshing to see habitat

that supports threatened species. She said that the Grand River is a source of drinking water and GRCA worked hard to convince farmers to keep livestock out of water. She asked whether the ponds feed into the Grand River or are self-contained. D. Bennett said the ponds are designed to flood in spring and are used as fish nurseries. He said the north pond is not connected to the river but the others are.

J. d'Ailly said there are two issues and he understood the impact on wildlife. He wanted information as to whether there could be a compromise where dogs could be able to run. He said the second issue is how to separate a dog free area from a non-dog free area.

J. Brennan said there has been a long history of people using this area without incident. He said a compromise should be explored and stopping off-leash dogs arbitrarily does not make sense to him. He wanted staff to consider use of the area by everyone.

G. Lorentz asked if the members would be dealing with this issue today. J. Mitchell said she would be recommending that another staff report be presented. G. Lorentz said that he had taken his dog to other parks and the municipalities have shirked their responsibilities. He said off-leash dog parks are not GRCA's mandate and GRCA is responsible for wildlife. He then said if off-leash dogs are permitted at Snyder's Flats GRCA would have to open the entire watershed to this activity. He expressed concern for wildlife.

V. Prendergast said the members' comments made sense especially concerning consultation. He said municipalities have to provide off-leash parks and the members should direct staff to go back and consult with municipalities because the issue would be broader than Snyder's Flats. He agreed that off-leash parks are outside of the GRCA's mandate.

\*J. d'Ailly left the meeting at 10:30 a.m.

W. Stauch said he owns a dog and walks it off-leash whenever he can.

J. Mitchell said there are bigger problems on GRCA properties than whether dogs are on a leash. She said Snyder's Flats is a passive area and two staff from Laurel Creek who already have full-time jobs have to go there for enforcement. She said there are various problems such as partying and garbage. She asked if GRCA should turn this activity into a revenue generating opportunity for passive areas. She then said staff resources are being taken from the people who pay to use Laurel Creek. She said she is neutral about off-leash dogs and asked for a staff report. She also agreed that the members should have all communications regarding this issue because it is very contentious.

\* B. Coleman left the meeting at 10:35 a.m.

G. Wicke said he did not see the elevation of the property and noted that the ponds are flooded in spring. He said fences and ice are not compatible and staff should look at whether there is any suitable area to conduct this activity.

B. Lee expressed concern that the members would permit this activity at other properties such as Starkey Hills. He said off-leash parks are a municipal responsibility and the municipalities should deal with the problems that result from them.

L. Armstrong asked how long Snyder's Flats has been leash-free and whether any studies had been done on the effect on wildlife. D. Bennett said he did not know how

long this activity had been going on and the impact on wildlife would be difficult to describe because staff have not done any surveys. L. Armstrong said that he did not think off-leash dogs would have a serious impact on wildlife and staff should do a survey.

M. Laidlaw said that the area has been off-leash for eight or nine years and the wild animals may be used to the dogs. She said dogs do not defecate or urinate in water and do not disturb birds or animals dependent upon the dog. She said the GRCA cannot shift its problems to municipalities. She admitted that she lets her dog off-leash to swim in the Speed River and she does not think the issue will go watershed wide. She said the members can make rules for this particular park and the enforcement is based on a single complaint.

T. Cowan said Woolwich Township hopes to open a dog park this summer and Waterloo Region parks have not been designed well. He said Snyder's Flats is the perfect place for a dog park and GRCA should seek donations from the public. He said letting the Township know about increased enforcement by press release was inadequate. He said GRCA's mandate was not tubing either. He said the area should be revenue generating to be kept clean and staff should review all conservation areas.

T. Nevills said staff should not overplay habitat impacts when dealing with issues. He referred to Luther Marsh and hunting and asked if dogs are off-leash when hunting. He referred to dog trials at Luther Marsh and said the dogs are not leashed. He said Luther Marsh is also being restored for bobolink. He recalled touring Conestogo Lake and being shown grassland habitat but 30 years ago GRCA planted tree breaks to hide the hunters so they could shoot pheasant and deer. He wanted to see a compromise that would serve all of the public.

L. Armstrong referred to parties and asked if the police were called. D. Bennett said that police officers would not enter the property if 30 or 40 people were partying and neither would GRCA staff.

P. Salter asked the members not to make any hasty decisions.

G. Lorentz said that until now Snyder's Flats has been a best kept secret and while it is a paradise for dogs it is also a paradise for children. He said if off-leash dogs are allowed there will be so many animals there will be no habitat.

#### **Resolution 70-14**

Moved by: V. Prendergast

Seconded by: G. Wicke

(Carried)

THAT Report GM-06-14-65 be received as information.

#### **9. Presentations:**

None

**10. Correspondence:**

## a) Copies for Members

- i) Correspondence from K. Jean Hughes, Secretary-Treasurer, Grand Valley & District Fire Board to Joe Farwell, P.Eng., CAO, Grand River Conservation Authority dated May 26, 2014 Re: Luther Marsh
- ii) Correspondence from Joe Farwell, P.Eng., Chief Administrative Officer, Grand River Conservation Authority to K. Jean Hughes, Secretary-Treasurer, Grand Valley & District Fire Board dated May 29, 2014 Re: Luther Marsh Wildlife Management Area (Luther Marsh) – Emergency Response Plan
- iii) Email Communication from Penelope Polyzou to Jane Mitchell, Chair, Grand River Conservation Authority dated June 13, 2014 Re: Free-roaming Dogs Not Welcome – June 5

## b) Not copied

None

Moved by: J. Brennan  
 Seconded by: B. Banbury  
 (Carried)

THAT correspondence from K. Jean Hughes, Secretary-Treasurer, Grand Valley & District Fire Board to Joe Farwell, P.Eng., CAO, Grand River Conservation Authority dated May 26, 2014 Re: Luther Marsh; correspondence from Joe Farwell, P.Eng., Chief Administrative Officer, Grand River Conservation Authority to K. Jean Hughes, Secretary-Treasurer, Grand Valley & District Fire Board dated May 29, 2014 Re: Luther Marsh Wildlife Management Area (Luther Marsh) – Emergency Response Plan and the email Communication from Penelope Polyzou to Jane Mitchell, Chair, Grand River Conservation Authority dated June 13, 2014 Re: Free-roaming Dogs Not Welcome – June 5 be received as information.

**11. 1<sup>st</sup> and 2<sup>nd</sup> Reading of By-Laws:**

None

**12. Presentation of Reports:**a) **GM-06-14-57** Financial Summary for the Period Ending May 31, 2014

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

**Resolution 71-14**

Moved by: M. Laidlaw  
 Seconded by: T. Cowan  
 (Carried)

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

b) **GM-06-14-58** Designation of Provincial Offences Officers

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

**Resolution 72-14**

Moved by: L. Boyko

Seconded by: P. Salter

(Carried)

THAT the Grand River Conservation Authority designate Andrew Jamieson, Michael Armstrong, Noel Johnson, Jan Willem Laros and Wesley Organ as Provincial Offences Act officers.

c) **GM-06-14-59** Endorsement of the Grand River Watershed Water Management Plan

S. Cooke conducted a PowerPoint presentation entitled “A Plan for the Grand – An Integrated Collaborative Approach for Managing a Shared Water Resource” and indicated the following:

- The Grand River watershed (the watershed) flows from Dundalk to Lake Erie and has four major tributaries including the Speed River, Eramosa River, Nith River and Conestogo River.
- There are 30 wastewater treatment plants in the watershed and most land is actively farmed.
- Critical issues relating to the watershed include population growth, extensive agriculture and climate change.
- The Grand River Watershed Management Plan (the WMP) is a voluntary, joint plan among municipalities, First Nations, GRCA, Ontario ministries and Federal agencies.
- There is enough water now and for the future but there is a need to be diligent in planning for future water needs.
- Water use is sustainable but efficient water use by all sectors is encouraged.
- Reservoir operating strategies provide sufficient flows for environmental, municipal and wastewater needs.
- Although not limited by supply there are areas of constraint or conflict – proactive drought contingency planning will ease the constraint.
- Both point and non-point sources of pollution are important and must be managed.
- A commitment to wastewater treatment upgrades and optimization will improve water quality.
- Non-point sources of pollution will continue to be a challenge – rural water quality and urban stormwater programs will make a difference.
- Future opportunities to improve water quality may be found by removing old dams or modifying their operation.



- Much has been done for effective and efficient flood management – dams and dikes have reduced flood damages by 80%.
- Asset management is imperative – ongoing investments are needed to ensure the sustainability of flood infrastructure.
- The WMP manages water on a watershed basis with a focus on people.
- The WMP has acted as a mechanism to strengthen partnerships.
- Best value solutions promote a healthy economy.
- GRCA staff are asking the members to endorse the updated WMP as a Plan of Best Practices and to continue to support and facilitate the Implementation Committee and the Water Managers Working Group to report on the progress of the implementation of actions outlined in the WMP.

P. Salter and L. Boyko commended S. Cooke with respect to her presentation of the Water Management Plan at the municipal councils that they represent.

G. Wicke noted that only seven dams were shown on the watershed map. He said GRCA has more dams than that. He also said that he was surprised Woolwich Dam and Laurel Creek were shown. S. Cooke said the seven dams shown are identified as water management structures.

**Resolution 73-14**

Moved by: T. Cowan

Seconded by: J. Haalboom  
(Carried)

THAT the Grand River Conservation Authority members endorse the updated Grand River Watershed Water Management Plan as a Plan of Best Practices;

AND THAT Grand River Conservation Authority agrees to continue to support and facilitate the Implementation Committee and the Water Managers Working Group to report on the progress of implementation of actions outlined in the Plan.

d) **GM-06-14-60** Grand River Conservation Foundation Member Appointments

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

**Resolution 74-14**

Moved by: L. Boyko

Seconded by: W. Stauch  
(Carried)

THAT the following new member be appointed to the Grand River Conservation Foundation for a term of three years (renewable for two further three year terms):

- Wayne Fyfe

AND THAT the following new member be appointed to the Grand River Conservation Foundation for a term of two years (renewable for two further three year terms):

- James den Ouden

AND THAT the following members be re-appointed to the Grand River Conservation Foundation for a term of three years (renewable for one further three year term):

- Bob Desautels
- Wayne Knox

AND THAT the following members be re-appointed to the Grand River Conservation Foundation for a term of three years:

- David Hales
- Ian MacNaughton

e) **GM-06-14-61** Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation

M. Laidlaw referred to Permit Application #202/14 – Tony and Lynn Stajcer. She said she thought that there was supposed to be a buffer around a wetland and this project is only one metre away. F. Natolochny said that the driveway is one metre from the wetland and the house is 30 metres from the wetland.

Mr. Laidlaw referred to Permit Applications #214/14 – Rasheed Khalid and #215/14 – William Foote. She asked what the normal processing fee would be. F. Natolochny said that the fee would have been \$380.00 but because the projects were started without permits the applicants were charged \$540.00.

J. Mitchell reminded the members that they would vote with respect to this report to the exclusion of Permit Application #174/14 – Ariana Haalboom and Brian McInnes.

**Resolution 75-14**

Moved by: R. Kelterborn

Seconded by: M. Laidlaw

(Carried)

THAT Report GM-06-14-61 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation with the exclusion of Permit Application #174/14 – Ariana Haalboom and Brian McInnis be received as information.

J. Mitchell called for the vote relating to Permit Application #174/74 – Ariana Haalboom and Brian McInnes. J. Haalboom refrained from voting

**Resolution 76-14**

Moved by: V. Prendergast

Seconded by: J. Brennan

(Carried)

THAT Report GM-06-14-61 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation as it relates to Permit Application #174/14 – Ariana Haalboom and Brian McInnis be received as information.

f) **GM-08-14-62** Environmental Assessments

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

**Resolution 77-14**

Moved by: L. Armstrong

Seconded by: T. Cowan

(Carried)

THAT Report GM-06-14-62 – Environmental Assessments be received as information.

g) **GM-06-14-63** Cash and Investments Status Report as of May 31, 2014

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

**Resolution 78-14**

Moved by: L. Boyko

Seconded by: G. Wicke

(Carried)

THAT Report GM-06-14-63 – Cash and Investments Status Report as of May 31, 2014 be received as information.

h) **GM-06-14-64** Hasan Violation – Part Lot 10, Concession 3, Township of Puslinch

F. Natolochny conducted a PowerPoint presentation indicating that:

- On December 31, 2008 GRCA staff advised Mr. and Mrs. Hasan that the subject property was regulated in response to a purchase inquiry.
- On January 29, 2010 an inquiry of staff was received from Mr. Hasan regarding a proposed building at approximately the same location as the shed that existed on the property.
- In response to this inquiry Mr. Hasan was advised in writing of the regulation, permit requirements and policies.
- On December 9, 2013 GRCA staff were advised that a building had been constructed on the site.
- On December 17, 2013 staff attended on site with Mr. Hason and confirmed that a building had been constructed without the required permit.
- On January 10, 2014 staff issued a violation notice to Mr. and Mrs. Hasan.
- The new structure is within the area regulated by GRCA.
- The building is approximately three to five metres from an on-line pond and five to ten metres from the edge of a wetland.

- The size of the building is 1166 square feet.
- Rural residential accessory structures may be approved up to 1076 square feet.
- Staff have met with Mr. Hasan and his representative and recommended removal or reduction in the size of the structure to conform with the policy to resolve the situation.
- It is the intention of staff to proceed in this matter following the regulations.

W. Stauch said he had a problem with the reference to the structure as a shed because it is a garage that will house restored vehicles.

J. Brennan said charging one and one-half times the fee would make these actions seem inadvertent. He said Mr. Hasan was told twice that he needed a permit and he undertook a flagrant violation. He asked that a strong stance be taken.

J. Mitchell asked what would happen if a charge was laid. F. Natolochny said that staff would swear an information before a Justice of the Peace, Mr. and Mrs. Hasan would be served and the matter would proceed to a Court hearing. He said the Court could issue a remediation order and impose a fine.

G. Wicke noted that Mr. and Mrs. Hason had constructed the building without a GRCA permit. He asked whether they had a permit from the municipality. F. Natalochny answered that it was his understanding that they did not have a municipal permit.

**Resolution 79-14**

Moved by: L. Armstrong

Seconded by: T. Cowan

(Carried)

THAT Report GM-06-14-64 – Hasan Violation – Part Lot 10, Concession 3, Township of Puslinch be received as information.

i) **GM-06-14-66** Apps' Mill Nature Centre Renovations

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

**Resolution 80-14**

Moved by: V. Prendergast

Seconded by: S. Schmitt

(Carried)

THAT Report GM-06-14-66 – Apps' Mill Nature Centre Renovations be received as information.

j) **GM-06-14-67** Current Watershed Conditions as of June 24, 2014

D. Boyd indicated the following:

- Until June 24, 2014 precipitation has been below the long term average throughout the watershed.

- Rainfall near the end of the reporting period had greater watershed coverage but was not included in the report because it was not available for analysis when the report was prepared.
- The average air temperature has been approximately one degree above the long term average at the Shand Dam climate station.
- The level of Lake Erie is above the long term average.
- Reservoir levels at Shand, Conestogo, Luther and Guelph Dams are within normal operating range for this time of year.
- Environment Canada forecasts normal temperatures and precipitation for the June to August, 2014 period.

M. Laidlaw referred to Figure 6 in the report and asked if “augmentation” meant adding water. D Boyd responded in the affirmative.

**Resolution 81-14**

Moved by: J. Brennan

Seconded by: M. Laidlaw

(Carried)

THAT Report GM-06-14-67 – Current Watershed Conditions as of June 24, 2014 be received as information.

**13. Committee of the Whole:**

None

**14. General Business:**

**SR-06-14-01** Report of the Special Recognition Committee – Grand River Watershed Awards

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

**Resolution 82-14**

Moved by: P. Salter

Seconded by: W. Stauch

(Carried)

THAT Report SR-06-14-01 – Report of the Special Recognition Committee – Grand River Watershed Awards be received as information.

**15. 3<sup>rd</sup> Reading of By-Laws:**

None

**16. Other Business:**

W. Stauch said that a small scale Heritage Workshop is being organized for October 3, 2014 at the Arthur Historical Society. He also said that the 2015 Heritage Day Workshop will be held at the York Lands in Guelph.

G. Wicke commended GRCA staff who contributed to the Spring issue of The Grand.

**17. Closed Meeting: (motion required pursuant to Section 36 of By-Law 1-2013)**

**Resolution 83-14**

Moved by: L. Armstrong

Seconded by: M. Laidlaw

(Carried)

THAT the meeting adjourn into closed session to discuss property and labour relations matters.

The meeting adjourned at 11:30 a.m.

The meeting reconvened at 11:50 a.m.

**a) GM-06-14- 68 Amendment to Land Exchange – Parkhill Road West, City of Cambridge (Confidential)**

**Resolution 84-14**

Moved by: V. Prendergast

Seconded by: P. Salter

(Carried)

THAT Res. No. 37-14 - Land Exchange- Parkhill Road West, City of Cambridge, previously adopted, be amended to now read:

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, more particularly described as Parts 1, 2 ,3 and 4 on 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, City of Cambridge, more particularly described as Parts 21 to 25 on Reference Plan 58R-16766 and; Part of Lot 14, Plan D-9, City of Cambridge, more particularly described as Parts 2, 3, 4, 6 and 11***

*on Reference Plan 67R-1500, save and except Parts 12 and 13 on Reference Plan 58R-12603, Parts 1 and 2 on Reference Plan 67R-1550 and Parts 12 to 14, 21 to 29, 32 to 34, 36, 40, 42 to 49, 53, 54 and 55 on Reference Plan 58R-16766, including an easement in favour of Pearle Hospitality Inc. for Part 10, 23, 24 and 25 on Reference Plan 58R-16766 for the consideration of \$2.00.*

- b) **GM-06-14- 69** Report of the Labour Relations Steering Committee (Confidential)

**Resolution 85-14**

Moved by: L. Armstrong

Seconded by: T. Nevills

(Carried)

THAT the Grand River Conservation Authority ratifies the Collective Agreement as negotiated with OPSEU Local 259 for the period January 1 to December 31, 2014;

AND THAT the Human Resources Policies be amended to incorporate the applicable changes for non-union staff.

**18. Next Meetings:**

- General Membership Meeting  
Friday, July 25, 2014 – 9:30 a.m.  
Auditorium/Boardroom, Administration Centre, Cambridge
- General Membership  
Friday, August 22, 2014 – 9:30 a.m.  
Auditorium/Boardroom, Administration Centre, Cambridge

**19. Adjourn**

The meeting adjourned at 11:55 a.m.

**20. Grand River Source Protection Authority Meeting (if required)**

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Chair

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Secretary-Treasurer



# GRCA Current



July 2014 • Volume 19, Number 7

## GRCA General Membership

**Chair** Jane Mitchell

**Vice-Chair** Vic Prendergast

**Townships of Amaranth, East Garafraxa, Melancthon and Southgate and Town of Grand Valley**  
Tom Nevills

**Townships of Mapleton and Wellington North** Pat Salter

**Township of Centre Wellington**  
Joanne Ross-Zuj

**Town of Erin, Townships of Guelph/Eramosa and Puslinch**  
John Brennan

**City of Guelph**  
Bob Bell, Maggie Laidlaw

**Region of Waterloo**  
Les Armstrong, Todd Cowan,  
Jan d'Ailly, Rob Deutschmann,  
Jean Haalboom, Ross Kelterborn,  
Geoff Lorentz, Claudette Miller,  
Jane Mitchell, Warren Stauch

**Municipality of North Perth and Township of Perth East**  
George Wicke

**Halton Region** J. Barry Lee

**City of Hamilton** Jeanette Jamieson

**Oxford County** Bruce Banbury

**County of Brant**  
Brian Coleman, Steve Schmitt

**City of Brantford**  
Robert Hillier, Vic Prendergast

**Haldimand and Norfolk Counties**  
Lorne Boyko, Fred Morison

## Snyder's Flats and dogs

Recent efforts to enforce the regulation that requires dogs to remain leashed at Snyder's Flats in Waterloo have resulted in a great deal of interest from the public.

Some members of the public are in support of the enforcement efforts while others advocate that this should become a leash-free dog park. Feelings on both sides are strong.

Increase enforcement in June came about in response to a complaint from a resident whose children were frightened by off-leash dogs.

During June, GRCA staff visited the site on nine occasions. They laid seven charges for dogs off leash, three trespass bans and 21 people received warnings for swimming in the ponds. While there are six off-leash parks in Guelph, the number in Waterloo Region is more limited, so this is a well-used location.

Snyder's Flats has been owned by the GRCA since 1969 and recent work on the property had the primary goal of increasing fish and wildlife habitat within the Grand River floodplain. Volunteers and donor organizations helped achieve this by contributing funds for a variety of wetlands and habitats as well as an interpreted trail.

The presentations on the issue and discussion at the board table revealed that board members are also on both sides of this issue.

GRCA staff were asked to provide a report with more details about the impact of dogs at Snyder's Flats. This report will be brought to the board in July.

ner watershed municipalities, the provincial ministries of Environment, Agriculture and Food, Natural Resources, Environment Canada, Six Nations of the Grand River and the GRCA came together to review the current water management, address critical issues and identify action plans. These will be carried out by partners collectively.

The provincial and federal government ministries and the two First Nations in the Grand River are also being asked to endorse the plan.

For more information check [www.grandriver.ca/wmp](http://www.grandriver.ca/wmp).

## New appointments to GRCF

Two new directors were appointed to the Grand River Conservation Foundation in June— Wayne Fyffe of Paris and James den Ouden of Kitchener.

At the same annual general meeting, Brantford resident Joy O'Donnell was elected for a two-year term as chair while Doug Brock from Waterloo becomes the past chair.

Founded in 1965, the GRCF channels donations from individuals, foundations, groups and businesses to Grand River Conservation Authority projects. More than \$10 million has been raised so far.

The annual report is posted on [www.grcf.ca](http://www.grcf.ca) and printed copies are also available.

## Warm June weather

June began very dry with below the long-term average rainfall in the first half of the month across the watershed, except at Guelph Lake.

During the middle of the month, there were rainfall events in the northern part of the watershed, but the southern Grand remained dry. Rainfall near the end of the month was widespread.

The average temperature was 18 degrees, about one degree above the long-term average at the Shand Dam climate station. The warm weather in May and June has ended a six month stretch of cool weather.

## Board endorses Grand River Water Management Plan

The GRCA endorsed the updated Grand River Watershed Water Management Plan as a plan of best practices.

The draft plan was posted to the website in April for endorsement by member municipalities. Most have endorsed the plan which has been developed over the past five years. Staff from part-



Reservoirs are within the normal operating range for this time of year. Augmentation from the large reservoirs accounted for about 40 per cent of the flow through Kitchener, 15 per cent at Brantford and 15 per cent on the Speed River below Guelph.

Wet conditions since last fall resulted in rising groundwater levels at various monitoring wells throughout the watershed.

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## Apps' Mill Nature Centre receives major gifts

Apps' Mill Nature Centre in Brant County will get a major upgrade next year thanks to donations made through the Grand River Conservation Foundation.

SC Johnson & Son Ltd. of Brantford has taken a leadership role on the renovations with a \$100,000 donation that will support upgrades to classroom and outdoor learning spaces as well as improved accessibility to the centre. The company is a long-term partner of the GRCA.

Improvements that are being undertaken include an elevator, exterior landscaping such as the outdoor classroom, ramps, better storage and fully accessible washrooms and classroom upgrades.

While the project is still in the planning stage, the upgrades are planned for the summer of 2015. So far about \$250,000 has been raised of the \$300,000 that is needed from many donors.

If you would like to contribute to this or any other project supported by the GRCA, please contact Sara Wilbur at 519-621-2763, ext. 2272.

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## GRCA provincial offences officers

The GRCA has 28 staff members who are designated to enforce the regulations applicable on land owned by the GRCA.

Five new staff members were appointed as regulations officers in June. Typically, park superintendents, assistant superintendents and park operations technicians have been designated as POA officers once they have completed training.

Over the years, the role and importance of the GRCA's enforcement program has changed due to shifting needs. The current challenges result from increased pressure on GRCA properties that are used by the public.



This is a rest stop for kayakers exploring Conestogo Lake Park, which has excellent boat launch facilities. The lake is especially popular for fishing, power boats, sailing and camping, but it is also a great place for paddlers.

With increasing use of GRCA lands, there are an increasing number of issues such as alcohol abuse, vandalism, dogs that are off-leash and trespassing. Local police are not always in a position to respond and the GRCA must ensure that adequate staff are available to protect the land, GRCA staff and the public at these locations.

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## One-year contract

The GRCA and Ontario Public Service Employees Union (OPSEU) Local 259, which represents unionized staff, have negotiated a one-year contract that will expire on Dec. 31, 2014.

The contract includes a 1.1 per cent wage increase, changes to benefits for full-time, temporary and seasonal staff, as well as language about lateral transfers, sick days and one new personal day off.

Negotiations between the union and the GRCA took place this spring over five days.

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## River recreation surveys

DSS Management Consultants Inc., on behalf of Environment Canada, is carrying out surveys to learn more about recreational activities in the Grand River.

You can help by participating in these surveys on boating, fishing and swimming.

The work is being financed by Environment Canada under its Great Lakes Nutrient Initiative, which is aimed at improving the health of Lake Erie. The Grand River watershed is a major source of water to the lake.

The survey results will be used to help estimate the types, levels and distribution of these activities as well as their economic value. To see the surveys go to [www.grandriver.ca/newsroom/news.cfm](http://www.grandriver.ca/newsroom/news.cfm).

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

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

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

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

Reports mentioned in *GRCA Current*: [www.grandriver.ca/MeetingReports](http://www.grandriver.ca/MeetingReports).

For coming events, please see [www.grandriver.ca/Events](http://www.grandriver.ca/Events).

The *Grand Actions* newsletter is available online at: [www.grandriver.ca/GrandActions](http://www.grandriver.ca/GrandActions)



# GRCA Current



August 2014 • Volume 19, Number 8

## GRCA General Membership

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

## New volunteer program

A \$273,800 grant from the Ontario Trillium Foundation will allow the GRCA to set up a new formalized volunteer program over four years.

A volunteer coordinator will be hired to promote existing and new volunteer opportunities, develop a list of GRCA projects suitable for volunteers and match volunteers to the GRCA's needs. This new staff person will also seek support to make this program sustainable in the long-term and to ensure that health and safety processes are in place for volunteers.

GRCA staff members receive frequent questions about volunteer opportunities. Some of these can be accommodated in the area of tree planting, trail improvement and outdoor education, however until now many people have been referred to partner organizations.

This new program will engage new volunteers, help the GRCA look after passive lands and help connect people with the environment through outdoor experiences.

## EAB to cost \$4 million

The GRCA expects to spend \$4 million over the next four years in response to the destruction caused by the emerald ash borer.

The GRCA's original plan called for spending of \$1 million each year between 2014 and 2017, mostly to remove hazard trees. This work was delayed in 2014 due to the need to reallocate resources to ice storm cleanup. The most recent forecast shows that \$200,000 will be spent this year for EAB, with the remaining \$3.8 million to be spent in future years.

The beetle is expected to kill all ash trees over a couple of centimetres in diameter within 10 to 15 years.

The cost of dealing with the arrival of this invasive beetle is subject to change due to many factors. These include the unpredictable rate of infestation, how and where hazard trees are removed and how much restoration will be done after trees are removed.

The forecast assumes that reserves will be used to fund infestation expenses. The money in those reserves is from the sale of surplus properties and can only be used for high-priority projects that have a provincial interest.

However, the GRCA is injecting 200 trees on GRCA land with a bioinsecticide to save these trees. The injections will be done every two years for eight to 10 years.

## Mounting cleanup costs

Cleanup costs related to the ice storm last December continue to mount for the GRCA.

At the end of July, the cleanup cost was estimated at \$625,000, primarily due to hazard tree removal.

The province is helping municipalities and conservation authorities affected by the December 2013 ice storm by funding eligible response and recovery costs through a one-time Ice Storm Assistance Program. Eligible costs were incurred to protect public health and safety, or provide access to roads, sidewalks and frequently travelled routes.

The GRCA has already applied to the province for assistance in covering these costs and will be submitting its claim later this summer.

## Campers of all ages

It is looking like a good year for people to get outdoors.

At the end of July, the Grand River Parks revenue was slightly more than \$3.8 million, which is on par with this time last year.

July was a busy month with many programs in the parks that were organized by both the GRCA and partner organizations.

Summer camp registration at the nature centres is also higher than last summer. The camps were 86 per cent full by the end of July and the program offerings at Apps' Mill are more extensive than in previous years. There are still a few spots left for



some camps in August.

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## Restoration work at Luther Marsh

A few restoration projects are taking place at Luther Marsh.

Spring tree planting saw about 25,000 trees planted at Luther this spring. Invasive species control of dog strangling vine will be carried out thanks to funding provided by a donor through the Grand River Conservation Foundation. Grassland restoration seeding was completed on four of five fields. The fifth field (27 hectares) will be sprayed and seeded in the fall.

Also at Luther, marsh and grassland bird surveys were completed.

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## Monitoring Asian carp

On July 7 the federal government announced a new Asian carp science lab has opened up in Burlington at the Canada Centre for Inland Waters.

This lab will allow scientists to quickly test fish DNA samples from the Great Lakes. This is part of the federal government's effort to identify the threat of Asian carp.

Two Asian carp were found last year near the mouth of the Grand River. Fortunately, they were sterilized fish and unable to reproduce.

The Department of Fisheries and Oceans (DFO) Aquatic Science staff continue to monitor the southern Grand River for Asian carp, however no more fish have been found.

Four species of Asian carp were brought from Asia to North America in the 1960s and '70s. Since then, they have migrated north through U.S. waterways towards the Great Lakes. Preventing them from spreading into the Great Lakes is the best way to prevent harm to Ontario's native fish species.

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## Wet July weather

Rainfall was above the long-term average across the watershed in July and there were many rainstorms.

At Burford, about 100 mm of rain fell overnight toward the end of the month.

Two water safety messages were issued by the GRCA in July — one on July 14 for the Grand River from Shand Dam to Fergus due



GRCA forester Ron Wu-Winter gets set to inject an ash tree with a bioinsecticide to save it from the emerald ash borer. This is expensive and needs to be done to each tree every two years for 10 years. The GRCA is injecting 200 trees across the watershed to save them.

to dam gate testing. The other was on July 28 warning of high flows throughout the watershed due to heavy rainfall at the end of the month.

The temperature averaged 18.5 degrees, which is a degree cooler than the long-term average at the Shand Dam. Lake Erie was higher than average at the end of the month.

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## CHRS 10 year monitoring report

The 10 year monitoring report about the Grand River and its tributaries for the Canadian Heritage Rivers System is now posted on the GRCA website.

This report is required because this is the 20th anniversary of the designation of these rivers as Canadian Heritage Rivers. It covers the new threats, changes and losses related to heritage and recreational values as well as natural features within the watershed since 2004.

The Heritage Working Group and many GRCA staff were consulted in preparing the report. It also features photos that were submitted to the GRCA photo contest.

---

## Mill Creek rangers

The Mill Creek Rangers and summer campers explored aquatic life in and near Mill Creek as it flows through Shade's Mills

in Cambridge on July 17.

The Rangers are four high school students and a university-aged crew leader who are spending the summer carrying out restoration projects along Mill Creek, which flows from the Guelph area to Cambridge (Galt) where it enters the Grand River.

The ranger crew is a project of the Friends of Mill Creek. They are employed for eight weeks to carry out projects to improve the health and diversity of Mill Creek.

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**From:** Laurie LeBlanc  
**Sent:** Tuesday, August 05, 2014 4:20 PM  
**To:** Grant Whittington  
**Subject:** Ice Storm Assistance Program - Expression of Interest Outcome

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Deputy Minister

777 Bay Street, 17th Floor  
 Toronto ON M5G 2E5  
 Tel. 416-585-7100  
 Fax 416-585-7211

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du sous-ministre

777, rue Bay, 17e étage  
 Toronto ON M5G 2E5  
 Tél. 416-585-7100  
 Téléc. 416-585-7211



August 5, 2014

Mr. Grant Whittington  
 Chief Administrative Officer  
 Township of Wilmot  
 60 Snyder's Road West  
 Baden ON N3A 1A1

Dear Mr. Whittington:

Thank you for submitting an expression of interest to the Ice Storm Assistance Program.

The ministry has carefully reviewed your submission and determined that you have provided sufficient evidence of damage incurred as a result of the December 21-22, 2013 ice storm. You are eligible to proceed to the full claim stage to seek assistance for eligible response and recovery costs.

Later this summer, the ministry will send eligible claimants a package of detailed program guidelines and claim forms. Please use these materials to prepare a full claim submission. The deadline for the claim submission is October 31, 2014.

In the interim, please continue to track ice storm costs separately from normal operating costs in your financial system. Please also keep in mind that all claimed costs will be assessed against your supporting documentation and also will be subject to rigorous audit requirements. To be found eligible, costs must be supported by detailed documentation, such as damage reports, time sheets, invoices, proof of payment, and evidence that work was completed.

As a reminder, to be considered eligible for reimbursement, costs must be clearly linked to the December 21-22 ice storm event, be incremental to standard operating budgets,

and be incurred to protect public health and safety or to secure access to public roads, sidewalks, or frequently travelled routes. The target date for incurring costs was June 22, 2014.

Thank you once again for your interest in the program. If you have any questions, please do not hesitate to contact the ministry by e-mail at [icestorm.program@ontario.ca](mailto:icestorm.program@ontario.ca) or contact your local [Municipal Services Office](#).

Sincerely yours,

Laurie LeBlanc  
Deputy Minister





Pioneer Hi-Bred Limited  
7398 Queen's Line  
Chatham, Ontario N7M 5L1  
Tel: (519) 352-6350  
Telefax: (519) 436-6753  
Wats: (800) 265-9435

June 23, 2014

Township of Wilmot Fire Department  
Attn.: Michael Raine  
60 Snyder's rd. West  
Baden, ON  
N3A 1A1

Dear Michael Raine,

At DuPont Pioneer, we strive to increase awareness of safe practices on the farm and at home through our employees, sales representatives and customers.

But when accidents happen, it's peace of mind to know local rescue workers are prepared to step in. Pioneer is promoting safety in rural communities across Canada through donations to volunteer fire departments like yours.

Pioneer is pleased to present you with this cheque for \$5,000.00, made payable to the Township of Wilmot to support the purchase of upgraded rescue equipment.

Kindly forward an official receipt to Pioneer Hi-Bred Limited, P.O. Box 730, Chatham, Ontario, N7M 5L1, Attention: F.I.R.E. Investment.

Sincerely,

A handwritten signature in black ink that reads "Leah Van Lith".

Leah Van Lith  
DuPont Pioneer  
Funding Initiative for Rural Emergencies

/vl/  
encl.

**F.I.R.E.**  
FUNDING INITIATIVE FOR RURAL EMERGENCIES



## TOWNSHIP OF WILMOT

### BY-LAW NO. 2014-33

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

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

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

1. That the Holding Zone symbol (H) is hereby removed from the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this by-law and the zoning designation for the said lands shall be Zone 12, all in accordance with the provisions of Section 36 of the Planning Act, R.S.O. 1990.
2. The permitted uses, on the lands described on Schedule "A" attached to and forming part of this by-law and illustrated on Schedule "B" attached to and forming part of this by-law, shall be in accordance with the provisions of By-law No. 83-38, as amended.
3. This by-law shall come into effect on the final passing thereof by the Council of The Corporation of the Township of Wilmot subject to compliance with the provisions of The Planning Act, R.S.O., 1990 and amendments thereto.

READ a first and second time on the 25<sup>th</sup> day of **August, 2014**.

READ a third time and finally passed in Open Council on the 25<sup>th</sup> day of **August, 2014**.

---

MAYOR

---

CLERK

## SCHEDULE "A"

**ALL AND SINGULAR** that certain parcel or tract of land and premises situate, lying and being in the Township of Wilmot, in the Regional Municipality of Waterloo and Province of Ontario being composed of Part of Lot 18, Concession South of Snyder's Road in the said Township of Wilmot and being more particularly described as Part 2, Plan 58R-17590.

This is Schedule "A" to By-law No. **2014-33**.

PASSED this 25<sup>th</sup> day of **August, 2014**.

---

MAYOR

---

CLERK

SCHEDULE "B"  
PART OF LOT 18, CONCESSION SOUTH OF SNYDER'S ROAD  
BEING PART 2, PLAN 58R-17590  
TOWNSHIP OF WILMOT

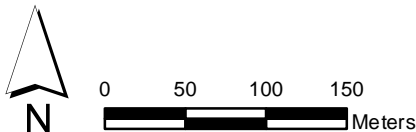
SUBJECT LANDS OUTLINED THUS: - - - - -



THIS IS SCHEDULE "B" TO BY-LAW NO. 2014-33  
PASSED THIS 25TH DAY OF AUGUST 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK



**THE CORPORATION OF THE TOWNSHIP OF WILMOT**

**BY-LAW NUMBER 2014-34**

**A BY-LAW FOR THE IMPOSITION OF DEVELOPMENT CHARGES**

**WHEREAS** the Township of Wilmot will experience growth through development and re-development;

**AND WHEREAS** development and re-development requires the provision of physical and social services by the Township of Wilmot;

**AND WHEREAS** Council desires to ensure that the capital cost of meeting growth-related demands for or burden on municipal services does not place an excessive financial burden on the Township of Wilmot or its existing taxpayers while at the same time ensuring new taxpayers contribute no more than the net capital cost attributable to providing the current level of municipal services;

**AND WHEREAS** the *Development Charges Act, 1997* (the “Act”) provides that the council of a municipality may by By-law impose development charges against land to pay for increased capital costs required because of increased needs for services;

**AND WHEREAS** a development charge background study has been completed in accordance with the Act;

**AND WHEREAS** the Council of The Corporation of the Township of Wilmot has given notice of and held a public meeting on the 11th day of August, 2014 in accordance with the Act and the regulations thereto;

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

**1. INTERPRETATION**

1.1 In this By-law the following items shall have the corresponding meanings:

“Act” means the *Development Charges Act*, as amended, or any successor thereof;

“accessory use” means where used to describe a use, building, or structure that the use, building or structure is naturally or normally incidental, subordinate in purpose of floor area or both, and exclusively devoted to a principal use, building or structure;

“apartment unit” means any residential unit within a building containing more than four dwelling units where the units are connected by an interior corridor;

“bedroom” means a habitable room which can be used as sleeping quarters, but does not include a bathroom, living room, dining room or kitchen;

“benefiting area” means an area defined by map, plan or legal description in a front-ending agreement as an area that will receive a benefit from the construction of a service;

“board of education” has the same meaning as set out in the *Education Act*, R.S.O. 1990, Chap. E.2, as amended, or any successor thereof;

“bona fide farm uses” means the proposed development that will qualify as a farm business operating with a valid Farm Business Registration Number issued by the Ontario Ministry of Agriculture, Food and Rural Affairs and be assessed in the Farmland Realty Tax Class by the Municipal Property Assessment Corporation;

“Building Code Act” means the *Building Code Act*, S.O. 1992, as amended, or any successor thereof;

“capital cost” means costs incurred or proposed to be incurred by the township or a local board thereof directly or by others on behalf of and as authorized by the Township or local board,

- (a) to acquire land or an interest in land, including a leasehold interest,
- (b) to improve land,
- (c) to acquire, lease, construct or improve buildings and structures,
- (d) to acquire, construct or improve facilities including,
  - (i) furniture and equipment other than computer equipment, and
  - (ii) material acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act*, R.S.O. 1990, Chap. P.44, as amended, or any successor thereof; and
  - (iii) rolling stock with an estimated useful life of seven years or more, and
- (e) to undertake studies in connection with any matter under the Act and any of the matters in clauses (a) to (d) above, including the development charge background study

required for the provision of services designated in this By-law within or outside the Township, including interest on borrowing for those expenditures under clauses (a) to (e) above that are growth-related;

“commercial” means any use of land, structures or buildings for the purposes of buying or selling commodities and services, but does not include industrial or agricultural uses, but does include hotels, motels, motor inns and boarding, lodging and rooming houses;

“Council” means the Council of the Township;

“development” means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that the effect of increasing the size of usability thereof, and includes redevelopment;

“development charge” means a charge imposed with respect to this By-law;

“dwelling unit” means any part of a building or structure used, designed or intended to be used as a domestic establishment in which one or more persons may sleep and are provided with culinary and sanitary facilities for their exclusive use;

“existing” means the number, use and size that existed as of the date this By-law was passed;

“farm building” means that part of a bona fide farming operation encompassing barns, silos and other ancillary development to an agricultural use, but excluding a residential use;

“gross floor area” means:

- (a) in the case of a residential building or structure, the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from any other dwelling unit or other portion of a building; and
- (b) in the case of a non-residential building or structure, or in the case of a mixed-use building or structure in respect of the non-residential portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside surfaces of exterior walls and the centre line of party walls dividing a non-residential use and a residential use, except for:
  - (i) a room or enclosed area within the building or structure above or below that is used exclusively for the accommodation of heating, cooling, ventilating, electrical, mechanical or telecommunications equipment that service the building;
  - (ii) loading facilities above or below grade; and
  - (iii) a part of the building or structure below grade that is used for the parking of motor vehicles or for storage or other accessory use;

“industrial” means lands, buildings or structures used or designed or intended for use for manufacturing, processing, fabricating or assembly of raw goods, warehousing or bulk storage of goods, and includes office uses and the sale of commodities to the general public where such uses are accessory to an industrial use, but does not include the sale of commodities to the general public through a warehouse club;

“institutional” means land, buildings, structures or any part thereof used by any organization, group or association for promotion of charitable, educational or benevolent objectives and not for profit or gain;

“Local Board” means a school board, public utility, commission, transportation commission, public library board, board of park management, local board of health, board of commissioners of police, planning board, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of the Township of Wilmot or any part or parts thereof;;

“local services” means those services, facilities or things which are under the jurisdiction of the Township of Wilmot and are related to a plan of subdivision or within the area to which the plan relates in respect of the lands under Sections 41, 51 or 53 of the *Planning Act*, R.S.O. 1990, Chap. P.13, as amended, or any successor thereof;

“lodging house” means a dwelling or residential building containing one or more lodging units designated to accommodate four or more residents. There residents may share common areas of the dwelling other than the lodging units, and do not appear to function as a household. This shall not include a group home, hospital or any residential care facility licensed, approved or supervised under any general or specific Act, or a hotel or motel. This shall include but not be limited to student residences, convents, tourist homes and nursing homes;

“lodging unit” means a room or set of rooms located in a lodging house designed to be used for sleeping and living accommodation which:

- a) is designed for the exclusive use of the resident or residents of the unit;
- b) is not normally accessible to persons other than the residents or residents of the unit; and
- c) may contain either a bathroom or kitchen but does not contain both for the exclusive use of the resident or residents of the units.

“multiple dwellings” means all dwellings other than single-detached, semi-detached and apartment unit dwellings;

“Township” means the Corporation of the Township of Wilmot;

“non-residential use” means a building or structure of any kind whatsoever used, designed or intended to be used for other than a residential use;

“Official Plan” means the Official Plan adopted for the Town, as amended and approved;

“owner” means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed’

“place of worship” means that part of a building or structure that is exempt from taxation as a place of worship under the *Assessment Act*, R.S.O. 1990, Chap. A.31, as amended, or any successor thereof;



“rate” means the interest rate established weekly by the Bank of Canada based on Treasury Bills having a term of 91 days;

“regulation” means any regulation made pursuant to the Act;

“residential dwelling” means a building, occupied or capable of being occupied as a home, residence or sleeping place by one or more persons, containing one or more Dwelling Units but not including motels, hotels, tents, truck campers, tourist trailers, mobile camper trailers or boarding, lodging or rooming houses;

“residential use” means the use of a building or structure or portion thereof for one or more Dwelling Units. This also includes a Dwelling Unit on land that is used for an Agricultural Use;

“row dwelling” means a building containing three or more attached dwelling units in a single row, each of which dwelling units has an independent entrance from the outside and is vertically separated from any abutting dwelling unit;

“semi-detached dwelling” means a dwelling unit in a residential building consisting of two dwelling units having one vertical wall or one horizontal wall, but not other parts, attached or another dwelling unit where the residential unit are not connected by an interior corridor;

“service” means a service designed in Schedule “A” to this By-law, and “services” shall have a corresponding meaning;

“servicing agreement” means an agreement between a landowner and the Township relative to the provision of municipal services to specified land within the Township;

“single detached dwelling unit” means a residential building consisting of one dwelling unit and not attached to another structure;

“Township” means the area within the geographic limits of the Township of Wilmot; and

## **2. DESIGNATION OF SERVICES**

2.1 The categories of services for which development charges are imposed under this By-law are as follows:

- (a) Transportation Services;
- (b) Fire Protection Services;
- (c) Parks and Recreation Services;
- (d) Library Services;
- (e) Administration Services;
- (f) Wastewater Services; and
- (g) Water Services

2.2 The components of the services designated in section 2.1 are described in Schedule A.

### 3. APPLICATION OF BY-LAW RULES

- 3.1 Development charges shall be payable in the amounts set out in this By-law where:
- (a) the lands are located in the area described in section 3.2; and
  - (b) the development of the lands requires any of the approvals set out in subsection 3.4(a).

#### Area to Which By-law Applies

- 3.2 Subject to section 3.3, this By-law applies to all lands in the Township of Wilmot whether or not the land or use thereof is exempt from taxation under s.13 or the *Assessment Act*.
- 3.3. Notwithstanding clause 3.2 above, this By-law shall not apply to lands that are owned by and used for the purposes of:
- (a) the Township or a local board thereof;
  - (b) a board of education; or
  - (c) the Corporation of the Region of Waterloo or a local board thereof;

#### Approvals for Development

- 3.4 (a) Development charges shall be imposed on all lands, buildings or structures that are developed for residential or non-residential uses if the development requires:
- (i) the passing of a zoning By-law or of an amendment to a zoning By-law under section 34 of the *Planning Act*;
  - (ii) the approval of a minor variance under section 45 of the *Planning Act*;
  - (iii) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
  - (iv) the approval of a plan of subdivision under section 51 of the *Planning Act*;
  - (v) a consent under section 53 of the *Planning Act*;
  - (vi) the approval of a description under section 50 of the *Condominium Act*, R.S.O. 1990, Chap. C.26, as amended, or any successor thereof; or
  - (vii) the issuing of a permit under the *Building Code Act* in relation to a building or structure.
- (b) No more than one development charge for each service designated in subsection 2.1 shall be imposed upon any lands, buildings or structures to which this By-law applies even though two or more of the actions described in subsection 3.4(a) are required before the lands, buildings or structures can be developed.
- (c) Despite subsection 3.4(b), if two or more of the actions described in subsection 3.4(a) occur at different times, additional development charges shall be imposed if the subsequent action has the effect of increasing the need for services.

#### Exemptions

- 3.5 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to:
- (a) an enlargement to an existing dwelling unit;

- (b) one or two additional dwelling units in an existing single detached dwelling; or
- (c) one additional dwelling unit in any other existing residential building;

3.6 Notwithstanding section 3.5(b), development charges shall be imposed if the total gross floor area of the additional one or two units exceeds the gross floor area of the existing dwelling unit.

3.7 Notwithstanding section 3.5, development charges shall be imposed if the additional unit has a gross floor area greater than

- (a) in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; and
- (b) in the case of any other residential building, the gross floor area of the smallest dwelling unit contained in the residential building.

3.8 Exemption for Industrial Development:

3.8.1 Notwithstanding any other provision of this By-law, no development charge is payable with respect to an enlargement of the gross floor area of an existing industrial building where the gross floor area is enlarged by 50 percent or less.

3.8.2 If the gross floor area of an existing industrial building is enlarged by greater than 50 percent, the amount of the development charge payable in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:

- (a) determine the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement;
- (b) divide the amount determined under subsection 1) by the amount of the enlargement

3.9 Other Exemptions:

Notwithstanding the provision of this By-law, development charges shall not be imposed with respect to:

- (a) Lands, buildings or structures used or to be used for a place of worship or for the purposes of a churchyard or cemetery exempt from taxation under the *Assessment Act*;
- (b) A home occupation;
- (c) Development creating or adding an accessory use or accessory structure;
- (d) Temporary use permitted under a zoning By-law under Section 39 of the *Planning Act*;
- (e) Non-residential farm buildings constructed for bona fide farm uses.

Amount of Charges

Residential

3.10 The development charges set out in Schedule B shall be imposed on residential uses of lands, buildings or structures, including a dwelling unit accessory to a non-residential

use and, in the case of a mixed use building or structure, on the residential uses in the mixed use building or structure, according to the type of residential unit, and calculated with respect to each of the services according to the type of residential use.

#### Non-Residential

- 3.11 The development charges described in Schedule B to this By-law shall be imposed on non-residential uses of lands, buildings or structures, and, in the case of a mixed use building or structure, on the non-residential uses in the mixed use building or structure, and calculated with respect to each of the services according to the total floor area of the non-residential use.

#### Reduction of Development Charges for Redevelopment

- 3.12 Despite any other provisions of this By-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within 60 months prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- (a) in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under subsection 3.10 by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and
- (b) in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charges under subsection 3.11, by the gross floor area that has been or will be demolished or converted to another principal use;

provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.

#### Time of Payment of Development Charges

- 3.13 Development charges imposed under this By-law are calculated, payable, and collected upon issuance of a building permit for the development.
- 3.14 Despite section 3.14, Council from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable, in accordance with section 27 of the Act.

**4. PAYMENT BY SERVICES**

- 4.1 Despite the payment required under subsections 3.11 and 3.12, Council may, by agreement, give a credit towards a development charge in exchange for work that relates to a service to which a development charge relates under this By-law.

**5. INDEXING**

- 5.1 Development charges imposed pursuant to this By-law shall be adjusted annually without amendment to this By-law, on the anniversary date of the By-law, in accordance with the second quarter of the prescribed index in the Act.

**6. SCHEDULES**

- 6.1 The following schedules shall form part of this By-law:
- Schedule A - Components of Services Designated in subsection 2.1
  - Schedule B - Residential and Non-Residential Schedule of Development Charges

**7. CONFLICTS**

- 7.1 Where the Township and an owner or former owner have entered into an agreement with respect to land within the area to which this By-law applies, and a conflict exists between the provisions of this By-law and such agreement, the provisions of the agreement shall prevail to the extent that there is a conflict.
- 7.2 Notwithstanding section 7.1, where a development which is the subject of an agreement to which section 7.1 applies, is subsequently the subject of one or more of the actions described in subsection 3.4(a), an additional development charge in respect of the development permitted by the action shall be calculated, payable and collected in accordance with the provisions of this By-law if the development has the effect of increasing the need for services, unless such agreement provides otherwise.

**8. SEVERABILITY**

- 8.1 If, for any reason, any provision of this By-law is held to be invalid, it is hereby declared to be the intention of Council that all the remainder of this By-law shall continue in full force and effect until repealed, re-enacted, amended or modified.

**9. DATE BY-LAW IN FORCE**

- 9.1 This By-law shall come into effect at 12:01 AM on September 1, 2014.

10.     **DATE BY-LAW EXPIRES**

10.1    This By-law will expire at 12:01 AM on August 31, 2019 unless it is repealed by Council at an earlier date.

**READ** a first and second time in Open Council this 25<sup>th</sup> day of August, 2014.

**READ** a third time and finally passed in Open Council this 25<sup>th</sup> day of August, 2014.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**SCHEDULE "A"**  
**TO BY-LAW 2014-34**  
**COMPONENTS OF SERVICES DESIGNATED IN SUBSECTION 2.1**

**100% Eligible Services**

- Transportation Services
  - Roads
  - Bridges and Culverts
  - Public Works Facilities
  - Public Works Rolling Stock
- Fire Protection Services
  - Fire Stations
  - Fire Vehicles
  - Fire Small Equipment and Gear

**90% Eligible Services**

- Parks and Recreation Services
  - Parkland Development
  - Vehicles and Equipment
  - Indoor Recreation Facilities
- Library Services
  - Library Facilities
- Administrative Services
  - Growth-related Studies

**Municipal Water and Wastewater Service Area (New Hamburg and Baden)**

- Wastewater Services
  - Wastewater Systems
- Water Services
  - Water Systems



SCHEDULE "B"  
TO BY-LAW 2014-34

SCHEDULE OF DEVELOPMENT CHARGES

Service	RESIDENTIAL					INDUSTRIAL	COMM/INST.
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Lodging Units	(per ft² of Gross Floor Area)	(per ft² of Gross Floor Area)
Municipal Wide Services:							
Transportation Services	\$ 2,138	\$ 1,261	\$ 862	\$ 1,696	\$ 656	\$ 0.59	\$ 1.32
Fire Protection Services	\$ 158	\$ 93	\$ 64	\$ 125	\$ 48	\$ 0.07	\$ 0.05
Parks and Recreation Services	\$ 2,081	\$ 1,228	\$ 839	\$ 1,651	\$ 638	\$ 0.13	\$ 0.29
Library Services	\$ 57	\$ 35	\$ 24	\$ 46	\$ 17	\$ 0.00	\$ 0.01
Administration - Studies	\$ 94	\$ 55	\$ 38	\$ 75	\$ 29	\$ 0.03	\$ 0.06
Total Municipal Wide Services	\$ 4,528	\$ 2,672	\$ 1,827	\$ 3,593	\$ 1,388	\$ 0.82	\$ 1.72
Urban Services							
Wastewater Services	1,897	1,119	765	1,505	582	\$ 0.53	\$ 1.17
Water Services	318	188	128	252	98	\$ 0.09	\$ 0.20
Total Urban Services	2,215	1,307	893	1,757	680	\$ 0.61	\$ 1.37
GRAND TOTAL RURAL AREA	4,528	2,672	1,827	3,593	1,388	\$ 0.82	\$ 1.72
GRAND TOTAL URBAN AREA	6,743	3,979	2,720	5,350	2,068	\$ 1.44	\$ 3.08

**THE CORPORATION OF THE TOWNSHIP OF WILMOT**

**BY-LAW NO. 2014 - 35**

**BY-LAW TO PROVIDE FOR ADVANCE VOTES  
TO BE HELD PRIOR TO VOTING DAY**

**WHEREAS**, Section 43 (1) and (2), of the Municipal Elections Act, S.O. 1996, provides that a municipal council shall pass a by-law establishing one or more dates for an advance vote, and the hours during which voting places shall be open on that date or dates;

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

1. An advance vote shall be held on Saturday, October 4th, 2014 between the hours of 11:00 a.m. and 6:00 p.m. at the Wilmot Recreation Complex, Nafziger Road, Baden, Ontario.
2. A second advance vote shall be held on Wednesday, October 8th, 2014 between the hours of 11:00 a.m. and 8:00 p.m. at the Township of Wilmot Municipal Office, 60 Snyder's Rd. W., Baden, Ontario.
3. That By-law No. 2010-18 is hereby rescinded.

**READ** a first and second time this 25 day of August, 2014.

**READ** a third time and finally passed in open Council this 25 day of August, 2014.

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**Mayor**

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**Clerk**