



**TOWNSHIP OF WILMOT
COUNCIL MEETING AGENDA
MONDAY, NOVEMBER 17, 2014**

**CLOSED COUNCIL MEETING
WILMOT COMMUNITY ROOM
6:15 P.M.
REGULAR COUNCIL MEETING
COUNCIL CHAMBERS
7:00 P.M.**

1. MOTION TO CONVENE INTO CLOSED SESSION

That a Closed Meeting of Council be held on Monday, November 17, 2014 at 6:15 p.m. in accordance with Section 239 (2) (e) of the Municipal Act, 2001, for the purposes of considering the following matters:

- 2 (e) litigation or potential litigation

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 November 3, 2014

Recommendation

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

Regular Council Meeting November 3, 2014.

7. PUBLIC MEETINGS

8. PRESENTATIONS/DELEGATIONS

- 8.1 Castle Kilbride Advisory Committee
Christmas at Castle Kilbride

9. REPORTS

9.1 CAO – no reports

9.2 CLERKS

**9.2.1 REPORT NO. CL 2014-33
Grand River Accessibility Advisory Committee
Proposed Participation – Wilmot Township**

Recommendation

THAT the Township of Wilmot submit a formal request to the Grand River Accessibility Advisory Committee (GRAAC) to join as a participating member, beginning January 2015, and further;

THAT the Director of Clerk's Services and/or Deputy Clerk be authorized to participate as Staff Liaison to said Committee to serve in an advisory / resource capacity.

9.3 FINANCE – no reports

9.4 PUBLIC WORKS – no reports

9.5 DEVELOPMENT SERVICES

**9.5.1 REPORT NO. DS 2014-25
Billboard Sign Renewals**

Recommendation

THAT report DS 2014-25 be endorsed.

**9.5.2 REPORT NO. DS 2014-26
Source Protection Municipal Implementation Fund Agreement
Use of SPMIF Funding for Mandatory Septic Inspection Program**

Recommendation

THAT the Mayor and Clerk be authorized to execute the attached amended agreement on behalf of the Township of Wilmot.

**9.5.3 REPORT NO. DS 2014-27
Source Protection Municipal Implementation Fund
Collaboration Statement**

Recommendation

THAT the Clerk be authorized to execute the attached Source Protection Municipal Implementation Fund Collaboration Statement on behalf of the Township of Wilmot.

9.5.4 REPORT NO. DS 2014-28
Draft Plan of Condominium Application 30CDM-14601
Part of Lot 15, Concession South of Snyder's Road
192-208 Brewery Street, Baden
Will-O Homes

Recommendation

THAT Draft Plan of Condominium Application 30CDM-14601 (Will-O Homes) be recommended to the Regional Municipality of Waterloo for draft approval subject to the following conditions:

- 1. THAT this approval applies to Draft Plan of Condominium 30CDM-14601 by GSP Group (project number 12157.50) dated October 1, 2014;**
- 2. THAT, prior to or concurrent with the registration of the plan, the owner shall grant any additional easements or rights of access required for utility or municipal services purposes to the satisfaction of the Director of Public Works;**
- 3. THAT, prior to or concurrent with the registration of the plan, the owner shall grant a right-of-way for future trail purposes through the subject property from the Brewery Street road allowance to the Tannery Street road allowance, to the satisfaction of the Director of Development Services;**
- 4. THAT, prior to or concurrent with the registration of the plan, the owner shall pay to the Township of Wilmot a condominium registration fee of \$600.13 per unit being registered; and,**
- 5. THAT, prior to or concurrent with the registration of the plan, the owner shall pay to the Township of Wilmot a park fee of \$1310.35 per unit being registered.**

9.5.5 REPORT NO. DS 2014-29
Release of Subdivision Agreement LT0067728
Plan 58M-206 Mannheim Village Estates
Paul Tuerr Construction / Tuerr Holdings Inc.

Recommendation

THAT the Mayor and Clerk be authorized to execute the necessary documents to release Subdivision Agreement LT0067728 with the applicant being responsible for all fees related to the preparation and registration of the release.

9.5.6 REPORT NO. DS 2014-30
By-law 2014-38
Dundee Recycling – Steelgate Farms

Recommendation

THAT Report DS 2014-30 be received for information.

**9.5.7 REPORT NO. DS 2014-31
October Building Statistics**

Recommendation

THAT the October 2014 Building Statistics be received for information.

9.6 FACILITIES AND RECREATION SERVICES – no reports

9.7 FIRE – no reports

9.8 CASTLE KILBRIDE – no reports

10. CORRESPONDENCE

10.1 Grand River Conservation Authority – GRCA Current, November 2014

Recommendation

THAT Correspondence Item 10.1 be received for information.

11. BY-LAWS

11.1 By-law No. 2014-47, Being a By-law to Authorize the Execution of the Source Protection Municipal Implementation Fund Agreement

11.2 By-law No. 2014-48, Being a By-law to Authorize the Execution of the Source Protection Municipal Implementation Fund Collaboration Statement

Recommendation

THAT By-law Nos. 2014-47 and 2014-48 be read a first, second and third time and finally passed in Open Council.

11.3 By-law No. 2014-38 By-law No. 2014-38, Zone Change Application 05/14, Dennis Kropf / Steelgate Farms Inc., Part of Lot 3, Concession 3, Block A, 1092 Bridge Street

Recommendation

THAT By-law No. 2014-38 be read a 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. 2014-49

Recommendation

THAT By-law No. 2014-49 to Confirm the Proceedings of Council at its Meeting held on November 17, 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 MEETING MINUTES
MONDAY, NOVEMBER 3, 2014**

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

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

Staff Present: Chief Administrative Officer G. Whittington, Director of Clerk's Services B. McLeod, Deputy Clerk D. Mittelholtz, Director of Public Works G. Charbonneau, Director of Facilities and Recreation Services S. Nancekivell, Director of Development Services H. O'Kafka, Fire Chief M. Raine, Director of Finance R. Tse, Assistant Curator S. Gropp, Manager of Accounting P. Kelly, Senior MLEO D. Wallace, Parks and Facilities Manager G. Dubrick, Arena Operations Supervisor J. Falk

- 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**

None disclosed.

6. MINUTES OF PREVIOUS MEETINGS

6.1 Council Meeting Minutes October 6, 2014

Resolution No. 2014-205

Moved by: A. Junker

Seconded by: M. Murray

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

Regular Council Meeting October 6, 2014.

CARRIED.

7. PUBLIC MEETINGS**8. PRESENTATIONS/DELEGATIONS****9. REPORTS**

9.1 CAO – no reports

9.2 CLERKS

**9.2.1 REPORT NO. CL2014-31
By-law Enforcement
Quarterly Activity Report
July 1st, 2014 to September 30th, 2014**

Resolution No. 2014-206

Moved by: B. Fisher

Seconded by: A. Junker

THAT the Enforcement Activity Report for July 1st, 2014 to September 30th, 2014 be received for information purposes.

CARRIED.

**9.2.2 REPORT NO. CL2014-32
Proposed 2015 Council Meeting Schedule**

Resolution No. 2014-207

Moved by: M. Murray

Seconded by: J. Gerber

THAT the following schedule for Regular Council Meetings be adopted:

January 12, 2015	February 9, 2015
March 9, 2015	April 13, 2015
March 30, 2015	April 27, 2015
May 11, 2015	June 1, 2015
May 25, 2015	June 22, 2015
July 20, 2015	August 31, 2015
September 14, 2015	October 5, 2015
September 28, 2015	October 19, 2015
November 2, 2015	
November 23, 2015	December 7, 2015.

CARRIED.

9.3 FINANCE**9.3.1 REPORT NO. FIN 2014-29
Procurement By-law Update****Resolution No. 2014-208****Moved by: J. Gerber****Seconded by: M. Murray**

THAT Report FIN 2014-29, prepared by the Manager of Accounting, regarding the update to the Township By-Law for the Procurement of Goods and Services and Disposal of Surplus Goods, be received for information purposes;

AND FURTHER, THAT an updated by-law be adopted, with an effective date of January 1, 2015.

CARRIED.

In response to Councillor J. Gerber, the Manager of Accounting advised that digital forms of advertising do attract local vendors and that the by-law does not preclude the municipality from using print media.

Councillor A. Junker concurred with the earlier comments but expressed that supporting local businesses should include advertising in the local newspaper.

9.4 PUBLIC WORKS**9.4.1 REPORT NO. PW-2014-15
Public Works Activity Report
July - September****Resolution No. 2014-209****Moved by: A. Junker****Seconded by: B. Fisher**

THAT the Public Works Department Activity Reports for the months of July, August and September 2014 be received for information.

CARRIED.**9.4.2 REPORT NO. PW-2014-16
Proposed No Parking Zone
Huron Place, New Hamburg****Resolution No. 2014-210****Moved by: M. Murray****Seconded by: B. Fisher**

THAT the following amendments be made to the Traffic and Parking By-Law:

- 1. THAT the existing Schedule "1," Part V – Section 3 – No Parking to said By-Law No. 2006-44 be amended by adding reference to:**
 - Huron Place, New Hamburg, on the west side, from Huron Street to the south end, at any time.**

CARRIED.

9.5 DEVELOPMENT SERVICES**9.5.1 REPORT NO. DS 2014-23
September Building Statistics****Resolution No. 2014-211****Moved by: M. Murray****Seconded by: P. Roe****THAT the September 2014 Building Statistics be received for information.****CARRIED.****9.5.2 REPORT NO. DS 2014-24
Release of Agreement – Ross Roth Sand & Gravel Inc.****Resolution No. 2014-212****Moved by: M. Murray****Seconded by: A. Junker****THAT the Township release Agreement WR701396 between the Township of Wilmot and Ross Roth Sand & Gravel Inc. from the title of Pt Lot 22, Concession 3, Block A (PIN 22204-0067 LT).****CARRIED.****9.6 FACILITIES AND RECREATION SERVICES****9.6.1 REPORT NO. PRD 2014-13
Facilities & Recreation Services Quarterly Activity Reports****Resolution No. 2014-213****Moved by: B. Fisher****Seconded by: M. Murray****THAT the Facilities & Recreation Services Activity Reports for the third quarter of 2014 be received for information.****CARRIED.****9.6.2 REPORT NO. PRD 2014-14
Tender 2014-13 Supply Electric Ice Resurfacer****Resolution No. 2014-214****Moved by: B. Fisher****Seconded by: A. Junker****THAT Tender 2014-13 to supply one new Electric Ice Resurfacer, be awarded to Joe Johnson Equipment for the bid price of \$152,731.58 net of the HST rebate.****CARRIED.**

The Director of Facilities and Recreation Services confirmed for Councillor J. Gerber that the Engo electric ice resurfacer are very popular in Europe and Quebec and that they are gaining popularity in the

western provinces. He further clarified that the machine has an internal ice leveling system opposed to an external laser leveling system typically utilized by other resurfacer manufacturers.

9.7 FIRE

9.7.1 REPORT NO. FI 2014-06 Quarterly Activity Report

Resolution No. 2014-215

Moved by: A. Junker

Seconded by: P. Roe

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

CARRIED.

9.8 CASTLE KILBRIDE

9.8.1 REPORT NO. CK2014-04 Quarterly Activity Report – July, August & September 2014

Resolution No. 2014-216

Moved by: P. Roe

Seconded by: A. Junker

THAT the Castle Kilbride Activity Report for the months of July, August and September be accepted for information purposes.

CARRIED.

The Assistant Curator highlighted the report.

10. CORRESPONDENCE

- 10.1 Ministry of Agriculture, Food and Rural Affairs – Ontario Community Infrastructure Fund – Formula-Based Funding Allocation Notice**
- 10.2 Grand River Conservation Authority – GRCA Current, October 2014**

Resolution No. 2014-217

Moved by: P. Roe

Seconded by: M. Murray

THAT Correspondence Items 10.1 to 10.2 be received for information.

CARRIED.

11. BY-LAWS

- 11.1 By-law No. 2014-44, No Parking on a Portion of Huron Place, Amendment to By-law 2006-44 Being a By-law to Regulate Traffic and Parking on Highways**
- 11.2 By-law No. 2014-45, Procurement By-law Update**

Resolution No. 2014-218**Moved by: M. Murray****Seconded by: A. Junker**

THAT By-law Nos. 2014-44 and 2014-45 be read a first, second and third time and finally passed in Open Council.

CARRIED.**12. NOTICE OF MOTIONS****13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS**

13.1 Councillor A. Junker announced that the New Dundee Remembrance Day parade and ceremony will be occurring on Saturday, November 8 at 10:30 starting at the school.

13.2 Mayor L. Armstrong announced that the New Hamburg Remembrance Day parade and ceremony will be on Tuesday, November 11 starting at 10:30 at Hunter Street.

14. BUSINESS ARISING FROM CLOSED SESSION**15. CONFIRMATORY BY-LAW****15.1 By-law No. 2014-46****Resolution No. 2014-219****Moved by: B. Fisher****Seconded by: A. Junker**

THAT By-law No. 2014-46 to Confirm the Proceedings of Council at its Meeting held on November 3, 2014 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.**16. ADJOURNMENT (7:21 P.M.)****Resolution No. 2014-220****Moved by: M. Murray****Seconded by: P. Roe**

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

CARRIED.

Mayor

Clerk



Christmas at Castle Kilbride

**Update from the Castle
Kilbride Advisory Committee**





Christmas at Kilbride



The Castle is fully decorated from **November 18** through to **January 4**.

Christmas at the Castle



Castle is fully decorated until Jan. 4

The table is set, the trees are trimmed, and the warmth and charm will kindle your holiday spirit. Visiting Wilmot Township's National Historic site is truly a magical time. When we celebrate Christmas with family and friends, we have the Victorians to thank for many of its joyful festivities and delightful customs. Step back in time and visit historic Castle Kilbride.



Touring Hours:

Regular Hours: Tuesday through Sunday
until Dec. 21st from 1:00 PM to 4:00 PM.

Holiday Hours: December 22, 23, 27, 28,
29, 30, January 2, 3, 4
from 1:00 PM to 4:00 PM.

Castle Kilbride









A Merry Victorian Christmas

Thursday December 4, 2014

- Tour the decorated home
- Enjoy live entertainment in the parlour with the *Shananigans*
- Visit with Santa
- Place a bid at our silent auction
- Enjoy cider, cookies & fellowship

Time: 6:00 p.m. – 8:30 p.m.

Cost: \$5 per person (*advanced tickets not required)



Everyone is welcome!



Castle Kilbride c. 1923





Fisher-Price Toy

Exhibit

NATIONAL HISTORIC SITE
Castle Kilbride
PRESENTS

TOYS! TOYS! TOYS! TOYS!

Fisher-Price® Toy Exhibit
For all ages!

- On exhibit until January 4th.
- Kindly on loan from the Terry Hull Collection.



Enjoy the Season at



Castle



Kilbride



Township of Wilmot **REPORT**

REPORT NO.	CL2014-33
TO:	Council
PREPARED BY:	Barbara McLeod Director of Clerk's Services
DATE:	November 17, 2014
SUBJECT:	Grand River Accessibility Advisory Committee Proposed Participation – Wilmot Township

Recommendation:

THAT the Township of Wilmot submit a formal request to the Grand River Accessibility Advisory Committee (GRAAC) to join as a participating member, beginning January 2015, and further;

THAT the Director of Clerk's Services and/or Deputy Clerk be authorized to participate as Staff Liaison to said Committee to serve in an advisory / resource capacity.

Background:

The *Ontarians With Disabilities Act* (ODA) became law on September 30, 2002, effecting the public sector. Its purpose was to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers. A mandatory requirement under ODA was that each municipality in Ontario with a population of over 10,000 was to establish an Accessibility Committee as defined within the Act and prepare an Accessibility Plan. Subsequently, the Province of Ontario also adopted the *Accessibility for Ontarians with Disabilities Act* (AODA) which affects both the public and private sectors.

In response to the ODA legislation, Wilmot opted to create its own Accessibility Advisory Committee and Terms of Reference. The term of Wilmot's Committee runs parallel to one term of Council. The pre-existing Kitchener-Waterloo Barrier Free Committee and representatives from other local municipalities and various organizations worked together to create terms of reference for a new joint committee which became the Grand River Accessibility Advisory Committee (GRAAC).

The Committee is a cross-disability Committee that provides advice to local municipal Councils and works within the framework of a municipal advisory committee. The Cities of Kitchener, Waterloo and the Townships of Woolwich, Wellesley, North Dumfries and the Region of Waterloo are and have now been active participants of GRAAC for several years.

The existing Terms of Reference for GRAAC (attached as Schedule A) outline the legislative duties and functions of the Committee as well as other duties and specifics.

Committee members serve without remuneration. GRAAC develops an annual budget for its operating expenses which is approved by each participating municipality along with a record of expenses. Each participant financially supports the operation of the Committee in accordance with the approved budget.

Staff Resources

Each participating municipality is to assign a maximum of two staff advisors to attend meetings to serve in an advisory/resource, non-voting capacity. The staff prepare the agenda, minutes and communication packages for the Committee and also provide updates to Councils with the circulation of the minutes. If the Committee is requested to appear as a delegation before Council, then transportation accommodation (if required for accessibility purposes) for the representatives (Chair and Area Municipal members) would be arranged by the Host Municipality.

Selection and Qualifications of Members

Currently the Terms of Reference indicate that the Committee is comprised of 11-15 members. At this time, 14 members sit on the Committee. The staff working group is responsible for inviting members via their respective websites, Social Media and Community Newsletters. As per the legislation, the majority of the members shall include persons with disabilities representing the interests of citizens with varying disabilities. In addition, voting members will include 1 to 2 parents / caregivers of a person with a disability, who may also be persons with a disability and, 1 to 5 laypersons / agency representatives interested in disability issues. There is currently no requirement that each municipality have a set number of residents who sit on the Committee. Staff submit the names of the persons recommended for appointment to their respective Councils for approval, based on an applicant's experience with a disability and their knowledge of such and / or expertise in barrier-free initiatives or disability issues. Each participating municipality has one vote.

Discussion:

As the standards and priorities of provincial legislation continue to be downloaded to the municipal level, staff are of the opinion that the knowledge / experiences and greater resources of the existing well established Committee would be advantageous to Wilmot and that consistency on a Regional scale in fulfilling the requirements of the AODA would be achieved. Clerk's Services have met with the existing staff working group of GRAAC to discuss the recommended process for joining the Committee.

As the current membership for Wilmot's existing Accessibility Committee is due for renewal this year, it would be an opportune time for our interested Committee members to apply to become members on GRAAC. The Township's Accessibility Committee would be dissolved upon GRAAC's approval for Wilmot to join.

The current participating municipalities of GRAAC are very pleased with their work and expertise. Wilmot and Cambridge are the only Area Municipalities that are not currently participants of the Committee. As well, Cambridge is investigating joining this organization.

Clerk's Services will provide regular updates to Council relative to the process as it unfolds.

Strategic Plan Conformity:

By joining the Regional Committee, the Township is continuing to promote the quality of life for its residents with accessibility concerns and ensuring an engaged community.

Financial Implications:

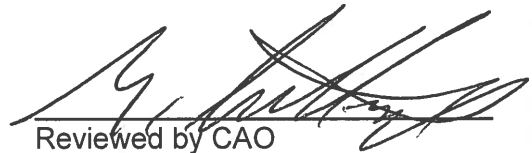
Each participating municipality considers the annual budgeted amount and financially supports the operation of the Committee in accordance with the approved budget. The costs for Wilmot would be nominal.

Conclusion:

It is recommended that the Township of Wilmot make a formal request to join the GRAAC Committee in order to fulfill the requirements of the ODA and further that the Director of Clerk's Services and Deputy Clerk be authorized to act as staff liaison to the Committee.



Barbara McLeod, Director of Clerk's Services


Reviewed by CAO



Grand River Accessibility Advisory Committee

**Grand River Accessibility Advisory Committee
Terms of Reference**

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Grand River Accessibility Advisory Committee

Terms of Reference

PREAMBLE

These terms of reference were developed under the provisions of the *Ontarians with Disabilities Act, 2001* and may be modified due to the release of regulations for the *Accessibility for Ontarians with Disabilities Act, 2005*.

1. Name of Committee

The Committee shall be known as the Grand River Accessibility Advisory Committee or "GRAAC".

2. Legislated Definitions

"Barrier" means anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier, a technological barrier, a policy or practice; ("obstacle")

"Disability" means,

- a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,
- b) a condition of mental impairment or a developmental disability,
- c) a learning disability, or a dysfunction in one or more of the processes, involved in understanding or using symbols or spoken language,
- d) a mental disorder, or
- e) an injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997; ("handicap")

"Participating Municipalities" means the municipalities listed in Schedule "A".

"Councils" means the elected councils of the participating municipalities.

3. Purpose of Provincial Legislation

The purpose of the *Ontarians with Disabilities Act* and the *Accessibility for Ontarians with Disabilities Act* is to improve opportunities for persons with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the Province.

4. Mission Statement of the Grand River Accessibility Advisory Committee

The Grand River Accessibility Advisory Committee shall assist the participating municipalities in fulfilling the purpose of the *Ontarians with Disabilities Act* and the *Accessibility for Ontarians with Disabilities Act* by providing vision and advice in regards to the removal of barriers.

5. Mandate

1. The authority to establish the Grand River Accessibility Advisory Committee originated from the provisions of the *Ontarians with Disabilities Act* and will continue to exist under the provisions of the *Accessibility for Ontarians with Disabilities Act*.
2. The Grand River Accessibility Advisory Committee shall operate in accordance with the procedures set out in this document.
3. The Grand River Accessibility Advisory Committee is the advisory committee to participating municipalities for fulfilling the purpose of the *Ontarians with Disabilities Act* and the *Accessibility for Ontarians with Disabilities Act*.

6. Legislated Duties and Functions

In fulfilling the purpose of the *Ontarians with Disabilities Act* and the *Accessibility for Ontarians with Disabilities Act*, the Grand River Accessibility Advisory Committee shall:

- 6.1 Advise Councils annually, as required by legislation, regarding the preparation, implementation and effectiveness of the annual accessibility plans of the participating municipalities.
- 6.2 Advise participating municipalities on the accessibility of buildings, structures or premises, or part of a building, structure or premises, that the municipalities lease, purchase, construct or significantly renovate.
- 6.3 Review in a timely manner and advise municipalities on the accessibility of site plans and drawings described in Section 41 of the *Planning Act* that the Grand River Accessibility Advisory Committee selects, having regard to the approved barrier-free best practices of the participating municipalities.
- 6.4 Perform other functions specified in the *Ontarians with Disabilities Act* and the *Accessibility for Ontarians with Disabilities Act*.

7. Budgetary Responsibilities

The Grand River Accessibility Advisory Committee shall develop an annual budget for its operating expenses. The budget shall be approved by each participating municipality and a record of expenses shall be provided to those municipalities annually. The participating municipalities shall financially support the operation of the Committee in accordance with the legislated requirements and approved budget.

Neither the Grand River Accessibility Advisory Committee or any member thereof shall have the power to pledge the credit of the participating municipalities in any manner whatsoever unless authorized by those municipalities, nor shall the Grand River Accessibility Advisory Committee or any member thereof have the power to authorize any expenditure or appropriate or expend public monies in any manner whatsoever.

8. Other Duties

The Grand River Accessibility Advisory Committee may undertake the following duties provided that the legislated duties and functions set out in Section 6 and the budgetary responsibilities set out in Section 7 are being addressed to meet statutory requirements:

- 8.1 Review matters provided for review from participating municipalities and respond with advice as appropriate.
- 8.2 Consult with persons with disabilities, community groups and organizations representing persons with disabilities in order to capture and communicate emerging issues to participating municipalities.
- 8.3 Refer issues, make recommendations or suggestions for action to appropriate groups, agencies, committees and organizations in the community to address barriers that affect persons with disabilities.
- 8.4 Provide advice to participating municipalities on ways to address issues for the inclusion of persons with disabilities relating to the provision of transportation, housing, employment, recreation and education in order to achieve an accessible community for persons with disabilities.
- 8.5 Provide advice to participating municipalities with respect to government directives and regulations relating to the status of persons with disabilities including regulations for the *Accessibility for Ontarians with Disabilities Act, 2005*.
- 8.6 Provide advice on existing and proposed procurement processes of the participating municipalities with respect to the purchase of goods or services with regard to accessibility for persons with disabilities.
- 8.7 Liaise with other local accessibility advisory committees including, but not limited, to the City of Cambridge, the Township of Wilmot and the City of Guelph.
- 8.8 Provide feedback to participating municipalities regarding these terms of reference and advise on changes if required. Changes must comply with statutory requirements and shall require the ratification of participating municipalities.

9. Committee Size and Composition

9.1 Voting Members

The Committee will be comprised of 11-15 volunteer laypersons or agency representatives appointed by the councils of the participating municipalities, with one vote each, represented as follows:

- A majority of the members shall include persons with disabilities representing the interests of citizens with varying disabilities. These Committee members shall reflect the cross-disability nature of the definition of “disability”.
- 1 to 2 parents/caregivers of a person with a disability, who may also be persons with a disability.
- 1 to 5 laypersons or agency representatives interested in disability issues, who may also be persons with a disability.

Although no residency requirement is outlined under Provincial legislation, municipalities will strive to ensure geographic representation of members from the participating municipalities.

9.2 Other Participants

Council Liaisons:

Mayors of participating municipalities and the Regional Chair will serve in a non-voting ex officio capacity. Members of Councils of the participating municipalities are invited to attend all meetings and may liaise on issues relating to their municipality and communicate their municipality’s perspective on matters. Councillors will act in a non-voting capacity.

Staff Advisors:

Each participating municipality will assign a maximum of two Staff Advisors to attend meetings of the Grand River Accessibility Advisory Committee to serve in an advisory/resource capacity. Other staff may participate for specific issues. Staff Advisors will serve in a non-voting capacity.

10. Staff Support Group

Staff Advisors shall participate on the GRAAC Staff Support Group (GSSG) and assist in identifying issues that need review by the Grand River Accessibility Advisory Committee. The Grand River Accessibility Advisory Committee may call upon the resources of the Staff Advisors as needed. The Co-Chairs of the Grand River Accessibility Advisory Committee will work in consultation with the Staff Advisors to set the agenda for each meeting. The Staff Advisors will convey the feedback and advice of the Grand River Accessibility Advisory Committee back to participating municipalities.

11. Selection and Qualifications of Members

GRAAC is an advisory committee of the participating municipalities. Recruitment and selection of members is the responsibility of the participating councils. The task of selecting members is assigned to the members of the Staff Support Group who are responsible for carrying out a bias-free recruitment and selection process, and for submitting the names of persons recommended for appointment to their respective councils for approval.

Committee members are chosen for their life experience with a disability and their knowledge of such and/or expertise in barrier-free initiatives or disability issues. Each member of the Committee shall serve as an independent representative to the Committee and shall not represent the concerns of only one disability or group.

In order to avoid potential conflict of interest, municipal employees with disabilities are not eligible to be voting members of the Committee.

12. Term of Appointments

The term of appointment for voting members of the Grand River Accessibility Advisory Committee shall be 3 years to a maximum of 6 continuous years.

13. Committee Procedures and Operations

13.1 Co-Chairs

Co-Chairs will be elected from among the Committee members annually at the first meeting of the new Committee and will preside over meetings and committee business. Co-Chairs may not chair sub-committees of the Grand River Accessibility Advisory Committee.

13.2 Sub-Committees

The Grand River Accessibility Advisory Committee may establish sub-committees as required. The Committee will approve terms of reference for each sub-committee created and each sub-committee shall operate in accordance with its terms of reference. Sub-committees may draw upon members from the Grand River Accessibility Advisory Committee but and may also include individuals who are not members. This may include, from time to time, individuals or organizations with a particular area of expertise. Expenses incurred by sub-committee members for training opportunities must be approved by the Grand River Accessibility Advisory Committee and accommodated within the annual budget developed under the provisions of Section 7 of this document. Staff Advisors and Council Liaisons shall not be voting members of sub-committees. Their role is to serve in an advisory/resource capacity and provide input on matters that relate to their respective municipalities.

13.3 Minutes and Agendas

The staff steering group will assign an Administrative Support Person to serve the Grand River Accessibility Advisory Committee. Minutes will be taken and distributed by the Administrative Support Person. Agendas will be assembled and distributed by the Administrative Support Person in consultation with the Co-Chairs. Agendas and minutes will be distributed either electronically or by mail no less than one (1) week prior to the meeting and will be sent to all members of the Grand River Accessibility Advisory Committee, the Staff Steering Group and Council Liaisons.

Minutes of meetings will be managed in accordance with municipal records management practices. Minutes and agendas will be made available in alternate format upon request. Approved minutes may be posted on the GRAAC website. The participating municipality that

provides administrative support to GRAAC shall be the keeper of the original agendas and minutes.

13.4 Meetings

Members of the Grand River Accessibility Advisory Committee will determine a schedule of dates, times and location of meetings. The Committee will meet no less than four (4) times each year. Meetings will be open to the public except if the subject matter being considered is within a category defined in Section 239 (2), (3) or (3.1) of the Municipal Act 2001 as amended, in which case the meeting may be closed. When a matter is considered in a closed meeting, members shall maintain confidentiality of the subject matter.

13.5 Quorum and Voting

A quorum shall consist of a majority of the Voting Members appointed to the Committee. Members will work toward a consensus model for decision making, if this is not possible a simple majority vote will be held.

13.6 Delegations

Delegations are welcome to attend meetings of the Grand River Accessibility Advisory Committee for issues that fall within the guidelines of these terms of reference. Delegations may address the Committee for five minutes and the Committee may grant an additional five minutes. Delegations will be approved by the Co-Chairs and a delegation guide will be completed for each delegation. A copy of the delegation guide is attached as Schedule "B".

13.7 Reporting and Communication

The Committee will provide advice and feedback to participating municipalities through the Staff Support Group. The Co-Chairs or other approved member of the Committee will be the official spokesperson to the media and the public.

13.8 Conflict of Interest

Voting members will be subject to the Conflict of Interest Policy attached as Schedule "C" to these terms of reference. All Voting Members, Staff Advisors and Council Liaisons shall abide by the policy. Persons in violation of the policy may be asked to refrain from active participation with the Committee at the discretion of the participating municipalities.

13.9 Absences

If a Committee member is absent for three consecutive meetings without notice or justifiable reason, their membership will be reviewed by the Committee.

14. Remuneration

Committee members shall serve without remuneration. Expenses related to the accommodation of Voting Members who are persons with disabilities and which are necessary to facilitate a Voting Member's participation in the activities of the Grand River Accessibility Advisory Committee shall be compensated in accordance with the Accommodation Policy attached as Schedule "D" to these terms of reference.

15. Dissolution of the Committee

Formal dissolution of the Committee will require a resolution from the Councils of the participating municipalities. Dissolution of the Committee may be triggered by one of the following:

- Expiration of term
- Completion of task or mandate
- Resolution of issues
- Legislative requirement no longer exists
- Merger with another committee
- Following the annual review process
- Recommendation by the Grand River Accessibility Advisory Committee, or staff or Council advisors of the participating municipalities.

**GRAAC TERMS OF REFERENCE
SCHEDULE "A"**

PARTICIPATING MUNICIPALITIES

The participating municipalities are the municipalities of:

- City of Kitchener
- City of Waterloo
- Township of North Dumfries
- Township of Wellesley
- Township of Woolwich
- Regional Municipality of Waterloo.

**GRAAC TERMS OF REFERENCE
SCHEDULE "B"**

DELEGATION GUIDE

As a citizens' advisory committee to councils, GRAAC welcomes delegations who are individuals or groups who wish to make a presentation on municipal issues that affect people with disabilities. You must register to be a delegation, and fill out the following guide. Please read it carefully, and respond to the following questions. Attach additional information if required. Write "n/a" if a question does not apply to you.

1. Who is the person or who are the people who comprise this delegation?
2. What is the purpose of this delegation?
3. Waterloo Region has a two-tier system of local government. Does this concern regional services (upper tier) or those of the cities or townships (lower tier)? Please specify the issue (i.e., transportation, recreation, etc.).
4. Have you approached staff of your municipality or region first for help and advice with the issue? If so, please advise us of their response.
5. Have you approached your local or regional Council, or any of its members? If so, what has been the response? For questions 4 and 5, please attach copies of correspondence, whether electronic or hard copy.
6. Does the issue involved fit the mandate of another advisory or regulatory committee? Staff will be able to advise you on this. If so, has it been approached first?
7. What is your goal? Given the Terms of Reference under which GRAAC is set up and which constitutes its mandate, what does the delegation propose to achieve by presenting to GRAAC? Staff will be able to assist you with understanding Terms of Reference for the committee. GRAAC is set up as an advisory body to councils.
8. Contact information (optional):

PLEASE NOTE: The Committee cannot make independent decisions; it can only make recommendations to council. GRAAC may not necessarily make any recommendation or take any action on the day of presentation. Any written material you wish to present must be received at least two weeks prior to meeting date to accommodate special needs. No documentation will be accepted for circulation at the meeting. Your presentation is limited to five (5) minutes, and you will be timed by the chairperson, who will stop you if you exceed your allotted time. Please speak clearly to facilitate the ASL interpreter. You consent to giving us personal information for the purposes of appearing as a delegation. Thank you for your interest.

**GRAAC TERMS OF REFERENCE
SCHEDULE "C"**

CONFLICT OF INTEREST POLICY

Operating Principles:

Members of the Grand River Accessibility Advisory Committee (GRAAC) have a duty to conduct themselves in an impartial and objective manner. While the municipalities value the participation of citizens on GRAAC, it is recognized that appointees have a broad range of interests and, from time to time, actual or potential conflicts of interest or the appearance of such conflicts may arise. The purpose of this policy is to enable the Committee to deal with such conflicts in as open and appropriate a way as possible.

It is understood that members of the GRAAC will perform their duties in such a way as to promote public confidence and trust in the integrity, objectivity and impartiality of the Committee. No member shall directly or indirectly receive any profit from his/her position, provided that reasonable expenses may be paid in the performance of their duties.

Definitions

"Affected Party" means any individual, partnership, corporation, organization or other legal entity which has an interest in property, objects or other assets which are the subject matter of consideration by the Committee; "Business associate" means an individual in a formal partnership or in a shared ownership of a company or enterprise with a Member;

"Participating Municipalities" means, the municipalities listed in Schedule "A" of the Terms of Reference.

"Committee" is the Grand River Accessibility Advisory Committee as established by the participating municipalities;

"Immediate family" means a parent, child, spouse or common-law spouse of a Member;

"Member" is an individual formally appointed to the Committee by the councils of the participating municipalities, but does not include any elected member of Municipal Council or a member of municipal staff.

Conflicts

Conflicts of interest arise when Members may financially benefit, directly or indirectly, from their membership on a Committee. Such involvements include, but are not limited to, the following:

- Members being the Affected Party or employed by or doing business with the Affected Party
- Members' immediate family being the Affected Party or employed by or doing business with the Affected Party

- Members' business associates being the Affected Party or employed by or doing business with the Affected Party
- A conflict of interest may be actual, potential or apparent. The same duty to disclose applies to each. The pecuniary interests of a Member's immediate family or business associate are considered to also be the pecuniary interests of the Member. Full disclosure in itself does not remove a conflict of interest.

Principles and Procedures

It is important that Members be sensitive to appearance and perception and err on the side of transparency. In case of conflicts, whether actual, potential or apparent, Members are expected to fully disclose the conflict as soon as it arises and before the Committee makes any decisions in the matter where the conflict exists.

Once such a disclosure has been made, the Member involved shall abstain from voting and shall not participate in the discussion of the matter which gave rise to the conflict. The affected Member must not in any way, whether before during or after the meeting, attempt to influence the outcome of any discussion or voting on the matter. If the meeting at which the matter is discussed is not open to the public, in addition to the above, the Member must leave the meeting room for the duration of any discussion and voting on the matter.

In cases where one or more of the Committee's Members has abstained from voting as a result of conflict, such Members shall be identified in the minutes of the meeting.

Individual Members are encouraged to seek independent advice on conflicts or potential conflicts.

Quorum

Where the number of Members who, by reason of conflict, are disallowed from participating in a meeting such that the remaining Members no longer constitute a quorum as set out in the Committee's Terms of Reference, then remaining Members shall be deemed to constitute a quorum provided there are not less than two Members present.

Solicitation

No Member may in any way, either overtly or otherwise, use the fact of their membership on the Committee to solicit business for their own benefit or the benefit of their immediate family or business associates.

Removal of Members

If the Councils of the participating municipalities determine, at their discretion, that a Member has failed to fulfill their obligations pursuant to this policy, the Councils may remove the Member from the Committee. No notice is required, nor any hearing of the matter, prior to the Councils making the decision to remove the Member.

Acceptance of Policy

Each Member will receive a copy of this policy. Members will be asked to sign an acknowledgement stating that they have received, read and accepted the policy in its entirety and that they agree to be bound by its terms.

GRAAC TERMS OF REFERENCE SCHEDULE “D”

ACCOMMODATION POLICY

Background

As per the Terms of Reference, GRAAC Voting Members shall serve without remuneration. Expenses related to the accommodation of persons with disabilities in order to participate in GRAAC meetings shall be compensated.

Accommodation means providing the necessary supports for a person with a disability to fully participate, which is sensitive to their individual circumstances. Additionally, accommodation means it is the responsibility of those providing service to accommodate the needs of persons with disabilities so as to ensure they are treated equally. Treating people equally does not always mean treating people “the same”. In some instances, “equal treatment” for persons with disabilities may require different treatment – e.g. provision of meeting materials in alternate formats to remove a communication barrier, or providing attendant care to enable the physical presence of someone at a meeting or providing bus tickets or mileage reimbursement to remove a financial barrier due to a disability to meeting attendance/participation. These are all examples of accommodating persons with disabilities in order to remove barriers to their participation.

A key element to be considered in accommodation is that the needs of persons with disabilities must be accommodated, whenever possible, in such a way that the privacy, comfort, autonomy and dignity of the person are respected.

(adapted from the Ontario Human Rights Code)

Policy Statement of Accommodation for Voting Members with Disabilities

Members of the Grand River Accessibility Advisory Committee serve without remuneration. Members who are persons with disabilities will be accommodated with the resources that are deemed necessary for them to fully participate in the Committee (e.g. American Sign Language (ASL) interpretation services, Braille translation services, transportation, attendant services, etc)

Process for Requesting Accommodation under the Accommodation Policy

Voting Members requesting accommodation and provision of support to participate may disclose to any Staff Advisor of the need to be accommodated in order to fully participate in the Committee.

In order to remove transportation barriers, Voting Members requesting this particular accommodation will be asked to complete a form which will be provided by staff and submitted bi-annually for approval and reimbursement at the pre-approved rate. Voting Members may submit by July 15 of each year for the January to June period and by Dec 15 for the July to December period.

For all other accommodations (provision of ASL, Braille, etc), Voting Members are encouraged to approach staff to identify their accommodation needs.



Township of Wilmot REPORT

REPORT NO. DS 2014-25

TO: Council

PREPARED BY: Andrew Martin, Planner/EDO

DATE: November 17, 2014

SUBJECT: Billboard Sign Renewals

Recommendation:

That report DS 2014-25 be endorsed.

Background:

The Township of Wilmot currently licenses four billboards. Township of Wilmot Sign By-law 2002-25 provides that, subject to an annual review, billboard licenses may be extended from year to year. This report provides a summary and recommendation with respect to renewed licenses for each of the billboards in the Township

Discussion:

Werner Kuehlenborg

Location: Corner of Bleams Road and Trussler Road, Mannheim

Date of first issuance: November 15, 2006

Summary:

The billboard has been renewed annually since November of 2006. In 2007, Council approved a variance to the sign by-law to permit 25% of the billboard to advertise non Wilmot based businesses. All sign faces are currently filled on the billboard, with only one business located outside of Wilmot in compliance with the sign's conditions of approval.

Recommendation:

That the billboard permit be extended for an additional year.



Sign face as of November 10, 2014

David Pauli Holdings Inc.

Location: 200 Waterloo Street, New Hamburg

Date of first issuance: November 22, 2010

Summary:

This building was first considered for licensing of a billboard in 2006. The sign faces have not changed since last year's review and remain in compliance with the sign's conditions of approval.



Sign face as of November 10, 2014

Recommendation:

That the billboard permit be extended for an additional year.

ADS High Impact Advertising Inc.

Location: 374 Hamilton Road, New Hamburg

Date of first issuance: April 14, 2011

Summary:

Council approved licensing of this billboard on January 31, 2011. A billboard sign permit was subsequently issued on April 14, 2011. The sign is installed on an acoustical wall between Alloy Castings and the Tim Horton's drive thru. When the sign was reviewed last year it was 71% occupied with 20 Wilmot based business (80% of the occupied sign) and 6 non-Wilmot based businesses (20% of the occupied sign). The maximum non-Wilmot based content is set at 20%.



Sign face as of November 10, 2014

As of November 10, 2014, the occupied portion of the sign has now been reduced to 60% with the number of Wilmot based business reduced to 14 (64% of the occupied sign) and non-Wilmot based business increased to 7 (36% of the occupied sign).

One of the Wilmot based businesses, new to the sign, operates as a home based business. The business was contacted on November 10, 2014 to advise of the requirement to obtain a home occupation certificate from the Township. Staff have contacted ADS Advertising and notified them that the advertising ratio on their sign is no longer in compliance with their license and of the one Wilmot business requiring approval to operate from a home.

Recommendation:

That ADS Advertising be given until December 31, 2014 to bring the advertising ratio into compliance with the license requirements by increasing the number and/or size of Wilmot based content or by reducing the number and/or size of non-Wilmot based content and that the referenced home based business sign face be removed should approval not be obtain from the Township by the same date. Subject to compliance with these requirements, staff recommend that the billboard permit be extended for an additional year.

Took-A-Look Media

Location: Northwest corner of Nafziger Road and Waterloo Street

Date of first issuance: December 10, 2010

Summary:

This billboard sign was first considered for licensing in April of 2009. The approval was given such that the license is deemed to automatically renew from year to year for a period of 10 years subject to an annual review and payment of the annual license fee. Installation was completed in the spring of 2012. In February of 2013 a variance was approved to allow one side of the sign face to advertise non-Wilmot based business subject to approval by Council. Harmony Door Service Inc. was authorized to advertise on the sign. The original sign face (Peak Reality and Mortgage Alliance), that was noted to have been deteriorating at the time of last year's review, has since been replaced.



Sign faces as of November 10, 2014

Recommendation:

That the billboard permit be extended for an additional year.

Strategic Plan Conformity:


The Township's Sign By-law requires that, except as otherwise authorized, billboards advertise businesses located within the Township of Wilmot. Billboard licensing serves to monitor advertising content to ensure it continues to promote the Township's downtowns and commercial areas in turn contributing to a prosperous economy.

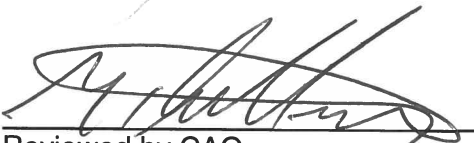
Financial Considerations:

Billboard owners are required to pay a license fee to cover the costs of administering, monitoring, and enforcing the sign by-law regulations as they relate to billboards. These fees are allocated to Business Licenses under Development Services.

Conclusion:

Annual renewal of licensed billboards provides the continuing opportunity to review the condition, location, and ongoing appropriateness of the billboard advertisements. Staff recommend that all current licenses be extended for an additional year subject to any outlined conditions.



Andrew Martin, MCIP RPP
Planner/EDO

Reviewed by CAO



Township of Wilmot **REPORT**

REPORT NO. DS 2014-26

TO: Council

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

DATE: November 17, 2014

SUBJECT: Source Protection Municipal Implementation Fund Agreement
Use of SPMIF Funding for Mandatory Septic Inspection Program

Recommendation:

That the Mayor and Clerk be authorized to execute the attached amended agreement on behalf of the Township of Wilmot.

Background:

The Grand River Source Protection Plan is nearing final approval. A significant component of the implementation of that Plan will be the implementation of a mandatory septic re-inspection program within sensitive wellhead protection areas of Wilmot Township.

These areas have not been finalized but will in general include the areas shown on the attached Schedule.

The requirement for mandatory septic re-inspection has been written into the regulations of the Ontario Building Code already. As such, a technicality of the funding agreement with the Province would not permit the Township to use the SPMIF funds towards the septic re-inspection program.

Discussion:

On October 31, 2014 staff wrote to Ministry of Environment and Climate Change and requested consideration for an amendment to the SPMIF Agreement between the Province and the Township to permit funds to be used by towards the septic re-inspection program.

The basis of the request was the significant number of septic systems in which will require re-inspection within the well head protection areas in Wilmot – currently estimated to be 245.

Comparatively Woolwich (58) Wellesley (51) and North Dumfries (27) have a lesser impact.

Response from the Province was immediate and positive. The direction from the Province required that the attached amended agreement be executed by the Township and returned to the Province by November 28, 2014.

Strategic Plan Conformity:

Implementation of the Source Protection Act in Wilmot Township will protect our natural environment.

Financial Considerations:

Acceptance and approval of the collaboration statement by the Province will generate an additional \$15,000 to be used towards implementation of the Source Water Protection Act in Wilmot Township.

Conclusion:

In conclusion staff are very pleased that the Province of Ontario has agreed to amend the terms of its agreement with Wilmot to permit the use of SPMIF funds for implementation of the mandatory septic re-inspection program which is required by the Lake Erie Source Protection Plan.



Harold O'Krafka, MCIP RPP
Director of Development Services

Reviewed by CAO

Area Where Part IV of the Clean Water



Where Part IV May Apply

**AMENDMENT NO. 1
to a Grant Funding Agreement under the
2013-14 Source Protection Municipal Implementation Fund (SPMIF_1314_137)**

THIS AMENDMENT NO. 1 made in duplicate, as of the 31st day of October 2014,

B E T W E E N:

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO,
as represented by the Minister of the Environment and Climate Change

(the "Province")

- and -

The Corporation of the Township of Wilmot

(the "Municipality")

WHEREAS the Parties entered into a grant funding agreement under the Source Protection Municipal Implementation Fund dated as of December 13, 2013 for the Municipality to build municipal capacity to implement source protection plans and support sustainable, local actions to protect drinking water (the "Agreement");

AND WHEREAS on June 24, 2014, the name of the Ministry of the Environment was changed to the Ministry of the Environment and Climate Change;

AND WHEREAS pursuant to Section 20.2 of the Agreement, the Parties may amend the agreement in writing;

AND WHEREAS the Parties wish to include additional eligible activities;

NOW THEREFORE in consideration of the contractual relationship between the Municipality and the Province referred to above and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by both Parties, the Municipality and the Province hereby acknowledge, agree and undertake as follows:

1. Unless otherwise specified in this Amendment No.1, capitalized words and phrases have their prescribed meaning as set out in the Agreement.
2. The Agreement is amended as follows:
 - (a) Section B.1 of Schedule "B" (Eligible Costs and Activities) is deleted in its entirety and replaced with the following:

B.1 Eligible Activities

The Municipality may only spend the Funds on the following eligible activities which are undertaken by the Municipality, or are undertaken on the Municipality's behalf, between December 13, 2013 and December 7, 2015 that are directly related to the following:

Risk management

- a) Establishing and enforcing risk management plans under Part IV of the *Clean Water Act, 2006*;
- b) Communication with landowners affected by policies pertaining to Part IV of the *Clean Water Act, 2006*;
- c) Refining the number of threats within the Municipality pertaining to Part IV of the *Clean Water Act, 2006*;

Land use policies

- d) Implementing the Municipality's municipal land-use planning policies related to activities that are identified as significant drinking water threats;

Education and outreach

- e) Implementing education and outreach policies to address significant drinking water threats;

Other activities

- f) Working with the local source protection authority and local source protection committee to understand the Municipality's requirements under the source protection plan;
- g) Developing and/or modifying the Municipality's business processes in order to implement significant drinking water threat policies;
- h) Establishing processes for information sharing among municipalities and source protection authorities;
- i) Developing a reporting framework for the Municipality that aligns with the collection of data under section 65 of Ontario Regulation 287/07, made under the *Clean Water Act, 2006*; and
- j) Other activities the Municipality undertakes to fulfill its requirements to implement significant drinking water threat policies, including:
 - a. Establishing a mandatory septic re-inspection program for vulnerable areas delineated in approved assessment reports.

- (b) Section B.2 of Schedule "B" (Eligible Costs and Activities) is deleted in its entirety and replaced with the following:

B.2 Ineligible Activities

The following activities are not eligible for funding under the Agreement and the Municipality may not spend the Funds on the following:

- a) Refining the number of threats within the Municipality not pertaining to Part IV of the *Clean Water Act, 2006*;
 - b) Threat refinement work already funded by the Province through source protection authorities;
 - c) Activities that are already funded through another program, funding body, partners, or other means;
 - d) Activities that are funded by the Source Protection Municipal Implementation Fund through another municipality;
 - e) Fulfilment of the Municipality's responsibilities as a property owner undertaking activities identified as significant drinking water threats;
 - f) Fulfilment of the Municipality's responsibilities under other legislation (e.g., Building Code), except as noted in section B.1(j)(a), including:
 - a. Establishment of a septic re-inspection program for areas delineated through other legislation (i.e. *Lake Simcoe Protection Act, 2008*);
 - b. Establishment of a discretionary septic re-inspection program for areas where an activity is not considered a significant drinking water threat under the source protection framework; and
 - g) Activities not related to fulfilling the Municipality's requirements to implement significant drinking water threat policies specified in an approved or proposed source protection plan that has been submitted for approval.
3. This Amendment No. 1 shall be in force from October 31, 2014 and shall have the same expiry or termination date as the amended Agreement.
4. All other terms and conditions of the Agreement shall remain in full force and effect unchanged and unmodified.
5. This Amendment No. 1 shall enure to the benefit of and be binding upon the Municipality and the Province and each of their administrators, permitted successors and permitted assigns, respectively.

6. This Amendment No. 1 may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF the Parties have executed this Amendment No. 1 as of the date first written above.

HER MAJESTY THE QUEEN in Right of Ontario

as represented by the Minister of the Environment and Climate Change

Name: Ling Mark
Title: Director
Source Protection Programs Branch

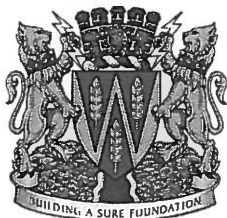
Pursuant to delegated authority.

The Corporation of the Township of Wilmot

Name: Les Armstrong
Title: Mayor

Name: Barbara McLeod
Title: Director of Clerk's Services

I/We have authority to bind the Municipality.



Township of Wilmot **REPORT**

REPORT NO. DS 2014-27
TO: Council
PREPARED BY: Harold O'Krafka, Director of Development Services
DATE: November 17, 2014
SUBJECT: Source Protection Municipal Implementation Fund
Collaboration Statement

Recommendation:

That the Clerk be authorized to execute the attached Source Protection Municipal Implementation Fund Collaboration Statement on behalf of the Township of Wilmot.

Background:

The Township of Wilmot has participated with other municipalities on a collaboration committee to find components of the Grand River Source Protection Plan which can be jointly implemented. Such collaborative activities include jointly flying high resolution aerial photograph, developing a web based tool to educate residents and staff alike on the impacts of the Source Protection policies, digitizing septic records of the Health unit to assist in educating residents and developing and implementing septic inspection processes and educational materials.

The Province of Ontario has provided that where a municipality can demonstrate collaboration with other municipalities, on implementation, that municipality is eligible for an additional SPMIF funding. Collaboration funding for a group of five (5) municipalities secures an incentive of \$15000.

The Province requires that a formal Collaboration Statement be filed with the Province no later than December 12, 2014.

Discussion:

A draft of the Collaboration Statement which will be used by local municipalities is attached. The municipalities who have worked together on this matter are the Townships of Wilmot, Wellesley, North Dumfries and Woolwich together with the Region of Waterloo. The activities are listed within the statement.

In order to proceed it is necessary for Council to authorize the Clerk to execute the attached Collaboration Statement on behalf of the Township of Wilmot.

Strategic Plan Conformity:

Implementation of the Source Protection Act in Wilmot Township will protect our natural environment. Collaboration with other municipalities on the implementation demonstrates we are an engaged municipality.

Financial Considerations:

Acceptance of the collaboration statement by the Province will generate an additional \$15,000 to be used towards implementation of the Grand River Source Protection Plan in Wilmot Township.

Conclusion:

In conclusion there are numerous collaborative activities which the Township of Wilmot has and will be involved in which qualifies the Township for the full \$15,000 in additional SPMIF funding.

In order to access the incentive funding a formal Collaboration Statement must be filed prior to December 12, 2014.



Harold O'Krafka, MCIP RPP
Director of Development Services

Reviewed by CAO

Source Protection Municipal Implementation Fund



Collaboration Statement

Municipality:		
Agreement Ref #: SPMIF_1314_137	Contact (Name & Position): Barbara McLeod, Clerk	Date Report Prepared: November 17, 2014
Contact E-mail: barbara.mcleod@wilmot.ca	Contact Telephone: 519-634-8444	Collaboration Statement Due Date: By December 12, 2014

Recipient Declaration

I certify that the information provided in all mandatory parts (A, B, and D) in this Collaboration Statement is complete, accurate and in compliance with all terms and conditions of the Grant Funding Agreement between the Municipality and the Province.

☐ Please check here if you are NOT applying for the Collaboration Incentive.

I have authority to bind the Municipality.

Name of Signatory: Barbara McLeod	Position: Clerk
Signature:	Date:

Instructions

1. The Recipient must use this template for their Collaboration Statement.
2. Please complete Part A, B and D. Part C is optional.
3. Please ensure that the declaration above is signed and dated.
4. Submit a scanned signed and dated copy of the Collaboration Statement even if the municipality chooses not to apply AND the Microsoft Word version to SourceProtectionFunding@Ontario.ca by the Collaboration Statement Due Date.
5. Please use as much space as you need. **Attachments can also be appended to this report.**

Part A: Eligibility

The Municipality confirms that the following three mandatory eligibility criteria have all been met:

- Yes ☒ No ☐ Municipal collaborators are located in a source protection area and have vulnerable areas where activities could be a significant drinking water threat.
- Yes ☒ No ☐ Collaboration activities are related to the eligible activities listed in Schedule "B", section B1 of the Grant Funding Agreement.
- Yes ☒ No ☐ Collaboration activities will take place within a reasonable time frame.

Source Protection Municipal Implementation Fund

Part B: Collaboration Activities

Please use the table below to identify how the Municipality is meeting the requirements for the collaboration incentive (see Schedule "A" of the Grant Funding Agreement for more details). Add as many rows as you need.

- In the **Source Protection Plan(s)** column, list the source protection plan(s) for which your municipality has the policy responsibility
- In the **Policy Reference #** column, list the policy reference #.
- In the **Municipal Collaborator(s)** column, list all the municipalities that your municipality is collaborating with on this policy.
- In the **Description of Collaboration** column, describe the nature of the collaboration, activities to be undertaken and the lead for each activity.
- In the **Timelines** column, describe the timelines associated with each activity, including the start date and end date and/or duration.

Areas of Collaboration	Source Protection Plan (s)	Policy Reference #	Municipal Collaborators	Description of Collaboration (i.e. nature of collaboration and lead municipality(s)/organization(s))	Timelines
Part IV, sections 57 and/or 58 of the Clean Water Act, 2006 (Risk Management)	Grand River Source Protection Plan	RW-CW-3; RW-CW-4; RW-CW-20; RW-CW-21; RW-CW-23; RW-CW-25; RW-CW-28; RW-CW-29; RW-CW-31; RW-CW-32; RW-CW-34; RW-CW-35; RW-CW-41; RW-CW-42; RW-CW-45; RW-CW-46; RW-CW-50; RW-CW-51; RW-CW-54; RW-CW-55; RW-CW-56; RW-CW-57; RW-CW-58	North Dumfries Twp Wellesley Twp Wilmot Twp Woolwich Twp Region of Waterloo	Collectively acquire new aerial photography to assist with refining the number of threats. The Region of Waterloo is the lead.	Air photos flown Spring 2014 Refining efforts on-going.
				Develop a web-based tool to integrate Region and township planning processes as they relate to Part IV implementation. The tool will allow township staff to spatially view the policies. The Region of Waterloo is the lead.	Spring 2015
				Host a workshop for planning staff to understand how local planning processes will integrate with Part IV processes. The Region of Waterloo is the lead.	Summer 2015
Policies that govern Planning Act decisions (land use planning)	Grand River Source Protection Plan				

Source Protection Municipal Implementation Fund

Education and Outreach	Grand River Source Protection Plan	RW-CW-1.5, RW-CW-8	North Dumfries Twp Wellesley Twp Wilmot Twp Woolwich Twp Region of Waterloo	Develop consistent education and outreach messaging to use on our websites, for print materials and in-person events. The Region of Waterloo is the lead.	Completed Fall 2015
		RW-CW-8		Digitize and geo-code septic system records as part of developing an education and outreach program for this activity. The Region of Waterloo is the lead.	Spring 2015
Other actions that the municipality is required to take.	Grand River Source Protection Plan	RW-CW-8	North Dumfries Twp Wellesley Twp Wilmot Twp Woolwich Twp Region of Waterloo	Develop and implement septic inspection processes and materials.	Completed Fall 2015

To be eligible for the maximum collaboration incentive (\$15,000), the municipality must secure at least four (4) additional signatures from collaborating municipalities for a policy listed in Part C above. To receive \$10,000, three (3) other municipalities' signatures are required, and to receive \$5,000, at least one (1) other municipality's signature is required.

Source Protection Municipal Implementation Fund

Part C: Municipal Collaboration Information (*Optional*)

Should the Municipality like to share more information about their collaboration, lessons learned, accomplishments or a good news story, please describe below.

The information provided will help us to understand local efforts and successes and may be shared publicly to help other municipalities learn from each other.

(Maximum 250 words):

Source Protection Municipal Implementation Fund

Part D: Declaration of Collaboration

We, Township of North Dumfries, Township of Wellesley, Township of Wilmot, Township of Woolwich, Region of Waterloo, confirm that we are collaborating with each other to implement source protection plan policies for which we are obligated to implement and that the collaboration activities adhere to the eligibility criteria outlined in Part A of this Collaboration Statement

We are committed to the collaboration details noted in this document and are signing on behalf of our respective Municipality.

1	Municipality: Township of North Dumfries	Position:
	Name of Signatory:	Signature:
2	Municipality: Township of Wellesley	Position:
	Name of Signatory:	Signature:
3	Municipality: Township of Wilmot	Position: Clerk
	Name of Signatory: Barbara McLeod	Signature:
4	Municipality: Township of Woolwich	Position:
	Name of Signatory:	Signature:
5	Municipality: Region of Waterloo	Position:
	Name of Signatory:	Signature:

Where the Municipality is collaborating with more than four other municipalities and wish to have them sign this statement as well, please feel free to add as many additional signatures are necessary.



Township of Wilmot **REPORT**

REPORT NO. DS 2014-28

TO: Council

PREPARED BY: Andrew Martin, Planner/EDO

DATE: November 17, 2014

SUBJECT: Draft Plan of Condominium Application 30CDM-14601
Part of Lot 15, Concession South of Snyder's Road
192-208 Brewery Street, Baden
Will-O Homes

Recommendation:

That Draft Plan of Condominium Application 30CDM-14601 (Will-O Homes) be recommended to the Regional Municipality of Waterloo for draft approval subject to the following conditions:

1. That this approval applies to Draft Plan of Condominium 30CDM-14601 by GSP Group (project number 12157.50) dated October 1, 2014;
2. That, prior to or concurrent with the registration of the plan, the owner shall grant any additional easements or rights of access required for utility or municipal services purposes to the satisfaction of the Director of Public Works;
3. That, prior to or concurrent with the registration of the plan, the owner shall grant a right-of-way for future trail purposes through the subject property from the Brewery Street road allowance to the Tannery Street road allowance, to the satisfaction of the Director of Development Services;
4. That, prior to or concurrent with the registration of the plan, the owner shall pay to the Township of Wilmot a condominium registration fee of \$600.13 per unit being registered; and,
5. That, prior to or concurrent with the registration of the plan, the owner shall pay to the Township of Wilmot a park fee of \$1310.35 per unit being registered.

Background:

Plan 30CDM-14601 is a condominium plan application for a 29 unit townhome development currently under construction at 192-208 Brewery Street in Baden.

Development of the property with 31 dwelling units was approved through Zone Change Application 03-13 and implemented by By-law 2014-03. A detailed site plan approval process was undertaken which implemented the significant public input received through the zoning process. The detailed site plan design resulted in a reduction in the number of dwelling units to 29. A site plan agreement was registered as instrument number WR813004 and implements all aspects of the development.

The development will consist of 25 two-storey townhome units, 4 one-storey townhome units, off-street and visitor parking, a storm water management facility, naturalized area and an internal sidewalk and a partial trail with the potential for future public pedestrian access through the development from Brewery Street to Tannery Street.

Discussion:

Upon registration, the condominium application will allow the developer to convey title/interest of each unit to separate purchasers. The plan will be registered in two phases, with the first phase involving the Brewery Street fronting units and the first block fronting the internal road.

At the time of writing this report no objections had been raised resulting from circulation of the application. The final date for circulated agencies to provide comments to the Region of Waterloo is 4:30pm on November 17, 2014. Should any comments be received after the writing of this report and prior to the end of the commenting period, staff will provide a verbal update to Council when this report is considered.

The property has already been subject to significant review and public process; this application simply facilitates the final stage in development allowing units to be conveyed individually.

Strategic Plan Conformity:

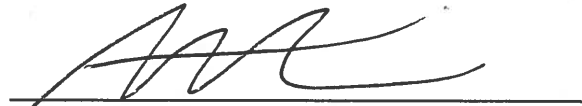
The approval of alternative housing forms of greater density than traditional single family homes enables the amount of land required to accommodate growth to be minimized, in return protecting farmland and green space. Elements within the condominium, including an internal sidewalk providing connections to municipal sidewalks, promote enhanced quality of life by ensuring public safety and enhancing mobility.

Financial Considerations:

The application fees, established by the Township of Wilmot Fees and Charges By-law, were collected at the time of application and the condominium registration parkland dedication fees will be collected prior to registration of each phase of the condominium.

Conclusion:

Subject to the conditions outlined in the recommendation, staff recommend that Township Council support draft approval of the condominium plan.

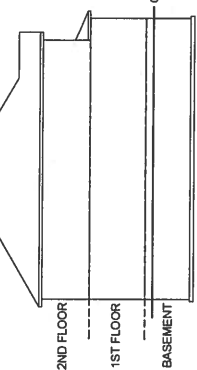
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Andrew Martin, MCIP RPP
Planner/EDO

A handwritten signature in dark ink, appearing to be 'G. [unclear]', written over a horizontal line.

Reviewed by CAO

Common Elements
(roofs, subgrade, sewer
troughs, downspouts,
walkways, stairs, etc.)
windows & exterior walls)



DRAFT PLAN OF PHASED CONDOMINIUM

Part of Lot 15
South of Snyder's Rd
Township of Wilmet
Regional Municipality of Waterloo
192-208 Brewery Street

LAND USE SCHEDULE	UNITS	AREA (sq. ft.)
Exclusive Use	29	0.29
Residential Units	29	0.82
Common Element	29	1.11
Total	29	1.11

BUILDING AREA 0.29ha (23.4%)
LANDSCAPED AREA 0.19ha (17.7%)
ASPHALT AREA 0.27ha (18.9%)
PARKING PROVIDED: 87 Spaces

UNIT - EXCLUSIVE USE

ADDITIONAL INFORMATION
(UNDER SECTION 1(1) OF THE PLANNING ACT)
Information required by clause 44.6.6.1(a) and 44.6.6.1(b) as shown on DRAFT PLAN
1.50m City
1.50m City
1.50m City

OWNER'S CERTIFICATE
I, the undersigned, being the owner of the land shown on the DRAFT PLAN OF
CONDOMINIUM TO THE CITY OF WATERLOO.

SURVEYOR'S CERTIFICATE
I CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AND THEIR RELATIONSHIP
TO THE ADJACENT LANDS ARE CORRECTLY SHOWN.

REVISIONS

DATE

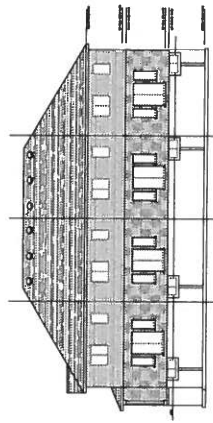
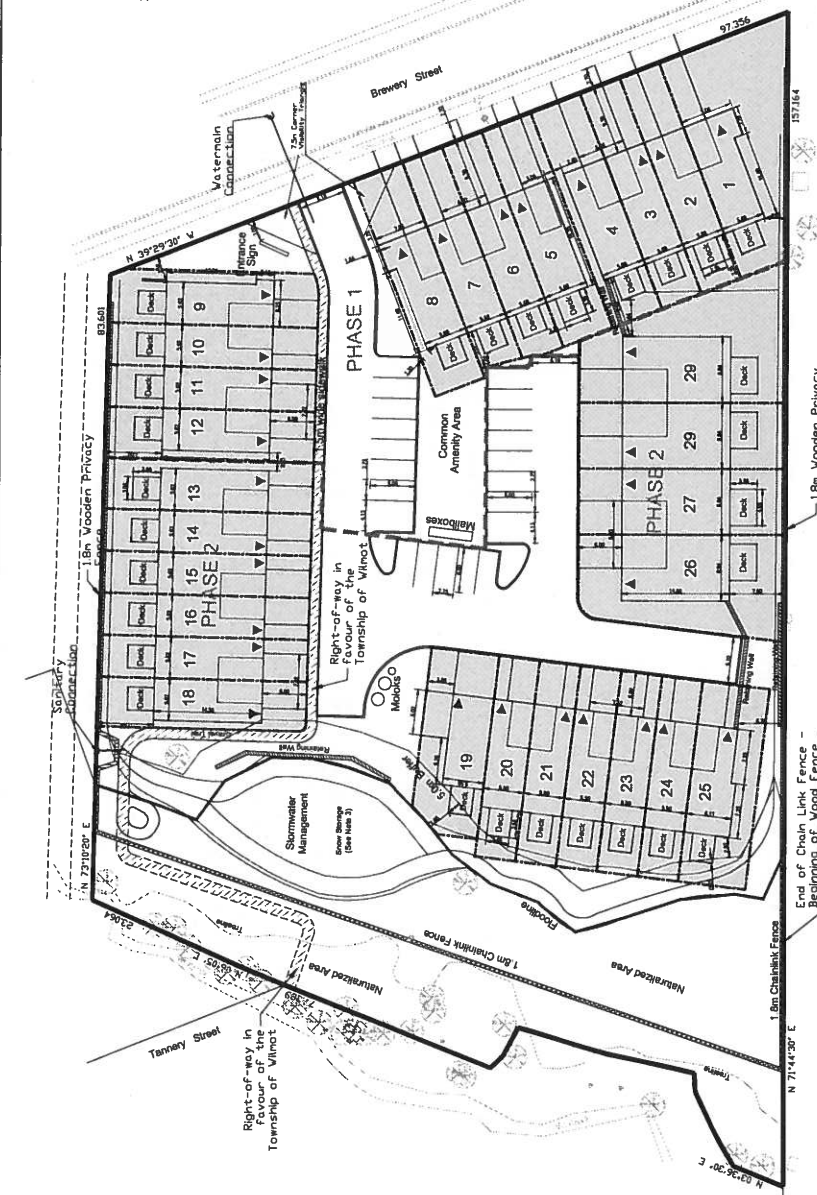
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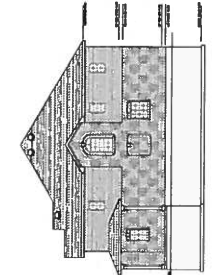
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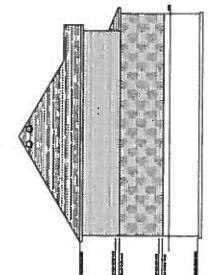
2017 Project: 192-208 Brewery Street
2017 Project: 192-208 Brewery Street
2017 Project: 192-208 Brewery Street



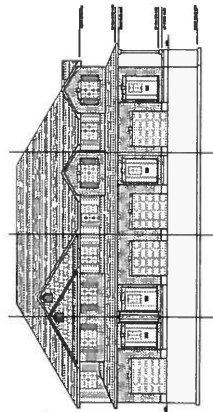
REAR ELEVATION



RIGHT ELEVATION



LEFT ELEVATION



FRONT ELEVATION



Township of Wilmot **REPORT**

REPORT NO. DS 2014-29
TO: Council
PREPARED BY: Harold O'Krafka, Director of Development Services
DATE: November 17, 2014
SUBJECT: Release of Subdivision Agreement LT0067728
Plan 58M-206 Mannheim Village Estates
Paul Tuerr Construction / Tuerr Holdings Inc.

Recommendation:

That the Mayor and Clerk be authorized to execute the necessary documents to release Subdivision Agreement LT0067728 with the applicant being responsible for all fees related to the preparation and registration of the release.

Background:

The Township of Wilmot has received a request from Paul Tuerr Construction / Tuerr Holdings Inc. that subdivision agreement LT0067728 be released.

Discussion:

Agreement LT0067728 is a subdivision agreement applicable to Registered Plan's 58M-206 which comprised the Mannheim Village Estates subdivision in Mannheim. The agreement governed the development of Milne Drive, John Ross Court and Burkle Toman Court as well as a portion of Mannheim Crescent.

Paul Tuerr Construction / Tuerr Holdings Inc. has requested that the agreement be released as the developer has satisfied the conditions of the subdivision agreement.

The Public Works Department has advised that all engineering requirements of the development have been satisfied and that they have no objections to the release of the agreement. The Township no longer holds securities against the agreement.

Staff recommend the release of the agreement subject to the payment of the applicable release fee and all costs related to the preparation and registration of the release.

Strategic Plan Conformity:

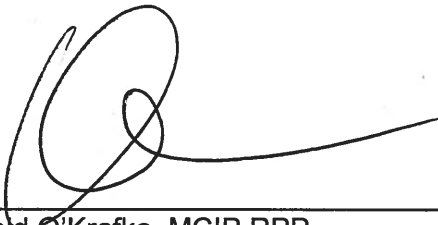
The subdivision agreement process promotes our quality of life by developments are constructed to municipal standards. Release of the agreement completes the process and demonstrates the development has been constructed and completed in accordance with municipal standards.

Financial Considerations:

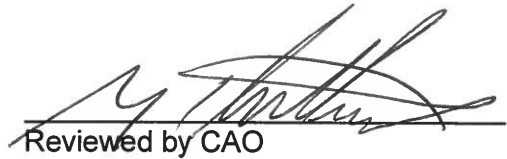
As the developer will be required to pay for the costs of the release of the subdivision agreement there will be no financial considerations.

Conclusion:

In conclusion staff recommend the release of the agreement.

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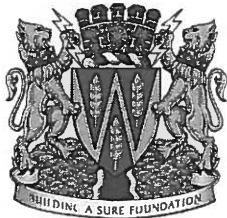
Harold O'Kafka, MCIP RPP
Director of Development Services

A handwritten signature in black ink, appearing to be a stylized 'Y' followed by a series of loops and a long horizontal stroke.

Reviewed by CAO

PLAN OF SUBDIVISION
OF PART OF LOTS 1 & 2, NORTH OF BLEAM'S ROAD
TOWNSHIP OF WILMOT
REGIONAL MUNICIPALITY OF WATERLOO
(GEOGRAPHIC TOWNSHIP OF WILMOT)
SCALE: 1:1,000
METRIC DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND
CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
NOTE: BEARINGS ARE ASTROLOGICAL AND ARE REFERRED TO THE NORTH, BY
A BEARING OF 2 1/2° 10' 0" E

PLAN 58M-206
CERTIFICATE OF REGISTRATION
I CERTIFY THAT THIS PLAN, 58M-206,
WAS PREPARED BY THE SURVEYOR
OF WATERLOO (THE "S")
AT 11:00 O'CLOCK ON THE 21 DAY
OF OCTOBER 2001.
AND ENTERED IN THE REGISTER FOR
P. I. N. 22455-0505
AND THE REQUIRED CONVEYANCE
ARE REGISTERED AS PLAIN DOCUMENT
NO. AT 22455-0505
NOTE: THIS PLAN COMPLETES
ALL OF P. I. N. 22455-0505
PARTS OF LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 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1846, 1847, 1848, 1849, 1850, 1851, 1852, 1853, 1854, 1855, 1856, 1857, 1858, 1859, 1860, 1861, 1862, 1863, 1864, 1865, 1866, 1867, 1868, 1869, 1870, 1871, 1872, 1873, 1874, 1875, 1876, 1877, 1878, 1879, 1880, 1881, 1882, 1883, 1884, 1885, 1886, 1887, 1888, 1889, 1890, 1891, 1892, 1893, 1894, 1895, 1896, 1897, 1898, 1899, 1900, 1901, 1902, 1903, 1904, 1905, 1906, 1907, 1908, 1909, 1910, 1911, 1912, 1913, 1914, 1915, 1916, 1917, 1918, 1919, 1920, 1921, 1922, 1923, 1924, 1925, 1926, 1927, 1928, 1929, 1930, 1931, 1932, 1933, 1934, 1935, 1936, 1937, 1938, 1939, 1940, 1941, 1942, 1943, 1944, 1945, 1946, 1947, 1948, 1949, 1950, 1951, 1952, 1953, 1954, 1955, 1956, 1957, 1958, 1959, 1960, 1961, 1962, 1963, 1964, 1965, 1966, 1967, 1968, 1969, 1970, 1971, 1972, 1973, 1974, 1975, 1976, 1977, 1978, 1979, 1980, 1981, 1982, 1983, 1984, 1985, 1986, 1987, 1988, 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 21



Township of Wilmot REPORT

REPORT NO. DS 2014-30
TO: Council
PREPARED BY: Harold O'Krafka, Director of Development Services
DATE: November 17, 2014
SUBJECT: By-law 2014-38
Dundee Recycling – Steelgate Farms.

Recommendation:

That Report DS 2014-30 be received for information.

Background:

Township Council gave First and Second Reading to By-law 2014-38 for Dundee Recycling on September 8, 2014.

Since that time the applicants have discussed the details of the By-law with Township and Regional staff – specifically requesting reconsideration of the wording requiring all activities of the operation to occur within enclosed buildings.

Discussion:

The requirement for the operation to be within enclosed buildings was to ensure that the environmental impacts of rain and snow would not wash contaminants from recyclables onto and into the soil.

Through discussions with the applicants the concept of requiring all operations to be located on impervious pads with spills containment and collection systems was discussed as an appropriate alternative.

In addition the by-law has been amended to clarify that Site Plan Control will apply to the expansion of the operation and that screening of the outdoor components of the operation will be required.

Township and Regional staff are not opposed to that modification to the by-law and have made the necessary modifications for consideration by Council prior to Third Reading. The applicants lawyer has also indicated in writing that they are agreeable to the wording of the revised by-law.

Strategic Plan Conformity:


The proposed amendment to the by-law continues to respect the protection of our natural environment.


Financial Considerations:

The passing of the by-law does not in itself present financial considerations. Should the by-law be appealed to the Ontario Municipal Board it is possible that the Township may be required to expend funds to defend the approval of the by-law.

Conclusion:

Staff recommend that this report be received for information purposes.



Harold O'Krafka, MCIP RPP
Director of Development Services

Reviewed by CAO

TOWNSHIP OF WILMOT

BY-LAW NO. 2014-38

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

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

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

1. That the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this by-law, are hereby removed from Zone 1 (Agriculture) and are placed within Zone 1 (Agriculture) and Zone 1(H) (Agriculture), in accordance with Section 36 of the Planning Act, R.S.O. 1990, as amended.
2. That the lands described on Schedule 'A' and illustrated as "Part 1" on Schedule "B" may be used for a Recycling Depot defined as follows:

"Recycling Depot: Building(s) and screened outdoor area used for the collection, grading and sorting and temporary storage of materials or agricultural products, but not including the production, compounding, processing, packaging or assembly of raw, semi-processed or fully processed goods, materials or agricultural products."
3. The "Recycling Depot" defined in Clause 2 shall be subject to the following regulations:
 1. All components of the Recycling Depot shall occur on impermeable surfaces which incorporate spills management and containment systems.
 2. All components of the Recycling Depot shall be subject to Site Plan Control in accordance with By-law 96-64.

4. The (H) symbol affecting the lands described on Schedule "A" and illustrated as "Part 1" on Schedule "B" attached to and forming part of this by-law indicates a development restriction pending the completion of the following studies to the satisfaction of the Regional Municipality of Waterloo:
- i) a Record of Site Condition;
 - ii) a scoped Environmental Impact Statement (EIS); and,
 - iii) a Spills Management & Containment Plan.
5. Council of the Township of Wilmot will remove the holding provision identified in Clause 4, upon confirmation from the Regional Municipality of Waterloo that the requirements of Clause 4 have been completed in accordance with their requirements.
6. Except as amended by the preceding regulations, the lands described on Schedule "A" and illustrated on Schedule "B", attached to and forming part of this by-law, shall be subject to all other applicable regulations as set down in By-law No. 83-38, as amended.
7. 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 8th day of **September, 2014**.

READ a third time and finally passed in Open Council on the 17th day of **November, 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 3, Concession 3, Block A in the said Township of Wilmot.

This is Schedule "A" to By-law No. 2014-38.

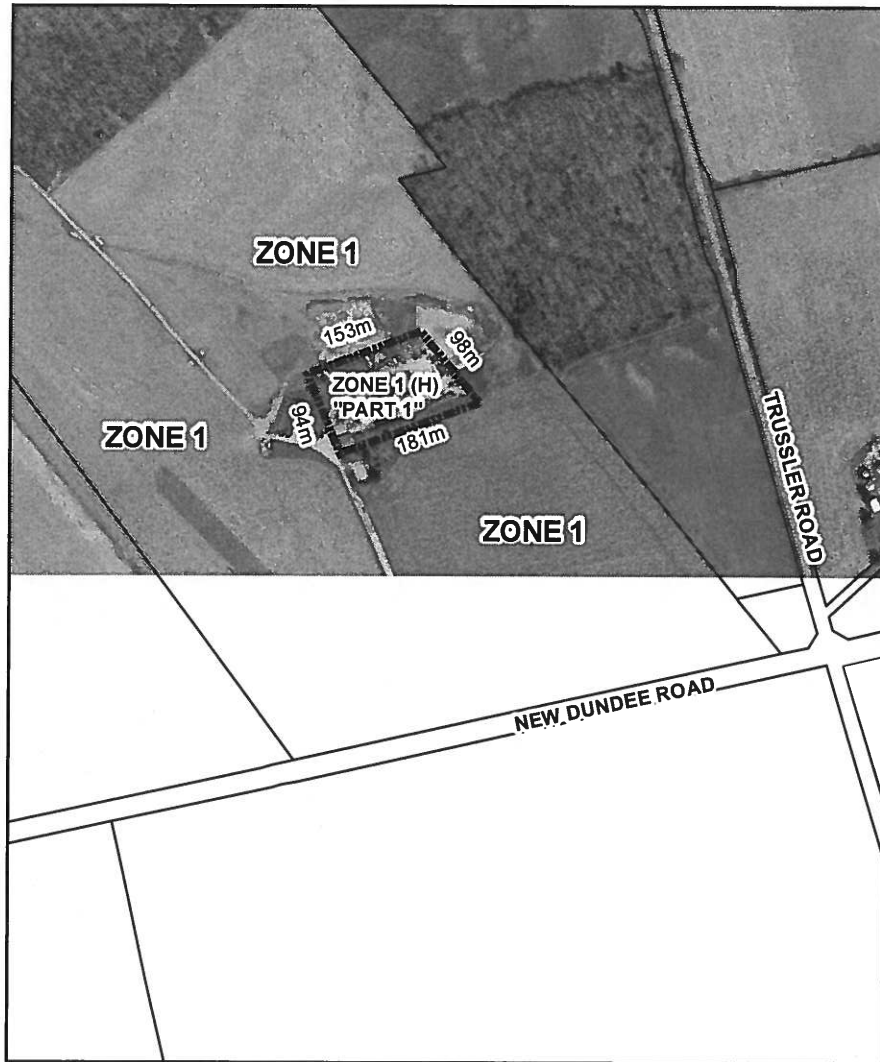
PASSED this ____ day of _____, 201_.

MAYOR

CLERK

SCHEDULE "B"
PART OF LOT 3, CONCESSION 3, BLOCK A
TOWNSHIP OF WILMOT

SUBJECT LANDS OUTLINED THUS: - - - - -

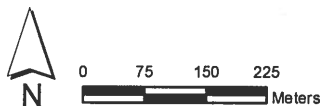


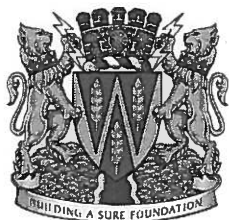
THIS IS SCHEDULE "B" TO BY-LAW NO. 2014-38

PASSED THIS 17TH DAY OF NOVEMBER, 2014.

MAYOR

CLERK





Township of Wilmot **REPORT**

REPORT NO.	DS 2014-31
TO:	Council
PREPARED BY:	Harold O'Kafka, Director of Development Services
DATE:	November 17, 2014
SUBJECT:	October Building Statistics

Recommendation:

That the October 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 October 2014 was significantly lower than October 2013 and the 10yr average as was the number of new home starts.

Year to date permit numbers are lower than 2013 and 10 yr averages as are new home starts as well.

However the anticipated permit issuance for 14 apartments in the core of New Hamburg will bring construction levels back to an on par level with 2013 before year end. Both 2013 and 2014 new home starts remain significantly lower than 10 year averages.

Value of construction in October 2014 was lower than both October 2013 and the 10yr average but the year to date figure remains above 2013 as a result of ICI construction starts.

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 Wilmet
Development Services

MONTH OF OCTOBER	10 Year Average	2013	2014
Number of Permits Issued	40	45	28
Dwelling Units Constructed	17	13	6
Dwelling Units Demolished	1	0	1
Residential - New Dwelling Units	\$ 3,909,500	\$ 3,045,000	\$ 1,700,000
Residential - Addition/Alteration	\$ 266,500	\$ 595,000	\$ 50,000
Residential - Accessory	\$ 124,500	\$ 130,000	\$ 75,000
Agricultural - New	\$ 215,000	\$ 385,000	\$ 50,000
Agricultural - Addition/Alteration	\$ 59,000	\$ 90,000	\$ 295,000
Commercial - New	\$ 204,000	\$ -	\$ 10,000
Commercial - Addition/Alteration	\$ 26,500	\$ 50,000	\$ 120,000
Industrial - New	\$ 26,000	\$ -	\$ -
Industrial - Addition/Alteration	\$ 232,000	\$ 75,000	\$ -
Institutional - New	\$ 5,000	\$ -	\$ -
Institutional - Addition/Alteration	\$ 5,000	\$ 10,000	\$ -
Miscellaneous	\$ 56,000	\$ 165,000	\$ 5,000
Total Construction Value	\$ 5,129,000	\$ 4,545,000	\$ 2,305,000
YEAR TO DATE	10 Year Average	2013	2014
Number of Permits Issued	389	374	345
Number of Dwelling Units	145	92	84
Total Construction Value	\$ 47,254,000	\$ 34,750,000	\$ 37,519,000

October 2014		
Residential - New		Agricultural - New
BADEN		1228 Settlement Road
31 Bettschen Lane	85 Michael Myers Road	Agricultural - Add.
92 Charles Street	93 Michael Myers Road	1460 Hallman Road
59 Geiger Place	143 Piccadilly Square	4152 Huron Road
Residential - Alteration		Agricultural - Alt.
190 Main Street	78 Kettle Lake Drive	2123 Snyder's Road
9-250 Hostetler Road	34 Orchard Way	Commercial- New
Residential - Addition		1073 Witmer Road
7 Valleyview Place	966825 Oxford-Waterloo Road	Commercial- Alt.
Residential - Accessory		1768 Erb's Road
257 Livingston Boulevard	1131 Queen Street	11-338 Waterloo Street
1215 Snyder's Road W	78 Captain McCallum Drive	Commercial- Other
172 Snyder's Road W	62 Seyler Street	55 & 59 Huron Street
86 Stuckey Avenue		
Residential - Demolition		
A-1209 Snyder's Road E		

GRCA Current



November 2014 • Volume 19, Number 10

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

Warm with seasonal rainfall

Although October was drier than September, rainfall was still close to or above the long-term average across the watershed.

In contrast to September when most rain fell during two large storms, precipitation in October was spread throughout the month. The result was wet ground conditions and elevated river flows.

In some locations, river flows were altered somewhat in order to accommodate construction projects including ones at Conestogo and Guelph dams.

The average daily temperature was two degrees above normal at Shand Dam, making October unseasonably warm.

Lake Erie is about a half-metre higher than usual. This means the southern Grand will likely be more reactive to flooding as lake conditions change.

Funding for floodplain mapping

Ontario's Ministry of Natural Resources and Forestry has provided \$170,000 to the GRCA related to floodplain mapping case studies.

The Grand River Conservation Authority, Ganaraska Region Conservation Authority and Conservation Ontario have received funds to review and document innovative floodplain mapping techniques. The intent is to document approaches, technologies and options available to update floodplain mapping.

This will be used by the provinces and federal government as they develop national floodplain mapping guidelines. This kind of mapping is considered increasingly important to improve preparedness for floods due to climate change and potential increased severity of future flooding events.

Ontario's conservation authorities have had floodplain mapping guidelines and related technical documents since the 1980s. A large portion of current floodplain mapping is in a paper or mylar

form. New updated mapping would be in a digital form, making it easier to maintain and use.

Digital maps for the Grand River watershed are continually being updated and are available on <http://maps.grandriver.ca> to view and download.

2014 Watershed Awards

The GRCA held an awards night on Oct. 23 and gave out six awards.

The top award — the Honour Roll award — went to Guelph's **Hillside Festival** that has taken place at Guelph Lake Park for the past 31 years. Hillside has undertaken many environmental initiatives to ensure that their festival is the greenest in Ontario.

In addition, there were five watershed award recipients. These included the **Guelph Hiking Trail Club** that has been encouraging people to get outside and hike since 1972; University of Waterloo professor Emeritus **Emil Frind** for his activities in water stewardship; Arthur residents **Buck Ross and Joyce Spies**, who have been excellent stewards of their land; **Bird Studies Canada** which has undertaken many monitoring programs within this watershed and engaged hundreds of volunteers; and retired teacher **Fraser Gibson** of Kitchener who has devoted lots of time and commitment to sharing his love of nature and education.

Special Heritage River Anniversary Awards

Heritage River Awards and pins were given out by the GRCA in October to mark the 20th anniversary of the designation of the Grand River and its tributaries as Canadian Heritage rivers.

The three recipients of the Heritage River award were active during the designation process and have continued their participation in heritage river activities since then. They are **Eva Salter**, a member of the Grand Strategy co-ordinating committee in 1994 and an excellent promoter of the Heritage River designation; the **Heritage Resources Centre** at the University of Waterloo which did





One Honour Roll Award and five Grand River Conservation Awards were given out by the GRCA in October 2014. From left are GRCA CAO Joe Farwell, Joyce Spies & Buck Ross, Marie Zimmerman (Hillside Festival), Fraser Gibson, Steven Price (Bird Studies Canada), Emil Frind, GRCA Chair Jane Mitchel, Dave Culham and Jim Hoare (Guelph Hiking Trail Club). Awards night was Oct. 23. The awards were photos from the GRCA photo contest.

the initial research for the river designation and has undertaken many projects including a survey of heritage bridges; and **Barbara Veale**, co-chair of the co-ordinating committee for the Grand Strategy in 1994 who has led many initiatives to keep the Canadian Heritage River designation on the front burner over the past 20 years.

In addition, about 20 people from around the watershed received Canadian Heritage River pins and certificates for their role in the designation process in 1994. Those invited to receive the pins included members of the steering committee, the coordinating committee, the GRCA board in 1994 and a few others.

Bradley Fauteux, the managing director of Ontario Parks and the Ontario representative on the Canadian Heritage Rivers Board, spoke at this event and also helped to hand out the awards.

Three scholarships awarded by GRCF

The Grand River Conservation Foundation awarded three 2014 scholarships to post-secondary students.

This was the third year for the Allan Holmes Scholarship, named for the former CAO of the GRCA who passed away in 2010. The recipient was **Keegan Hicks**, a PhD student at the University of Waterloo who is doing research on the Grand River.

The McEwen Clean Water Prize was received by **Graeme McDonald** who is enrolled in the Master of Science program at the University of Guelph. It is named after a long-time supporter of the GRCF.

The S. C. Johnson & Son Limited Scholarship went to **Joel Gretton**, a University of Guelph student. This award is given out each year to a full-time student in the third or sixth semester of an honours program at a watershed university or a college student in the second year.

GRCF gives out conservation grants

The Grand River Conservation Foundation awarded three Community Conservation Grants to organizations.

- Ruthven National Historic Site near Caledonia for a Butterfly Meadow Senses Project
- Hidden Acres Mennonite Camp & Retreat Centre near New Hamburg to naturalize a former gravel pit
- Rotary Club of Dunnville to beautify the "Muddy the Mudcat" statue area

In addition, conservation grants of \$250 each are being provided to 10 schools. The schools use the grants for naturalization projects. These grants were presented at each school. The winning schools are:

- Cambridge Christian School

- Forest Hill Public School, Kitchener
- King Edward Public School, Kitchener
- Grandview Public School, New Hamburg
- Holy Spirit Catholic School, Cambridge
- Sacred Heart Catholic Elementary School Guelph
- Ponsonby Public School, Guelph
- Maryborough Public School, Moorefield
- Central Public School, Guelph
- Victoria Terrace Public School, Fergus

Community Conservation Grants are given out each year by the Foundation.

This issue of GRCA Current was published in November 2014.

It is a summary of the October 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 photocopying, forwarding and distribution of GRCA Current.

Next board meeting: Friday, Nov. 28 at 9:30 a.m., GRCA Administration Centre.

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

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

The Grand Actions newsletter is available at: www.grandriver.ca/GrandActions

**THE CORPORATION OF THE TOWNSHIP OF WILMOT
BY-LAW NO. 2014-47**

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

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

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

1. That the Agreement attached as Schedule "A" to this By-law be and the same is hereby accepted as approved.

2. That the Mayor and The Clerk are hereby authorized to execute under seal the said Agreement and all other documents and papers relating to this transaction.

READ a first and second time this 17th day of November, 2014.

READ a third time and finally passed in Open Council this 17th day of November, 2014.

Mayor

Clerk

**THE CORPORATION OF THE TOWNSHIP OF WILMOT
BY-LAW NO. 2014-48**

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

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

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

1. That the Agreement attached as Schedule "A" to this By-law be and the same is hereby accepted as approved.

2. That the Mayor and The Clerk are hereby authorized to execute under seal the said Agreement and all other documents and papers relating to this transaction.

READ a first and second time this 17th day of November, 2014.

READ a third time and finally passed in Open Council this 17th day of November, 2014.

Mayor

Clerk

TOWNSHIP OF WILMOT

BY-LAW NO. 2014-38

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

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

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

1. That the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this by-law, are hereby removed from Zone 1 (Agriculture) and are placed within Zone 1 (Agriculture) and Zone 1(H) (Agriculture), in accordance with Section 36 of the Planning Act, R.S.O. 1990, as amended.
2. That the lands described on Schedule 'A' and illustrated as "Part 1" on Schedule "B" may be used for a Recycling Depot defined as follows:
"Recycling Depot: Building(s) and screened outdoor area used for the collection, grading and sorting and temporary storage of materials or agricultural products, but not including the production, compounding, processing, packaging or assembly of raw, semi-processed or fully processed goods, materials or agricultural products."
3. The "Recycling Depot" defined in Clause 2 shall be subject to the following regulations:
 1. All components of the Recycling Depot shall occur on impermeable surfaces which incorporate spills management and containment systems.
 2. All components of the Recycling Depot shall be subject to Site Plan Control in accordance with By-law 96-64.

4. The (H) symbol affecting the lands described on Schedule "A" and illustrated as "Part 1" on Schedule "B" attached to and forming part of this by-law indicates a development restriction pending the completion of the following studies to the satisfaction of the Regional Municipality of Waterloo:
- i) a Record of Site Condition;
 - ii) a scoped Environmental Impact Statement (EIS); and,
 - iii) a Spills Management & Containment Plan.
5. Council of the Township of Wilmot will remove the holding provision identified in Clause 4, upon confirmation from the Regional Municipality of Waterloo that the requirements of Clause 4 have been completed in accordance with their requirements.
6. Except as amended by the preceding regulations, the lands described on Schedule "A" and illustrated on Schedule "B", attached to and forming part of this by-law, shall be subject to all other applicable regulations as set down in By-law No. 83-38, as amended.
7. 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 8th day of **September, 2014**.

READ a third time and finally passed in Open Council on the 17th day of **November, 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 3, Concession 3, Block A in the said Township of Wilmot.

This is Schedule "A" to By-law No. **2014-38**.

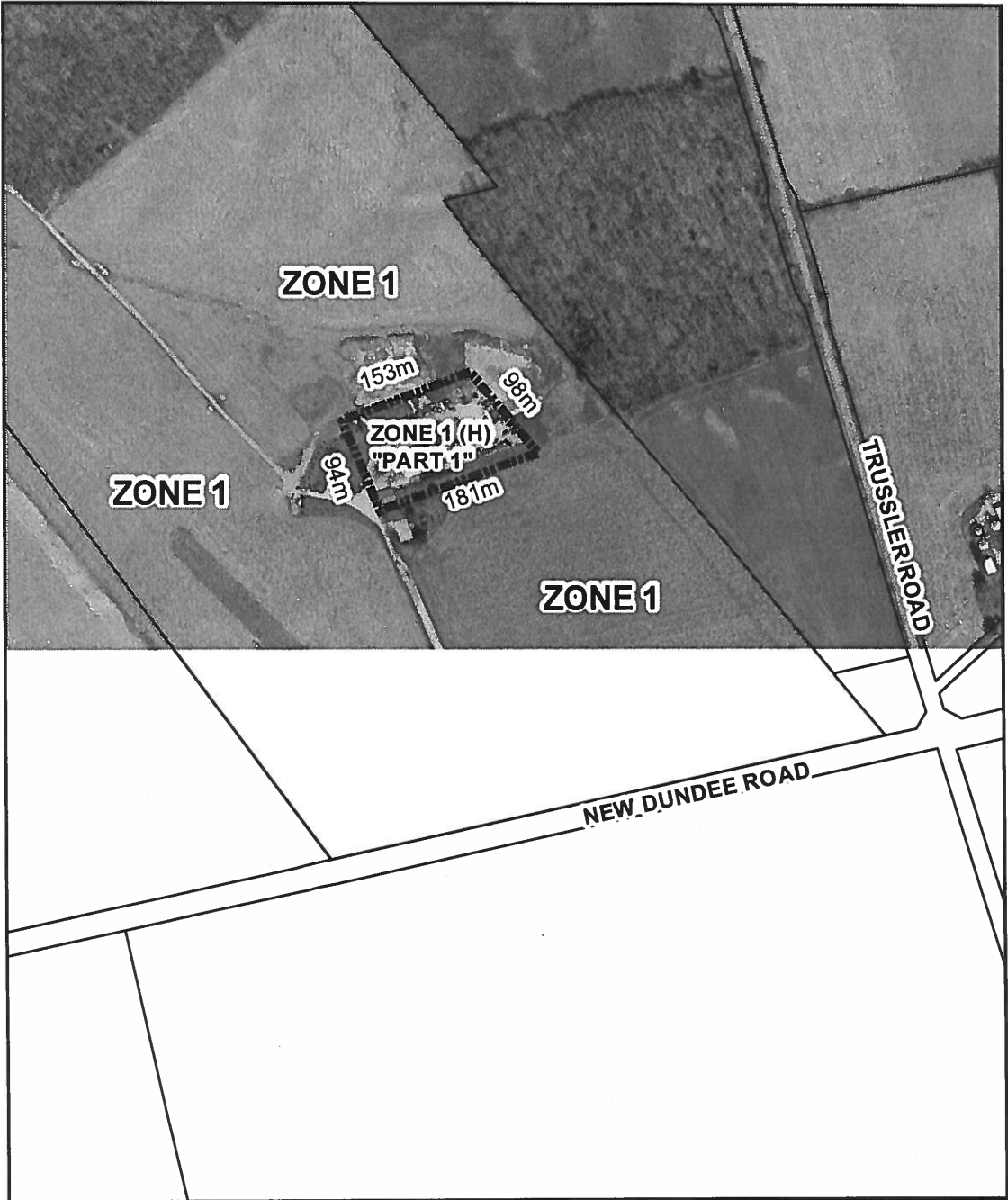
PASSED this ____ day of _____, 201_.

MAYOR

CLERK

SCHEDULE "B"
PART OF LOT 3, CONCESSION 3, BLOCK A
TOWNSHIP OF WILMOT

SUBJECT LANDS OUTLINED THUS: - - - - -



THIS IS SCHEDULE "B" TO BY-LAW NO. 2014-38
PASSED THIS 17TH DAY OF NOVEMBER, 2014.

MAYOR

CLERK

