



**TOWNSHIP OF WILMOT
COUNCIL MEETING AGENDA
MONDAY, SEPTEMBER 22, 2014**

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

- 1. MOTION TO CONVENE INTO CLOSED SESSION (IF NECESSARY)**
- 2. MOTION TO RECONVENE IN OPEN SESSION**
- 3. MOMENT OF SILENCE**
- 4. ADDITIONS TO THE AGENDA**
- 5. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT**
- 6. MINUTES OF PREVIOUS MEETINGS**
 - 6.1 Council Meeting Minutes September 8, 2014**

Recommendation

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

Regular Council Meeting September 8, 2014.

- 7. PUBLIC MEETINGS**
- 8. PRESENTATIONS/DELEGATIONS**
- 9. REPORTS**
 - 9.1 CAO – no reports**
 - 9.2 CLERKS**
 - 9.2.1 REPORT NO. CL2014-29
2014 Municipal Election Compliance Audit Committee
Revised Terms of Reference**

Recommendation

THAT the amended Terms of Reference for the 2014 Municipal Election Compliance Audit Committee, as prepared by the Region of Waterloo Clerk, be adopted.

9.3 FINANCE – no reports

9.4 PUBLIC WORKS – no reports

9.5 DEVELOPMENT SERVICES – no reports

9.6 FACILITIES AND RECREATION SERVICES

**9.6.1 REPORT NO. CL2014-12
Foundry Street Parkette, Baden**

Recommendation

THAT staff be authorized to proceed with the development of the proposed Foundry Street Parkette in Baden as outlined in Report PRD-2014-12.

9.7 FIRE – no reports

9.8 CASTLE KILBRIDE – no reports

10. CORRESPONDENCE

10.1 Castle Kilbride Advisory Committee – Meeting Minutes, June 19, 2014

10.2 Heritage Wilmot Advisory Committee – Meeting Minutes, July 15, 2014

10.3 Region of Waterloo – Class Environmental Assessment for the Expansion of the New Hamburg Wastewater Treatment Plant, Notice of Public Consultation Centre No. 2

Recommendation

THAT Correspondence Items 10.1 to 10.3 be received for information.

11. BY-LAWS

12. NOTICE OF MOTIONS

13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS

14. BUSINESS ARISING FROM CLOSED SESSION

15. CONFIRMATORY BY-LAW

15.1 By-law No. 2014-39

Recommendation

THAT By-law No. 2014-39 to Confirm the Proceedings of Council at its Meeting held on September 22, 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, SEPTEMBER 8, 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'Krafka, Fire Chief M. Raine, Director of Finance R. Tse,
Curator/Director of Castle Kilbride T. Loch**

- 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 August 25, 2014

Resolution No. 2014-175

Moved by: M. Murray

Seconded by: J. Gerber

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

Regular Council Meeting August 25, 2014.

CARRIED, AS AMENDED.

At the request of Councillor A. Junker, Agenda Item 9.5.2 pertaining to Zone Change Application 05/14 will include the original staff recommendation as part of the Minutes.

7. PUBLIC MEETINGS

8. PRESENTATIONS/DELEGATIONS

8.1 Ben Broughton, President, Wilmot Agricultural Society New Hamburg Fall Fair

Mr. Broughton thanked Council for providing the Wilmot Agricultural Society the opportunity to speak with them about the New Hamburg Fall Fair. He advised Council that the set-up is occurring presently for the 150th Fall Fair. He highlighted some of the traditional events that are being brought back this year plus the new events introduced as the result of a survey undertaken last year. Additional food vendors, a kids area with a tractor display, bouncy castle and other programs and expanded Sunday hours which include the arena being open and a petting zoo. He notified Council that the Society is very grateful for having received an increase in donations. He summarized the increased marketing efforts undertaken which include new advertisements and social media.

Mr. Broughton concluded his presentation by stating that volunteers are still welcome for this year and that the Society appreciates all of the support from Council over the years.

Mayor L. Armstrong thanked Mr. Broughton, the Society and all of the volunteers who make events like the Fall Fair possible in Wilmot.

8.2 Mark Hammer, New Dundee Optimists New Dundee Soap Box Derby

Mr. Hammer thanked Council for the opportunity to highlight the success of the New Dundee Soap Box Derby which has just concluded its second year. He advised Council that the Derby is a historical event for the New Dundee Optimist Club which ended in 1981. He confirmed that there were ten entrants this year and that the majority of the cart is to be built by the entrant. The crowd watching the event was approximately 250 and was enjoyed by all. He noted that the kids enter the event for fun and that all who enter receive a medal and an ice cream cone. There are three different prizes awarded but the main goal of the event is to bring the community together and to promote the Optimist Club and its values.

Mayor L. Armstrong noted that it was a very enjoyable event and that he commends the Club for bringing it back to New Dundee. He also commended their efforts in fostering volunteerism.

Councillor A. Junker echoed the statement of Mayor L. Armstrong stating that he watched the action from the finish line and that they truly were in the Derby for fun and rarely cared who actually won.

8.3 Tova Davidson, Executive Director Sustainable Waterloo Region

8.3.1 REPORT NO. FIN 2014-25 Sustainable Waterloo Region (SWR) Membership

Resolution No. 2014-176

Moved by: A. Junker

Seconded by: B. Fisher

THAT the Township of Wilmot join the Sustainable Waterloo Region (SWR) Regional Carbon Initiative (RCI) as an observing organization;

AND FURTHER THAT the annual membership fee of \$4,125 be incorporated into the draft 2015 operating budget.

CARRIED.

The Manager of Accounting highlighted the report.

Ms. Davidson provided Council with an overview of the 2013 Annual Report for Sustainable Waterloo Region. She discussed the organization, the programs offered, what an observing organization would do and what the next steps would be for Wilmot if the recommendation is approved. She provided highlights from the some of the member organizations who have made great progress in reducing their greenhouse gas emissions.

In response to Councillor B. Fisher, Ms. Davidson advised that the City of Cambridge has had significant reduction costs with the initiative and that sustainability includes financial efficiency.

Ms. Davidson advised Councillor B. Fisher that at this point she could not identify where Wilmot would achieve the greatest reductions in emissions or costs. She explained that a scorecard would illustrate the Township's percentage of emissions from different areas and where efficiencies could be made.

9. REPORTS

9.1 CAO

9.1.1 REPORT NO. CAO 2014-04 Updated 2014 Municipal Work Program

Resolution No. 2014-177

Moved by: P. Roe

Seconded by: M. Murray

THAT the updated 2014 Municipal Work Program, as per the report dated September 8, 2014, prepared by the Chief Administrative Officer, be endorsed.

CARRIED.

The Chief Administrative Officer highlighted the report.

In response to Councillor A. Junker, The Director of Public Works confirmed that the tar and chip project on Bean Road was scheduled to be completed today by the contractor but that due to medical reasons the completion was delayed.

The Director of Facilities and Recreation Services confirmed for Councillor J. Gerber that all options are being explored with regards to the former pool building and the neighbouring school board property. The CAO clarified that the Township owns the building and the property the building is built on but has no ownership with regards to the parking lot or other amenities of the surrounding property.

Mayor L. Armstrong noted that the Township does have a right of way over the parking lot.

9.2 CLERKS

- 9.2.1 REPORT NO. CL2014-28
Appointment of Engineer
Petition for Municipal Drainage Works
South Part of Lot 26, Concession South of Bleams Road,
Township of Wilmot, Regional Municipality of Waterloo**

Resolution No. 2014-178**Moved by: M. Murray****Seconded by: A. Junker**

THAT Dietrich Engineering of 515 Dotzert Court, Unit 8, Waterloo be appointed as the Engineer relative to the Petition from Stephen and Linda Lichti for drainage works for the South Part of Lot 26, Concession South of Bleam's Road, (parcel between Highway 7 & 8 and Concession Road) in the L.K. Roth Drain watershed, New Hamburg, Township of Wilmot., and authorize the Clerk to proceed accordingly under The Drainage Act.

CARRIED.**9.3 FINANCE**

- 9.3.1 REPORT NO. FIN 2014-26
Ontario Community Infrastructure Fund (OCIF)
And New Building Canada Fund Small Communities Fund (SCF)**

Resolution No. 2014-179**Moved by: P. Roe****Seconded by: B. Fisher**

THAT report FIN 2014-26, prepared by the Director of Finance, regarding the funding application to OCIF and SCF be received for information purposes.

CARRIED.

The Director of Finance highlighted the report.

The Director of Finance confirmed that the Electrical Engineer's report will be available on September 11, 2014 and the estimated capital costs will be included in the application.

Councillor A. Junker requested that the Township refrain from referring to the Bridge Street bridge project as a replacement given that the outcome from the assessment is unknown and replacing the structure is only one possible option.

9.4 PUBLIC WORKS – no reports

9.5 DEVELOPMENT SERVICES**9.5.1 REPORT NO. DS 2014-20
August Building Statistics****Resolution No. 2014-180****Moved by: B. Fisher****Seconded by: M. Murray****THAT the August 2014 Building Statistics be received for information.****CARRIED.**

Further to the report, the Director of Development Services advised Council that new applications have been received recently for industrial development.

**9.5.2 REPORT NO. DS 2014-21
Zone Change Application 05/14
Dennis Kropf / Steelgate Farms Inc.
Part of Lot 3, Concession 3, Block A
1092 Bridge Street****Resolution No. 2014-181****Moved by: A. Junker****Seconded by: M. Murray****THAT Report DS 2014-21 be received for information.****CARRIED.**

The Director of Development Services highlighted the report and advised Council that more discussions will be occurring with the applicant regarding the comments received from the Region of Waterloo.

9.6 FACILITIES AND RECREATION SERVICES – no reports**9.7 FIRE – no reports****9.8 CASTLE KILBRIDE – no reports****10. CORRESPONDENCE****11. BY-LAWS****11.1 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****Resolution No. 2014-182****Moved by: A. Junker****Seconded by: J. Gerber**

THAT By-law No. 2014-38 be read a first and second time in Open Council.

CARRIED.

12. NOTICE OF MOTIONS

13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS

- 13.1 Councillor A. Junker advised Council of the annual New Dundee Board of Trade Fish Fry that will be occurring on September 17, 2014 at the New Dundee Community Centre.
- 13.2 Councillor B. Fisher notified Council that he will not be attending the Council Meeting scheduled for September 22, 2014.
- 13.3 Mayor L. Armstrong reminded Council that the New Hamburg Fall Fair will be starting on Friday, September 12, 2014. He encouraged all members to volunteer their time at this and other events throughout the Township.

14. BUSINESS ARISING FROM CLOSED SESSION

15. CONFIRMATORY BY-LAW

15.1 By-law No. 2014-37

Resolution No. 2014-183

Moved by: B. Fisher

Seconded by: M. Murray

THAT By-law No. 2014-37 to Confirm the Proceedings of Council at its Meeting held on September 8, 2014 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

16. ADJOURNMENT (7:47 P.M.)

Resolution No. 2014-184

Moved by: P. Roe

Seconded by: A. Junker

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

CARRIED.

Mayor

Clerk



Township of Wilmot REPORT

REPORT NO. CL2014-29

TO: Council

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

DATE: September 22, 2014

SUBJECT: 2014 Municipal Election Compliance Audit Committee
Revised Terms of Reference

Recommendation:

That the amended Terms of Reference for the 2014 Municipal Election Compliance Audit Committee, as prepared by the Region of Waterloo Clerk, be adopted.

Background:

Amendments to the Municipal Elections Act mandate the establishment of a Compliance Audit Committee by October 1st of an election year. Section 81 (1) of the Act provides that an eligible elector who "believes on reasonable grounds that a candidate has contravened a provision of this Act relating to election campaign finances may apply for a compliance audit of the candidate's election campaign finances."

As Council may recall, on June 28, 2010 via Council resolution, the Terms of Reference as prepared by the Regional Clerk for the Municipal Election Compliance Audit Committee were approved, and further;

- 2) THAT the Director of Clerk's Services be delegated the authority to appoint members of the Municipal Election Compliance Audit Committee, in consultation with the Clerks of the other participating municipalities, and further;
- 3) THAT remuneration of \$150 per diem be approved for members of the Municipal Election Compliance Audit Committee to be paid by the host municipality where an audit application is received.

During the last election, the City of Cambridge had established a separate MEAC and were not a participating member of the Regional Committee. Since that time, the City expressed interest in becoming a participant. Subsequently, the Terms of Reference have been amended by the Regional Clerk to reflect this change. The amended Terms of Reference have been attached as Appendix A to this report.

The Clerks of the participating municipalities (Region of Waterloo, Cities of Kitchener, Cambridge, Waterloo and the Townships of North Dumfries, Wilmot, Wellesley and Woolwich) reviewed the submitted applications for this election year's Municipal Election Compliance Audit Committee and unanimously agreed to appoint the individuals listed as follows as the appointed members:

**Larry Aberle
Kevin Bambrick
Thomas Jutzi
Murray Stoddart
Grace Sudden
Robert J. Williams
Carl Zehr**

Strategic Plan Conformity:

The Report conforms with the Township's Strategic Plan by communicating municipal matters to the residents of Wilmot.

Financial Considerations:

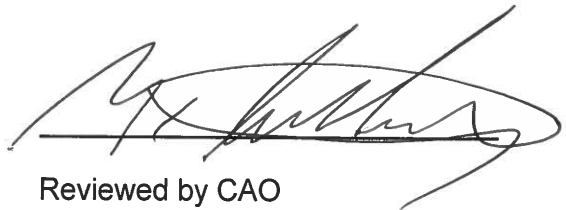
If an audit application is received, a remuneration of \$150 per diem will be paid for the members of the Municipal Election Compliance Audit Committee by the host municipality where an audit application is received.

Conclusion:

That the amended Terms of Reference for the Municipal Election Compliance Audit Committee, as prepared by the Region of Waterloo Clerk, be adopted.



Barbara McLeod, Director of Clerk's Services



Reviewed by CAO

Terms of Reference

Municipal Election Compliance Audit Committee (MECAC) Refer to Section 81 of the *Municipal Elections Act*

1. Name of Committee

Municipal Election Compliance Audit Committee (MECAC)

The municipalities of the Region of Waterloo, City of Kitchener, City of Waterloo, City of Cambridge, Township of North Dumfries, Township of Wellesley, Township of Wilmot and Township of Woolwich have agreed to create a joint Municipal Election Compliance Audit Committee. The establishment of this Committee and its terms of reference will be reviewed prior to the start of the next term of Council in 2018.

2. Purpose/Mandate/Scope

The MECAC will operate within the provisions of the *Municipal Elections Act*, as amended. The MECAC will consider an application for a compliance audit of a candidate's election campaign finances received under Section 81 of the *Municipal Elections Act* from an elector to determine if the application should be granted or rejected. If granted, the MECAC will appoint an auditor, receive and consider the auditor's report and decide whether legal proceedings should commence or if there were reasonable grounds for the application. The auditor's report is also submitted to the host Council and they are entitled to recover the auditor's costs if there was no apparent contravention and the MECAC finds no reasonable grounds for the application.

Definition

"Host Municipality" is the municipality where the application for a compliance audit is received. A host municipality can only receive applications for candidates registered in its municipality.

3. Committee Membership

The MECAC will consist of seven (7) members.

The Chair of the Committee will be determined at each meeting by selection of the members present.

Membership for the MECAC will be derived from the following groups:

- a) Accounting and audit
- b) Academic with expertise in political science or local government administration
- c) Legal
- d) Other individuals with knowledge of the campaign finance rules contained in the *Municipal Elections Act*

Members shall not include:

- a) Members of any municipal Council represented;
- b) Employees or officers of the municipalities represented;
- c) Any persons who are candidates in the election for which the committee is established

4. Selection of Members

Advertisements, including postings on the respective municipal websites, will be placed to solicit membership for the MECAC. Previous Compliance Audit Committee members will be contacted, along with direct contacts by municipal staff.

The Clerks (or designate) from the Cities of Kitchener, Cambridge and Waterloo, Townships of North Dumfries, Wellesley, Wilmot and Woolwich and the Region of Waterloo will meet to review the applications. Approval of the appointments will be delegated to each of the aforementioned Clerks by their respective Councils and the approved names will be put forward to each Council for their information. Appointments will be approved by a majority vote of the Clerks. Criteria used to determine membership may include: demonstrated knowledge and understanding of municipal election finance rules; analytical and decision-making skills, availability for meetings during the day or evening; previous committee experience, etc.

5. Term of Office

The term of office of the MECAC is the same as the term of Council, December 1st of an election year to November 30th of the subsequent election year.

6. Meetings

Meetings will be held as required when an application for compliance audit is received under the provisions of the *Municipal Elections Act*. The time frames for receiving applications and holding meetings shall be as established by the *Municipal Elections Act*. Meeting locations will be determined by the host municipality.

7. Agenda and Minute Preparation for the Meeting

The Clerk of the municipality where the request for compliance audit is received (host municipality) will be responsible for scheduling the meeting, preparing the agenda and taking minutes for the meeting. All expenses will be paid by the host municipality.

8. Closed Meetings of Committees

Closed sessions will be held in accordance with the provisions of Section 239 of the *Municipal Act* and will follow the procedures of the host municipality. The Clerk of the host municipality is responsible for conducting the closed meetings.

9. Meeting Procedures

Quorum will consist of at least four (4) members of the MECAC.

Voting by consensus will be used for decisions of the Committee or a majority vote by members, usually performed by the show of hands. The Chair is also entitled to a vote on MECAC.

Meetings will be governed by the Procedural By-law of the host municipality and Roberts Rules of Order as required.

10. Remuneration

Members of the MECAC shall be paid a per diem rate of \$150 plus the applicable mileage rate from the host municipality. Expenses will be paid by the host municipality.

11. Conflict of Interest Policy

Members of the MECAC will conform to the conflict of interest policy, attached as Schedule "A" to these terms of reference.

12. Expulsion of Members

The MECAC and/or the represented Clerks group may recommend to the host Council where the application was filed for the expulsion of a member for reasons as listed, but not limited to:

- the member being in contravention of the *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, the *Provincial Offences Act*, the *Municipal Conflict of Interest Act* and/or the *Municipal Elections Act*;
- the member disrupting the work of the Committee; or
- other legal issues

13. Errors/Omissions

The accidental omission to give notice of any meeting of the MECAC to its members, or the non-receipt of any notice by any of the members, or any error in any notice that does not affect its substance, does not invalidate any resolution passed or any proceedings taken at the meeting. Any members of the MECAC may at any time waive notice of the meeting.

Schedule "A"

CONFLICT OF INTEREST POLICY

Policy Application

This policy applies to the Municipal Elections Act Compliance Audit Committee (MECAC) for the municipalities of the Region of Waterloo, City of Kitchener, City of Waterloo, City of Cambridge Township of North Dumfries, Township of Wellesley, Township of Wilmot and Township of Woolwich.

Operating Principles:

Members of the MECAC have a duty to conduct themselves in an impartial and objective manner. It is recognized that appointees have a broad range of interests and, from time to time, actual or potential conflicts of pecuniary interest or the appearance of such conflicts may arise. The purpose of this policy is to enable the MECAC to deal with such conflicts in as open and appropriate a way as possible.

It is understood that members of MECAC 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 an honorarium, as established in the Terms of Reference and 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;

"Committee" is the Municipal Elections Act Compliance Audit Committee (MECAC);

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

"Member" is an individual formally appointed to the MECAC in accordance with the Terms of Reference.

Conflicts

Conflicts of pecuniary 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 disabled 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.



Township of Wilmot **REPORT**

REPORT NO. PRD 2014-12
TO: Council
PREPARED BY: Scott Nancekivell
DATE: September 22, 2014
SUBJECT: Foundry Street Parkette, Baden

Recommendation:

That staff be authorized to proceed with the development of the proposed Foundry Street Parkette in Baden as outlined in Report PRD-2014-12.

Background:

In 2012, the Baden Community Association (BCA) approached Township of Wilmot staff about the possibility of creating a small park on the vacant parcel of municipal property located on Foundry Street, Baden adjacent to the Baden Fire Hall, and north of the Baden Creek. Staff met with BCA members at the site to get a better understanding of their request/proposal. In March 2013, BCA received a "Community Environment Fund Project" grant of \$3,000 from the Region of Waterloo for the installation of native trees, soil, soil amendments and landscape stones for the project.

In the spring of 2013, BCA members coordinated the clean-up of wire and wood debris from the site as well as cutting the long grass and brush to reduce the amount of unsightly vegetative debris.

This summer (2014), staff met with Councillor Barry Fisher on behalf of the BCA, to review the proposal for the development of a "parkette".

Discussion:

The proposal suggests that the development of the parkette be phased over two (2) years as follows (see diagram):

Phase 1 (fall 2014)

- Complete the removal of dead trees and brush
- Remove (temporarily) the pedestrian bridge over Baden Creek for rehabilitation purposes

- Excavate and install a limestone pathway/circle from the sidewalk on Foundry street to the limit of Phase 1
- Prepare for the installation of a perennial/annual flower bed in the centre of the circle
- Install concrete pads for the installation of park benches
- Purchase landscape stones

Phase 2 (2015)

- Install a waste receptacle
- Re-install the rehabilitated pedestrian bridge
- Plant the perennial/annual flower bed
- Continue the pathway into Phase 2 and add another bench at the eastern limit of the property

The Director of Public Works has investigated the costs and logistics for the temporary removal/replacement of the pedestrian bridge.

Strategic Plan Conformity:

Strategy: Providing recreational opportunities for everyone

Financial Considerations:

To date, the BCA has accumulated approximately \$10,500 for this project through grants, donations and Cornfest proceeds. The group is currently working hard to receive as many donations (labour & materials) and discounts as possible from local suppliers for this endeavor. Additional fundraising initiatives are also in the development stages (e.g. "purchase-a-plank").

Phase 1 – Estimated costs associated with completion of Phase 1 include: relocation of the pedestrian bridge on-site to facilitate rehabilitation works (\$1,300), excavation and installation of the limestone pathway/circle (\$3,500), preparation of the perennial/annual flower bed (\$600), purchase of landscape stones (\$850), installation of bench pads (\$500).

Phase 2 – Estimated costs associated with completion of Phase 2 include: rehabilitation (\$4,200) and re-installation of the pedestrian bridge (\$1,300), purchase of plants/flowers/soil amendments (\$500), excavation and installation of the remaining limestone pathway (\$3,500), installation of an additional bench pad (\$250), purchase and installation of benches (\$500).

Staff anticipate that the on-going maintenance activities/costs will consist of waste removal (1 garbage can), bi-weekly mowing of the parkette frontage and a 1 meter swath on each side of the limestone pathway (typical standard), and the annual purchase of flowers and soil amendments in conjunction with the Horticultural Society's bed maintenance activities.

Conclusion:

The Baden Community Association has been very proactive both physically and through fundraising initiatives, and are eager to participate in the development of their parkette proposal. Staff recommend that Council authorize staff to work with the BCA to construct the parkette on Foundry Street as outlined this report.

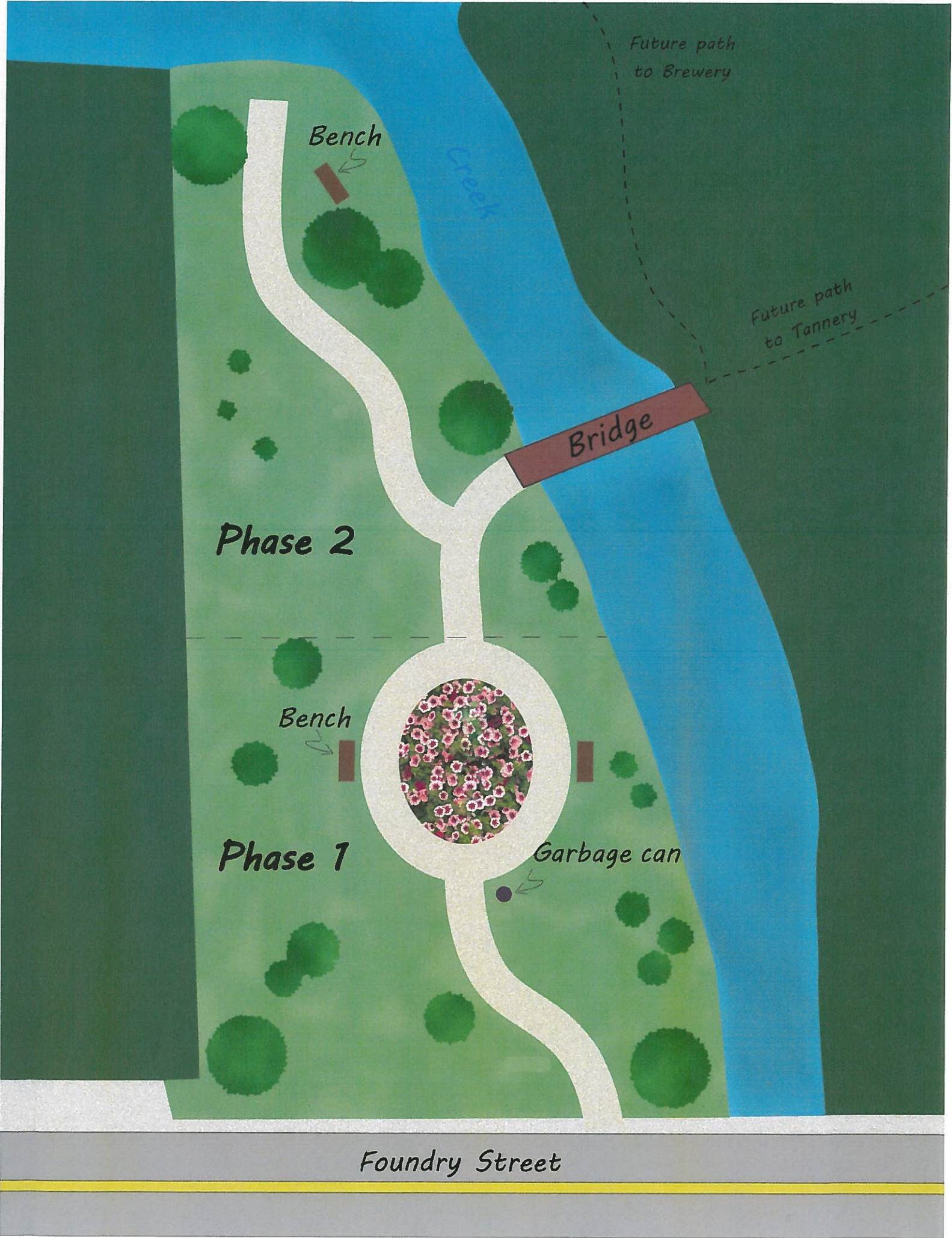
Maureen Edwards from the BCA will be in attendance to answer any questions from Council.



Director of Facilities & Recreation Services



Reviewed by CAO



Future path to Brewery

Bench

Future path to Tannery

Bridge

Phase 2

Bench

Phase 1

Garbage can

Foundry Street



Minutes

Castle Kilbride Advisory Committee

Meeting of June 19, 2014

Present: Chairman Jim Veitch, Leonard Kuehner, Doug Beesley, Prema Anjaria, Shirley Chapman and Carolyn Coakley; Staff Present: Sherri Gropp

Regrets: Councillor Jeff Gerber, Councillor Barry Fisher, Lindsay Harvey, Tracy Loch and CAO Grant Whittington

1. Welcome:

Chairman Jim Veitch welcomed members to the meeting.
Meeting commenced at 7:05 p.m.

2. Review of Minutes:

Review of minutes from May 15, 2014 meeting.
Motion to approve Minutes.
MOVED by Len
SECONDED by Shirley
Motion Carried.

3. Business:

- a) **June 9th Televised Council:** A huge thank you to Carolyn for delivering the update from the Castle Kilbride Advisory Committee. As well thank you to Intern Anna for creating the power point presentation.
 - b) **Summer Concert Series:** Sherri reported that the summer concerts are all set to begin on July 3rd. Committee members then signed up to give the introduction for the bands. Action: Sherri to circulate the completed sign-up sheet immediately.
 - c) **Additional Concert:** Jim reported that a choir created by Foxboro resident David Muir would like to perform at the Castle on Sunday September 21st at 2 p.m. In addition to the choir another group from Foxboro called the Foxtones are also interested in performing that afternoon. Prema inquired if the bands could be split up to play two 45 minute shows.
Action: Sherri to book council chambers.
 - d) **Summer Event Update:** Sherri reported that the Maids of Kilbride tour was off to a great start and that overall there were 115 participants booked. The most we have ever had in the 5 years this has been offered. Sherri reported that the Princess Tea was sold out at 52 participants. Carolyn and Prema will be assisting with food service that day.
- 4. Other Business:**
- a) **New Donation to the Castle/Township Archives-** Sherri talked about the New Hamburg Hockey photograph donation.
 - b) **Exterior Renovation:** Sherri reported that Nith Valley Construction began working outside on June 2nd. W
 - c) **Past Perfect:** Prema and Jim inquired into the status of PastPefect software. The software will be ordered soon and should be in place for the next meeting. Prema suggested staff should host a workshop for interested volunteers.
 - d) **CMOG-** the application is completed and has been submitted.

5. Adjournment

Motion to adjourn.
MOVED by Prema; SECONDED by Doug
The meeting ended at 7:45 p.m.

NEXT MEETING:

September 18, 2014 at 7:00 p.m. Swartzentruber Room



HERITAGE WILMOT

Township of Wilmot Heritage Wilmot Advisory Committee

Minutes of July 15th, 2014

Present: Nick Bogaert, Chris Ehrat, Elisia Scagnetti, Marg Rowell, Rene Eby, Lindsay Joseph, Tracy Loch (Curator), Peter Roe (Councillor), Al Junker (Councillor), Grant Whittington (CAO), Andrew Martin (Planner/Economic Development Officer)

Regrets: Gary Beach

Meeting was held at the Swartzentruber Room, Township of Wilmot. Meeting started at 7:06 p.m.

Welcome

Nick Bogaert welcomed the committee members to the Heritage Wilmot Advisory Committee meeting. He also introduced solicitor Brian Kelly and Baden resident Murray Pfeifer who were in attendance to present information about the demolition request for 144 Foundry Street, on behalf of the Estate of the late Enid Elizabeth Schmidt.

New Business

Demolition Request: 144 Foundry Street

Mr. Kelly began the presentation by circulating an information package to the committee outlining his findings regarding the listing of the house on the register of non-designated properties, and results of research related to the building construction. Mr. Kelly stated that according to the *Ontario Heritage Act*, a property had to be easily identifiable in order to be considered for designation. Kelly claimed that the Beck House was not easily identifiable based on the fact that in the non-designated listing, the picture of the property did not match the legal description or the roll number. He also claimed that the home was built in 1880 (versus 1855 as indicated in the register), and there was no significant evidence to suggest that Sir Adam Beck was born in that house. Mr. Kelly claimed that because the house is not properly identified on the listing and that there is no evidence to suggest Adam Beck was born there, that the house holds no significance to heritage and therefore should not be on the non-designated list and should not be designated by the committee. With this reasoning, Mr. Kelly informed the committee that the estate would like to proceed with the demolition.

The Chair and several committee members noted to Mr. Kelly that they believed the house was in fact easily identifiable based on the information contained in the Council-approved register, even if the address was slightly off. Al also enquired if a title search was conducted on the property and Mr. Kelly said they had not. He shared that the ink was too difficult to read from the original document. Al and Marg suggested that a title search should be conducted.

After the presentation, Brian Kelly and Murray Pfeifer left the meeting and the committee continued the discussion. Tracy circulated information packages to committee members highlighting the historical significance of Adam Beck, as well as his father Jacob Beck to the history of Baden and Wilmot Township. Despite the comments from Mr. Kelly, the committee was confident that this home indeed was the birthplace of Sir Adam Beck. Al suggested to examine older maps of the property, in particular the earliest one of Baden that he recalled in order to determine if the house on 144 Foundry Street was owned by the Beck family and exactly when it was built. Tracy believed there was an old map of Baden in the archives that may assist with the search.

Nick advised that he and Marg were given permission a week prior to the meeting by the Estate of Enid Schmidt to tour the property. Both toured the home with Township staff (Harold O'Krafka) and Mr. Pfeifer. Marg found evidence within the construction of the house to date the building before 1880 (which was the date according to MPAC), which is consistent with the 1855 build date in the register. Nick circulated some photographs that showed the beams, the roof construction, as well as some of the flooring and other features within the house.

Lindsay was able to look into some of the census materials during the meeting. The 1861 Canada West census indicates that the house on the Beck property was indeed built in 1855 which is consistent with the construction methods that Marg described. Chris presented printed copies of records stating the home was built in 1855 along with Adam Beck's birth record of June 20, 1857 which notes the location discussed.

Tracy suggested that she could look at some of the research that was done for the 100th Anniversary of the Waterloo Historical Society that Wilmot Township hosted a year ago highlighting the Beck family and their accomplishments. The anniversary focused on Jacob Beck and would have some information about when he moved to Wilmot Township and when he built the house on the property there.

Tracy reminded the committee that if it were still their intention to designate the Beck House, they would have to present this request at the next Council meeting, which was the following week. The committee then discussed various options related to the home. They were:

1. To advise Council that the Beck House located at 144 Foundry Street should be designated under Part IV of the *Ontario Heritage Act*.
2. To have the house moved to a new location. The house could be used now or protected (mothballed) to be used at a later date. This would require an outside source that would be interested in moving the building.
3. To maintain some parts of the house to be used in a commemoration to the Beck family. This could be accomplished onsite, and possible locations identified were at the end of a planned cul-de-sac, as well as at a future trail head.
4. To proceed with the demolition request and have the building removed, and documented.

The committee discussed the potential outcomes related to the designation of the home, and the risks of designating the home without owner consent. After a lengthy discussion and weighing all options, although members of the committee hoped to designate the home as they felt the historical association to this property was significant, the conclusion from the committee was to seek other ways to honour the Beck family by retaining some elements from the home to incorporate into a commemorative feature on the site. After further discussion regarding various options, the committee agreed that they needed further information and clarification from the Estate. Nick agreed to contact the representatives of the Estate of Enid Schmidt to discuss their openness to further exploring the above options. Nick would communicate the results of the meeting to the committee, and another meeting would be held to discuss if required.

ACTION: Nick will contact Brian Kelly and request another meeting with a smaller group from the committee.

ACION: Tracy will double check additional information on the Beck House and earliest map of Baden to ensure accuracy.

A sub-committee of Heritage Wilmot will have a tentative meeting on Thursday, July 17th, 2014 to discuss the outcome of the meeting with the Estate. Tracy to book the Swartzentruber room.

Business

New Hamburg Grandstand Mural Update

Previously, Peter had forwarded to Tracy the name of member of an organization that might be interested in funding the mural project. Tracy met Brendan Sheenan, Director of Philanthropic Services of the KW Community Foundation, and he seemed very interested in the project and wanted to know more. Tracy will meet with him on Friday to continue discussions of the project. Tracy thanked Peter for the connection.

Heritage Settlement Signs

Tracy updated the committee and noted that the remaining signs have now been installed by the Region. There was also an article printed in the New Hamburg about the project which gave positive feedback about the initiative. Tracy circulated a copy of the article to the committee. Tracy was advised that the signs need to be reviewed and re-visited to ensure that they are all installed accordingly.

Review of Minutes from May 6th, 2014

MOVED by Peter
SECONDED by Chris
ALL in favour

Adjournment at 9:22 p.m.

MOVED by Chris
SECONDED by Rene

Next meeting – to be determined.



Transportation and Environmental Services
Water Services

150 Frederick Street, 7th Floor
Kitchener ON N2G 4J3 Canada
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www.regionofwaterloo.ca

September 9, 2014

Ms. Barbara McLeod
Director of Clerk's Services
Township of Wilmot
60 Snyder's Road West
Baden, Ontario N3A 1A1

**RE: Class Environmental Assessment for the Expansion of the New
Hamburg Wastewater Treatment Plant
Notice of Public Consultation Centre No. 2**

Dear Ms. McLeod:

The Regional Municipality of Waterloo (Region) is undertaking a Class Environmental Assessment (EA) to select the most environmentally and technically sound option to expand the New Hamburg Wastewater Treatment Plant (WWTP) to service growth in the community, as described in the 2011 Baden and New Hamburg Water and Wastewater Master Plan Update. The New Hamburg WWTP provides wastewater treatment services for the communities of Baden and New Hamburg in the Township of Wilmot (Township).

The study is being conducted in accordance with the requirements for a Schedule C project under the Municipal Class Environmental Assessment (EA) (Municipal Engineers Association, June 2000, as amended in 2007 and 2011). The study will complete Phases 3 and 4 of the Municipal Class EA process, with Phases 1 and 2 of the Class EA process already completed through the 2011 Master Plan.

The second of two Public Consultation Centres (PCCs) has been scheduled to receive input and comments on this project from interested members of the public. The PCC will provide information on proposed effluent limits and design capacity for the New Hamburg WWTP, the evaluation of alternative design concepts for the plant expansion, the preferred design concept, and next steps.

The PCC will be held as follows:

Wednesday, September 24, 2014
5:30 pm to 7:30 pm
Wilmot Recreation Complex, Room B
1291 Nafziger Road
Baden, Ontario

The PCC will be a drop-in open house format, with project information presented on display boards, and Regional staff and their project consultants in attendance to provide further explanation and to receive your comments and questions.

Information on the study will periodically be posted on the Region's web site at: <http://www.regionofwaterloo.ca/en/aboutTheEnvironment/Wastewater2.asp>. The information presented at this PCC will be available on this web site after October 1, 2014.

If you have any questions or would like further information about the study, please contact the undersigned by phone at 519-575-4757, extension 3682 or by e-mail at darsenault@regionofwaterloo.ca. Thank you very much for your interest in the study.

Sincerely,

The Regional Municipality of Waterloo



Dave Arsenault, M.Sc., P.Eng.
Senior Project Engineer
Water Services

cc. Mr. Steve Nutt, XCG Consultants Ltd.