



TOWNSHIP OF WILMOT

Council Meeting Agenda

Monday, April 24, 2017

ad hoc Budget Advisory Committee Meeting

Wilmot Community Room

6:30 P.M.

Regular Council Meeting

Council Chambers

7:00 P.M.

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

6.1 Council Meeting Minutes April 10, 2017.

Recommendation

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

Council Meeting April 10, 2017.

7. PUBLIC MEETINGS

7.1 REPORT NO. DS 2017-08

Zone Change Application 05/17

Vince and Dianne Romano

Part of Lot 9, Concession South of Snyder's Road

Part 1, Plan 58R-3252

1325 Snyder's Road East

Recommendation

THAT Zone Change Application 05/17 made by Vince and Dianne Romano, affecting Part of Lot 9, Concession South of Snyder's Road, being Part 1, Plan 58R-3252, to permit a residential building – two units be approved.

8. PRESENTATIONS/DELEGATIONS

8.1 Peter Graham, CPA, CA

Graham Mathew Professional Corporation LLP

2016 Audited Financial Statements

8.1.1 REPORT NO. FIN 2017-23

2016 Audited Financial Statements

Recommendation

THAT Report FIN 2017-23 regarding the 2016 Annual Financial Report be received for information purposes.

9. REPORTS

9.1 CAO – no reports

9.2 CLERK'S SERVICES**9.2.1 REPORT NO. CL 2017-14****By-law Enforcement****Quarterly Activity Report****January to March, 2017****Recommendation**

THAT the Enforcement Activity Report for January 1st to March 31st, 2017 be received for information purposes.

9.3 FINANCE – no additional reports**9.4 PUBLIC WORKS****9.4.1 REPORT NO. PW-2017-07****King Street Reconstruction****Recommendation**

THAT the tender submitted by Sierra Infrastructure Inc. for the reconstruction of King Street in New Hamburg in the amount of \$483,701.95, plus HST, be accepted.

9.4.2 REPORT NO. PW-2017-08**Public Works Activity Report****January - March****Recommendation**

THAT the Public Works Department Activity Reports for the months of January, February and March 2017 be received for information.

9.5 DEVELOPMENT SERVICES – no additional reports**9.6 FACILITIES AND RECREATION SERVICES – no reports**

9.7 FIRE**9.7.1 REPORT NO. FD 2017-04****Diesel Exhaust Removal System Station 3 – New Hamburg****Recommendation**

THAT Air Technology Solutions Canada Inc. be awarded the contract to design, supply and install a permanent Diesel Exhaust Removal System at Wilmot Fire Station 3 – New Hamburg in the amount of \$33,067.00, plus applicable taxes.

9.7.2 REPORT NO. FD 2017-05**Quarterly Activity Report****Recommendation**

THAT the Fire Department Activity Report for the first quarter of 2017 be received for information purposes.

9.8 CASTLE KILBRIDE – no reports**10. CORRESPONDENCE****10.1 Grand River Conservation Authority – GRCA Current, April 2017****Recommendation**

THAT Correspondence Item No. 10.1 be received for information.

11. BY-LAWS**11.1 By-law No. 2017-19 – Zone Change Application 05/17, Vince and Dianne Romano, Part of Lot 9, Concession South of Snyder's Road, Part 1, Plan 58R-3252, 1325 Snyder's Road East****Recommendation**

THAT By-law No. 2017-19 be read a first, second and third time and finally passed in Open Council.

11.2 By-law No. 2017-07 – Provisional By-law for the Weiss Municipal Drain 2016

Recommendation

THAT By-law No. 2017-07 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. 2017-20

Recommendation

THAT By-law No. 2017-20 to Confirm the Proceedings of Council at its Meeting held on April 24, 2017 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, April 10, 2017

Closed Council Meeting

Wilmot Community Room

6:30 P.M.

Regular Council Meeting

Council Chambers

7:00 P.M.

Members Present: Mayor L. Armstrong, Councillors A. Junker, P. Roe, B. Fisher, J. Gerber and 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, Director of Finance P. Kelly, Curator/Director of Castle Kilbride T. Loch, Manager of Accounting A. Romany

1. MOTION TO CONVENE INTO CLOSED SESSION

Resolution No. 2017-63

Moved by: P. Roe

Seconded by: M. Murray

THAT a Closed Meeting of Council be held on Monday, April 10, 2017 at 6:30 P.M. in accordance with Section 239 (2) (b) and (c) of the Municipal Act, 2001, for the purposes of considering the following matters:

- 2 (b) personal matter about an identifiable individual; and
- (c) a proposed or pending acquisition or disposition of land by the municipality.

CARRIED.

2. MOTION TO RECONVENE IN OPEN SESSION

Resolution No. 2017-64

Moved by: A. Junker

Seconded by: J. Gerber

That we convene into Open Session of Council at 7:00 pm.

CARRIED.

3. MOMENT OF SILENCE

4. ADDITIONS TO THE AGENDA

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

None disclosed.

6. MINUTES OF PREVIOUS MEETINGS

6.1 Council Meeting Minutes March 27, 2017.

Resolution No. 2017-65

Moved by: B. Fisher

Seconded by: A. Junker

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

Council Meeting March 27, 2017.

CARRIED.

7. PUBLIC MEETINGS

8. PRESENTATIONS/DELEGATIONS

8.1 Nick Bogaert, Chairperson

Marg Rowell, Committee Member

Heritage Wilmot Advisory Committee

Register of Non-Designated Properties in Wilmot Township

Mr. Bogaert thanked Council for the opportunity to present the Register of Non-Designated properties. He provided Council with an overview of the recent work completed by the Committee, the reason for having the Register and why properties would be listed. He also summarized for Council the process for adding properties to the Register.

Ms. Rowell highlighted the five properties being added to the Register, providing details on the historical and architectural significance of the properties.

Mr. Bogaert advised Council of the Committee's next steps with regards to the Register and continued work with designated heritage properties.

Mayor L. Armstrong thanked Mr. Bogaert, Ms. Rowell and the entire Heritage Wilmot Committee for their efforts.

8.1.1 REPORT NO.

Updated Heritage Register of Non-Designated Properties within the Township of Wilmot

Resolution No. 2017-66

Moved by: P. Roe

Seconded by: A. Junker

THAT the updated Register of Non-Designated Properties for the Township of Wilmot dated April 10, 2017 as submitted on behalf of the Heritage Wilmot Advisory Committee, be adopted.

CARRIED.

The Curator/Director of Castle Kilbride highlighted the report.

9. REPORTS

9.1 CAO – no reports

9.2 CLERK'S SERVICES**9.2.1 REPORT NO. CL 2017-13**

**Consideration of Drainage Engineer's Report
For the Cressman and Don Myers Municipal Drains 2017
Parts of Lots 25 and 26, Concession 1 Block A
Parts of Lots 23 to 26, Concession 2 Block A
Parts of Lots 23 to 26, Concession 3 Block A
Township of Wilmot, Regional Municipality of Waterloo**

Resolution No. 2017-67**Moved by: A. Junker****Seconded by: M. Murray**

THAT the Drainage Engineer's Report dated March 22, 2017 for the Cressman and Don Myers Municipal Drains 2017, to construct a drainage system to safely convey surface flows on the Lyle Cressman property, and to improve the subsurface outlet for tile drainage waters within the watershed for Part of Lots 25 and 26, Concession 1 Block A; Parts of Lots 23 to 26, Concession 2 Block A; Parts of Lots 23 to 26, Concession 3 Block A, Township of Wilmot, Region of Waterloo, be adopted, and further;

THAT the Provisional By-law be given first and second reading; and further,

THAT the date for the Court of Revision be scheduled for Monday, May 8th, 2017 at 7:00 pm and that: Mayor L. Armstrong, Councillors A. Junker, M. Murray and J. Gerber (as alternate member), be appointed to the Court of Revision.

CARRIED, AS AMENDED.

The Deputy Clerk highlighted the report and requested that the date for the Court of Revision be moved to May 8, 2017.

Bill Dietrich provided a brief overview of the drain and introduced Steve Brickman to discuss the proposed drainage work.

Mr. Brickman provided an overview of the Engineer's Report including the history of the petition and drainage works in the watershed area and the Engineer's findings. He described the area affected and the works that are being proposed in the Engineer's Report.

In response to Councillor B. Fisher, Mr. Brickman provided details on how Bean Road is being affected by the proposed works including culvert installations and road mediation following construction.

Mayor L. Armstrong asked if any petitioners wished to withdraw their names from the petition or if any other land owners wished to have their names added.

9.3 FINANCE

9.3.1 REPORT NO. FIN 2017-21

Statement of Operations as of March 31, 2017 (un-audited)

Resolution No. 2017-68

Moved by: P. Roe

Seconded by: J. Gerber

That the Statement of Operations as of March 31, 2017, as prepared by the Manager of Accounting, be received for information purposes.

CARRIED.

The Manager of Accounting highlighted the report.

The Director of Public Works clarified for Councillor A. Junker that the first quarter winter expenses were higher than the three year average due to the freeze/thaw cycle which required continued salting/sanding despite the milder weather.

9.4 PUBLIC WORKS

9.4.1 REPORT NO. PW-2017-05

Surface Treatment – Award of Tender

Resolution No. 2017-69

Moved by: A. Junker

Seconded by: M. Murray

THAT the tender submitted by Cornell Construction Limited for the application of surface treatment to Township roads in the amount of \$454,812.99, plus HST, be accepted.

CARRIED.

9.4.2 REPORT NO. PW-2017-06

Hot Mix Asphalt Paving – Award of Tender

Resolution No. 2017-70

Moved by: P. Roe

Seconded by: A. Junker

THAT the tender submitted by Coco Paving Inc., for the paving of Township roads with hot mix asphalt, in the amount of \$239,100.00, plus HST, be accepted.

CARRIED.

9.5 DEVELOPMENT SERVICES

9.5.1 REPORT NO. DS 2017-07

2017 First Quarter Building Statistics Summary

Resolution No. 2017-71

Moved by: M. Murray

Seconded by: P. Roe

THAT the 1st Quarter 2017 Building Statistics Summary be received for information.

CARRIED.

The Director of Development Services identified the Region of Waterloo building at Foxboro Green as the cause for the substantial increase in the amount collected for Institutional building permits.

In response to Councillor J. Gerber, the Director of Development Services confirmed that rebates are not guaranteed for properties who are not in compliance with the Septic System Mandatory Maintenance Inspection Program and that staff or court costs may be incurred if non-compliance continues. He further advised that staff have sent communications to residents annually since the program began and that follow-up communications will be circulated in early summer prior to the deadline.

9.6 FACILITIES AND RECREATION SERVICES – no reports**9.7 FIRE****9.7.1 REPORT NO. FD 2017-03****Automatic Aid Agreement – City of Waterloo****Resolution No. 2017-72****Moved by: M. Murray****Seconded by: P. Roe**

THAT Report FD 2017 – 03 prepared by the Acting Fire Chief regarding the automatic aid agreement with the City of Waterloo be endorsed.

CARRIED.

The Acting Fire Chief clarified for Councillor B. Fisher that the City of Waterloo Fire Services would be in command until Wilmot Fire Services arrives and command is transitioned in accordance with the individual situation.

In response to Councillor A. Junker, the Acting Fire Chief advised that Automatic Aid will include alarms ringing and confirmed structural fires.

9.8 CASTLE KILBRIDE**9.8.1 REPORT NO. CK 2017-02****Quarterly Activity Report – January, February & March 2017****Resolution No. 2017-73****Moved by: A. Junker****Seconded by: M. Murray**

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

CARRIED.

The Curator/Director of Castle Kilbride highlighted the report.

10. CORRESPONDENCE**11. BY-LAWS****11.1 By-law No. 2017-17 – Provisional By-law to Provide Drainage Works
Resolution No. 2017-74****Moved by: A. Junker****Seconded by: B. Fisher**

THAT By-law No. 2017-17 be read a first and second time in Open Council.

CARRIED.

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

13.1 Mayor L. Armstrong announced the following Grade 5 students as the winners for the first Wilmot Council for a Day contest:

- Max Sicoli
- Sadee Zister
- Matthew Schaadt
- Chloe Makenna Bogaert
- Lauryn Porchak
- Olivia Burns
- Charolotte English
- Megan Peacock
- Kasey Bater

14. BUSINESS ARISING FROM CLOSED SESSION**Resolution No. 2017-75****Moved by: B. Fisher****Seconded by: J. Gerber**

That the municipal lands known as 439 Waterloo Street, Part 3 on Reference Plan 58R-9275, Township of Wilmot, be declared surplus and the Chief Administrative Officer and the Clerk be authorized to proceed accordingly.

CARRIED.

15. CONFIRMATORY BY-LAW

15.1 By-law No. 2017-18

Resolution No. 2017-76

Moved by: M. Murray

Seconded by: A. Junker

THAT By-law No. 2017-18 to Confirm the Proceedings of Council at its Meeting held on April 10, 2017 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

16. ADJOURNMENT

Resolution No. 2017-77

Moved by: P. Roe

Seconded by: B. Fisher

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

CARRIED.

Mayor

Clerk



Township of Wilmot **REPORT**

REPORT NO. DS 2017-08

TO: Council

PREPARED BY: Andrew Martin, Planner/EDO

DATE: April 24, 2017

SUBJECT: Zone Change Application 05/17
Vince and Dianne Romano
Part of Lot 9, Concession South of Snyder's Road
Part 1, Plan 58R-3252
1325 Snyder's Road East

Recommendation:

That Zone Change Application 05/17 made by Vince and Dianne Romano, affecting Part of Lot 9, Concession South of Snyder's Road, being Part 1, Plan 58R-3252, to permit a residential building – two units be approved.

Background:

Notice of the Public Meeting was given to property owners within 120 metres of the subject lands on March 29, 2017. The following is a summary of comments received prior to the Public Meeting.

Public: none

Agencies:

GRCA: no objections

Region of Waterloo: no objections

Discussion:

The application proposes to add a second dwelling unit as a permitted use on the property to allow for an apartment to be created within an addition to the existing residence on the subject lands. The applicants advise that the existing home and addition would be used for their own residence and to accommodate additional family members.

The subject lands are designated as Agricultural Resource Area within the Township Official Plan and are zoned Zone 1 (Agricultural). The property consists of an active agricultural operation on approximately 34.5ha currently developed with a single family dwelling and farm buildings.

The applicant will be required to make application for a building permit for the proposed addition and a septic permit for a new or expanded system to service the two dwelling units.

Strategic Plan Conformity:

The approval of infilling residential uses maximizes the use of existing infrastructure and reduces the demand for additional greenfield lands to accommodate all residential development which are both strategies in achieving the Township's goal to protect the natural environment.

Financial Considerations:

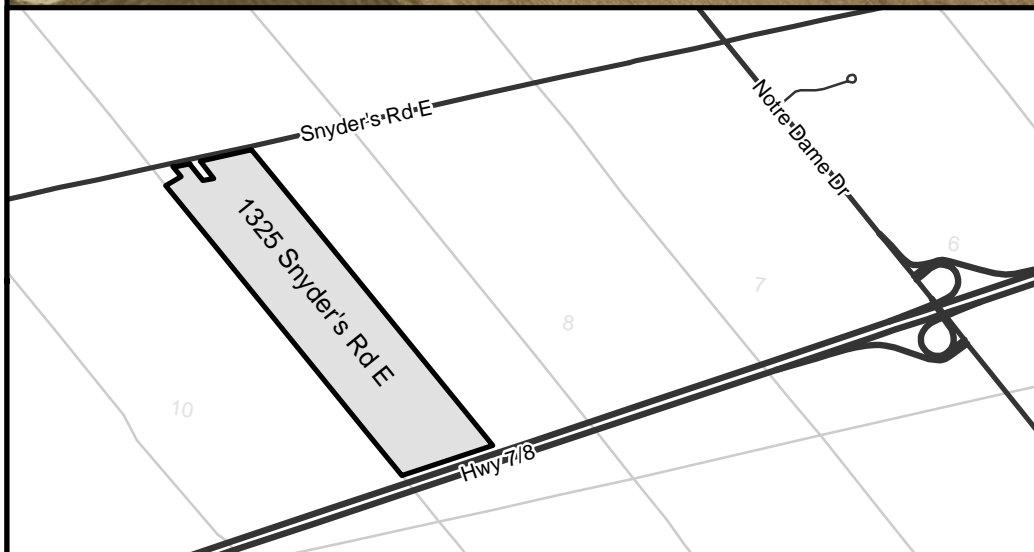
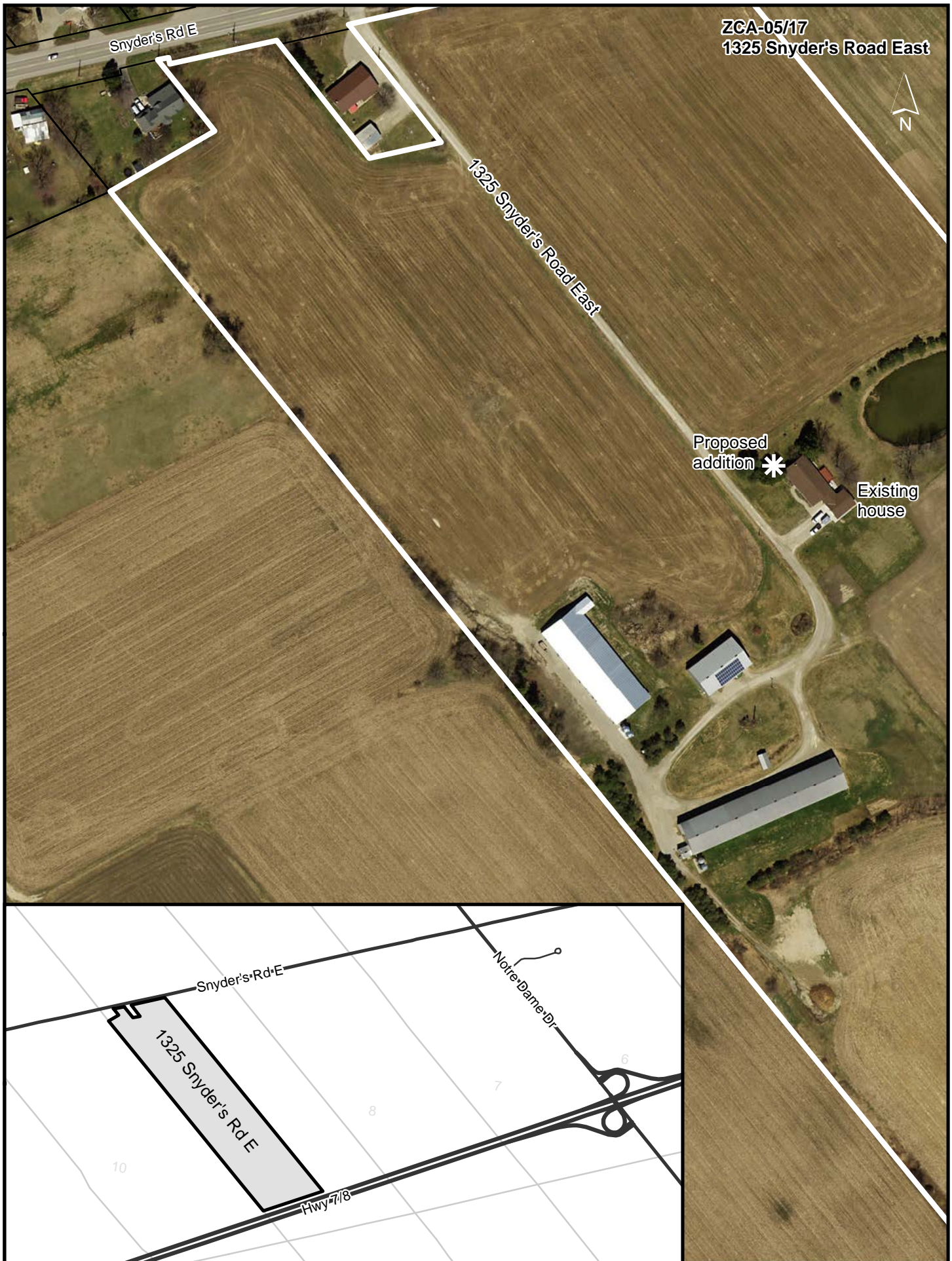
The application fees, established by the Township of Wilmot Fees and Charges By-law, were collected at the time of application.

Conclusion:

Second dwelling units on agricultural properties (by way of an apartment or temporary mobile home) are permitted on lands with an area of at least 35ha. However, through site specific amendment, the Township has permitted these units on undersized agricultural properties. The subject application represents a land use that has previously been accepted by the Township as appropriate and staff recommend the approval of the application

Andrew Martin, MCIP RPP
Planner/EDO

Grant Whittington
Reviewed by CAO





Township of Wilmot **REPORT**

REPORT NO.	FIN 2017-23
TO:	Council
PREPARED BY:	Patrick Kelly CPA, CMA Director of Finance
DATE:	April 24, 2017
SUBJECT:	2016 Audited Financial Statements

Recommendation:

That Report FIN 2017-23 regarding the 2016 Annual Financial Report be received for information purposes.

Background:

In accordance to the Municipal Act 2001, Section 296 Section 5, the auditor of a municipality shall report to the council of the municipality the audited financial report at the conclusion of the annual audit.

Municipalities are also required to submit a copy of the Financial Information Return (FIR) together with the audited financial statements to the Ministry of Municipal Affairs and Housing by May 31, 2017. A copy of the 2016 FIR was submitted to the Ministry of Municipal Affairs and Housing on April 13, 2017. The timely submission of the FIR will ensure that the Township will continue to receive Ontario Municipal Partnership Funding (OMPF) from the Ministry of Finance.

Discussion:

Graham Mathew Professional Corporation LLP was retained by the Township to prepare audited financial statements. The interim audit occurred in November 2016, and the year-end audit was completed in March 2017.

Attached to this report is the 2016 audited financial report for the Township of Wilmot, dated April 24, 2017 for information purposes.

Mr. Peter Graham, CPA, CA and Mr. Mike Arndt, CPA, CA of Graham Mathew Professional Corporation will be in attendance to highlight the report.

Strategic Plan Conformity:

This report is aligned with the Strategic Plan goal of being an engaged community through communication of municipal matters. The public disclosure of financial information to Council and the community adheres to the requirements of the Municipal Act, and the Township's Policy on Accountability and Transparency.

Financial Considerations:

Submission of the audited financial statements and FIR to the Ministry of Municipal Affairs and Housing will ensure the continuation of OMPF grant funding for 2017. This funding source of \$1,364,300 is essential for the Township to maintain the operating requirements outlined within the 2017 budget.

Conclusion:

Upon Council approval, a copy of the 2016 Audited Financial Statements will be posted to the Township website.

Patrick Kelly CPA, CMA
Director of Finance

Reviewed by Grant Whittington
Chief Administrative Officer

Financial Statements of

**THE CORPORATION OF THE
TOWNSHIP OF WILMOT**

Year ended December 31, 2016

THE CORPORATION OF THE TOWNSHIP OF WILMOT

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THE CORPORATION OF THE TOWNSHIP OF WILMOT
SIX-YEAR FINANCIAL REVIEW (UNAUDITED)
(All dollar amounts are in (000's) of dollars, except per capita figures)

	2016	2015	2014	2013	2012	2011
POPULATION at the end of the year	21,151	20,982	20,828	20,541	20,286	20,035
AREA in acres at the end of the year	65,767	65,767	65,767	65,767	65,767	65,767
EMPLOYEES - continuous full time	62	61	60	60	56	54
NUMBER of households	7,822	7,771	7,714	7,604	7,500	7,420
ASSESSMENT - Taxable assessment upon which the year's rates of taxation were set						
Residential, multi-residential and farm	2,960,690	2,819,008	2,674,206	2,528,385	2,358,972	2,180,301
Commercial - all classes	128,835	116,868	111,762	107,291	105,698	99,027
Industrial - all classes	39,948	40,371	41,292	40,314	38,149	35,192
Pipeline & Managed Forests	12,984	11,877	11,451	11,014	10,552	9,919
Total	<u>3,142,457</u>	<u>2,988,124</u>	<u>2,838,711</u>	<u>2,687,004</u>	<u>2,513,371</u>	<u>2,324,439</u>
Per capita	\$148,573	\$142,414	\$136,293	\$130,812	\$123,897	\$116,019
Commercial and industrial, as a percentage of taxable assessment	5%	5%	5%	5%	6%	6%
Exempt assessment	\$ 114,611	\$ 110,791	\$ 99,241	\$ 93,708	\$ 91,226	\$ 84,746
TAX ARREARS -per capita	\$40.90	\$48.10	\$69.90	\$57.40	\$70.20	\$72.60
- percentage of current levy	2.80%	3.39%	4.84%	4.16%	5.24%	5.54%
EXPENDITURE -general municipal purposes	\$ 18,591	\$ 17,834	\$ 17,007	\$ 16,102	\$ 15,396	\$ 14,932
TRANSFERS TO THE REGION	\$ 16,394	\$ 15,949	\$ 15,431	\$ 15,016	\$ 14,584	\$ 13,697
TRANSFERS TO THE SCHOOL BOARDS	\$ 7,644	\$ 7,643	\$ 7,502	\$ 7,424	\$ 7,352	\$ 7,139
REVENUE FOR GENERAL MUNICIPAL SERVICES						
Taxation	\$ 7,419	\$ 7,153	\$ 6,950	\$ 6,726	\$ 6,564	\$ 6,217
Payment in lieu of taxes	160	157	153	157	161	165
Government grants	2,137	1,933	2,220	1,706	3,235	6,660
Fees and service charges	4,864	5,066	4,086	3,908	4,026	3,765
Equity income from Kitchener Power Corporation	806	850	823	642	710	702
Other	1,027	4,359	1,350	1,690	1,213	1,618
Total	<u>\$ 16,413</u>	<u>\$ 19,517</u>	<u>\$ 15,582</u>	<u>\$ 14,829</u>	<u>\$ 15,908</u>	<u>\$ 19,127</u>

THE CORPORATION OF THE TOWNSHIP OF WILMOT
SIX-YEAR FINANCIAL REVIEW (UNAUDITED)
(All dollar amounts are in (000's) of dollars, except per capita figures)

	2016	2015	2014	2013	2012	2011
NET LONG TERM LIABILITIES						
General municipal activities	\$0	\$0	\$0	\$60	\$739	\$1,005
- per capita	\$0	\$0	\$0	\$3	\$36	\$50
- percentage of taxable assessment	0.00%	0.00%	0.00%	0.00%	0.03%	0.05%
- Municipal enterprises	Nil	Nil	Nil	Nil	Nil	Nil
CHARGES FOR NET LONG TERM LIABILITIES						
General municipal activities	\$0	\$0	\$60	\$269	\$266	\$261
-per capita	\$0	\$0	\$3	\$13	\$13	\$13
-as a tax rate	\$0.000	\$0.000	\$0.021	\$0.100	\$0.106	\$0.112
ACCUMULATED SURPLUS						
- OPERATING FUND	\$1,677	\$706	\$1,175	\$1,515	\$859	\$251
- TANGIBLE CAPITAL ASSETS	\$143,567	\$146,639	\$101,630	\$104,288	\$107,228	\$108,252
- RESERVES AND RESERVE FUNDS	\$7,210	\$7,168	\$6,110	\$5,103	\$4,449	\$2,552
- KITCHENER POWER CORPORATION	\$16,972	\$16,508	\$15,963	\$15,398	\$15,041	\$14,614
DEFERRED REVENUES	\$1,776	\$1,708	\$3,320	\$2,806	\$2,037	\$2,051



Management Responsibility for Financial Reporting

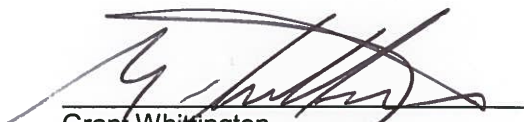
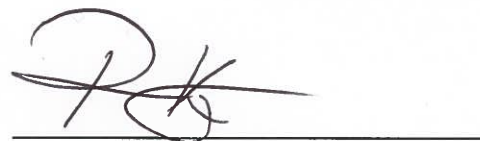
For the Year ended December 31, 2016

The accompanying Financial Statements and all other information contained in this Annual Report are the responsibility of the management of The Corporation of the Township of Wilmot. The preparation of periodic financial statements involves the use of estimates and approximations because the precise determination of financial information frequently depends on future events. These Financial Statements have been prepared by management within the reasonable limits of materiality and within the framework of Canadian generally accepted accounting principles for governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

In carrying out its responsibilities, management maintains appropriate systems of internal and administrative controls designed to provide reasonable assurance that transactions are executed in accordance with proper authorization, that assets are properly accounted for and safeguarded, and that financial information produced is relevant and reliable.

Prior to their submission to Council, the Financial Statements are reviewed and approved by management. In addition, management meets periodically with the Township's external auditors to approve the scope and timing of their respective audits, to review their findings and to satisfy itself that their responsibilities have been properly discharged.

Graham Mathew Professional Corporation, Chartered Professional Accountants, as the Township's appointed external auditors have audited the Financial Statements. The external auditors have full and free access to management and Council. The Independent Auditors' Report is dated April 24, 2017 and appears on the following page. Their opinion is based upon an examination conducted in accordance with Canadian generally accepted auditing standards, performing such tests and other procedures as they consider necessary to obtain reasonable assurance that the Financial Statements are free of material misstatements and present fairly the financial position and results of the operations of the Township in accordance with Canadian public sector accounting standards.


Grant Whittington,
Chief Administrative Officer
Patrick Kelly CPA, CMA
Director of Finance /Treasurer

INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers of
The Corporation of the Township of Wilmot

We have audited the accompanying financial statements of **The Corporation of the Township of Wilmot**, which comprise the statement of financial position as at December 31, 2016, and the statements of operations and accumulated surplus, change in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of **The Corporation of the Township of Wilmot** as at December 31, 2016, and the results of its operations, change in its net financial position and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.



Cambridge, Ontario
April 24, 2017

Chartered Professional Accountants, authorized to practise public
accounting by the Chartered Professional Accountants of Ontario

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Statement of Financial Position

December 31, 2016

	2016	2015
Financial Assets		
Cash	\$ 10,804,063	\$ 9,003,582
Taxes receivable	866,007	1,010,156
Accounts receivable	1,949,004	1,828,116
Investment in Kitchener Power Corp. (note 6)	16,971,930	16,507,759
	30,591,004	28,349,613

Liabilities

Accounts payable and accrued liabilities	2,143,774	1,636,320
Deferred revenue	1,003,504	1,057,526
Deferred revenue - obligatory reserve funds (note 8)	1,775,924	1,707,760
	4,923,202	4,401,606
Net Financial Assets	\$ 25,667,802	\$ 23,948,007

Non-Financial Assets

Tangible capital assets (note 7)	143,566,863	146,639,000
Inventories and supplies	110,745	330,369
Prepaid expenses	80,551	103,897
	143,758,159	147,073,266

Accumulated Surplus (note 12)	\$ 169,425,961	\$ 171,021,273
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See accompanying notes to financial statements.

Approved on behalf of Council

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Statement of Operations and Accumulated Surplus

Year ended December 31, 2016

	2016	2015
Revenues		
Taxation	\$ 7,419,040	\$ 7,152,688
Taxation from other governments	160,154	156,931
User fees and charges	4,696,547	4,713,578
Government transfer		
Canada	8,207	6,753
Ontario	1,372,660	1,230,491
Investment income	354,591	364,055
Interest and penalties on taxes	197,607	215,611
Other	187,094	136,678
	14,395,900	13,976,785
Expenses		
General government	2,401,929	2,184,944
Protection to persons and property	2,228,314	1,979,818
Transportation services	5,787,305	5,719,689
Environmental services	2,236,047	2,308,467
Health services	55,361	46,433
Recreation and cultural services	5,646,469	5,177,417
Planning and development	417,757	417,453
	18,773,182	17,834,221
Net expenses before other income (expense)	(4,377,282)	(3,857,436)
Other income (expense)		
Grants and transfers related to capital		
Deferred revenue earned	458,312	566,766
Grants and transfers - Canada	627,179	566,510
Grants and transfers - Ontario	128,861	128,861
Loss on disposal of tangible capital assets	(131,817)	(77,703)
Change in equity in Kitchener Power Corp.	805,923	850,276
Donations	18,165	24,000
Sale of Publications, Equipment	50,765	34,593
Donated Tangible Capital Assets (note 7)	-	3,393,868
Interest earned on reserve funds	59,791	53,528
	2,017,179	5,540,699
Annual Surplus (Deficit)	(2,360,103)	1,683,263
Accumulated Surplus, beginning of the year	171,021,273	124,903,622
Asset Management Plan Adjustment (note 13)	764,791	44,434,388
Accumulated Surplus, end of the year	\$ 169,425,961	\$ 171,021,273

See accompanying notes to financial statements.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Statement of Change in Net Financial Assets

Year ended December 31, 2016

	2016	2015
Annual Surplus (Deficit)	\$ (2,360,103)	\$ 1,683,263
Amortization of tangible capital assets	6,011,527	5,963,300
Acquisition of tangible capital assets	(2,306,416)	(3,221,606)
Contributed tangible capital assets	-	(3,393,868)
Loss on disposal of tangible capital assets	131,817	77,703
Change in inventories and supplies	219,624	(194,963)
Change in prepaid expenses	23,346	17,235
Increase In Net Financial Assets	1,719,795	931,064
Net Financial Assets, beginning of year	23,948,007	23,016,943
Net Financial Assets, end of year	\$ 25,667,802	\$ 23,948,007

See accompanying notes to financial statements.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Statement of Cash Flows

Year ended December 31, 2016

	2016	2015
Operating activities		
Annual Surplus (Deficit)	\$ (2,360,103)	\$ 1,683,263
Sources (uses)		
Taxes receivable	144,149	444,954
Accounts receivable	(120,888)	(260,582)
Accounts payable and accrued liabilities	507,454	479,273
Deferred revenue	14,142	(554,845)
Inventories and supplies	219,624	(194,963)
Prepaid expenses	23,346	17,235
	(1,572,276)	1,614,335
Non-cash charges to operations		
Amortization	6,011,527	5,963,300
Loss on sale of tangible capital assets	131,817	77,703
	4,571,068	7,655,338
Capital activities		
Acquisition of tangible capital assets	(2,306,416)	(3,221,606)
Contributed tangible capital assets	-	(3,393,868)
	(2,306,416)	(6,615,474)
Investing activities		
Net increase in investments	(464,171)	(519,676)
Net increase in cash	1,800,481	520,188
Cash, beginning of year	9,003,582	8,483,394
Cash, end of year	\$ 10,804,063	\$ 9,003,582

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements

Year ended December 31, 2016

1. Municipal Status

The Corporation of The Township of Wilmot was created on January 1, 1973 when the municipalities of Wilmot and New Hamburg were amalgamated into a single legal entity under the Wilmot name. The Township operates as a lower tier government in the Province of Ontario, Canada. Wilmot provides municipal services such as fire protection, public works, water/sanitary distribution, urban/rural planning, recreation and cultural services, and other general government services. The Township owns 7.75% of Kitchener Power Corporation and its affiliates.

2. Summary of Significant Accounting policies:

The financial statements of the Municipality are the representation of management, prepared in accordance with local government accounting standards established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada.

The following is a summary of the significant accounting policies followed in the preparation of these financial statements:

(a) Basis of Presentation:

(i) Financial Statements:

These statements reflect the financial assets, liabilities, operating revenues and expenses, reserve funds and reserves, changes in investment in tangible capital assets and cash flows and include the activities of all governmental functions controlled and exercised by the Township Council.

All interfund transfers have been eliminated.

(ii) Government Business Enterprises:

The government business enterprise, Kitchener Power Corp., is accounted for on the modified equity basis which reflects the Township's investment in the enterprise and its share of net income (loss) since acquisition. Under the modified equity basis, the enterprise's accounting principles are not adjusted to conform to those of the Township, and inter-organizational transactions and balances are not eliminated.

(iii) Accounting for Region and School Board Transactions:

The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the School Boards and the Regional Municipality of Waterloo, are not reflected in these financial statements.

(iv) Trust Funds:

Trust funds and their related operations administered by the Municipality are not consolidated herein but are reported separately on the "Trust Funds Statement of Financial Position and Statement of Continuity" (see also Note 4).

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

2. Summary of Significant Accounting policies (continued):

(b) Non-Financial Assets

Non-financial assets are not normally available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess revenues over expenses, provides the change in net financial assets for the year.

(i) Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as follows:

Land	not amortized
Land Improvements	15 years
Buildings	40 years
Machinery and Equipment	10 years
Technological Equipment	5 years
Vehicles	10 years
Roads (tar & chip, gravel, paved)	25 years
Bridges	60 years
Water and Wastewater	75 years

Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of Tangible Capital Assets (Donated)

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Interest Capitalization

The Township does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

(iv) Works of art and cultural and historic assets

These assets are not recorded in these financial statements.

(v) Inventories and Prepaid Expenses

Inventories held for consumption are recorded at the lower of cost and replacement cost.

Prepaid expenses relate to expenditures incurred in the current period which relate to and will be expensed in a future fiscal period.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

2. Summary of Significant Accounting policies (continued):

(c) Revenue Recognition

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

Government transfers are recognized as revenues when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs, in the completion of specific work or the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible assets are acquired.

Tax revenue is recognized when it is authorized and in the period for which the tax is levied.

(d) Use of estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. These estimates and assumptions, including taxation assessment appeals, legal claims provisions, the valuation of tangible capital assets and their related useful lives and amortization, are based on management's best information and judgement and may differ significantly from future actual results.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

3. Operations of School Boards and the Region of Waterloo:

Further to note 2(a)(iii), the taxation, other revenues, and requisitions for the School Boards and the Region of Waterloo are comprised of the following:

	School Boards	Region
Taxation and user charges	\$ 7,533,038	\$ 16,285,372
Share of payments in lieu of taxes	110,476	109,056
	7,643,514	16,394,428
Payment	7,643,514	16,394,428
Overlevies (underlevies) end of year	\$ -	\$ -

4. Trust Funds:

Further to note 2(a)(iv), trust fund assets administered by the Township amounting to \$587,771 (2015 - \$550,774) have not been included in the Statement of Financial Position nor have their operations been included in the Statement of Operations and Accumulated Surplus.

5. Ontario Municipal Employees' Retirement Fund:

The Township makes matching contributions on behalf of its staff to the Ontario Municipal Employees' Retirement Fund (OMERS), which is a multi-employer plan. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service, age and rates of pay.

Employee contributions in 2016 were at rates ranging from 9.0% to 14.6% based on member earnings and were matched by the Township on a dollar for dollar basis. The amount contributed to OMERS by the Township for 2016 was \$422,000 (2015 - \$407,925) for current service and is included as an expense on the statement of operations and accumulated surplus.

The OMERS pension plan has a deficit. The last available report for the OMERS plan was on December 31, 2016. At that time the plan reported a \$6.3 billion actuarial deficit (2015 - \$7.5 billion), based on actuarial liabilities of \$91.7 billion (2015 - \$84.8 billion) and actuarial assets of \$85.4 billion (2015 - \$77.3 billion). If actuarial surpluses are not available to offset the existing deficit and subsidize future contributions, increases in contributions will be required in the future. There were no changes to contribution rates or benefits for 2016.

The Township does not participate in any past service provisions of the OMERS agreement.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

6. Investment in Kitchener Power Corp.:

Under the provincial government's Electricity Competition Act (Bill 35), Kitchener Power Corp., a holding company, along with its wholly-owned affiliates, Kitchener-Wilmot Hydro Inc., and Kitchener Energy Services Inc. was incorporated on July 1, 2004.

The Township holds 7.75% of the common shares of Kitchener Power Corp. and a 7.75% share in long-term notes payable by subsidiaries and investees of Kitchener Power Corp.

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

	2016	2015
Kitchener Power Corp. common shares, initial valuation	\$ 5,113,962	\$ 5,113,962
Kitchener-Wilmot Hydro Inc. long-term notes receivable	5,964,566	5,964,566
	11,078,528	11,078,528
Accumulated equity increase, beginning of year	5,429,231	4,909,555
	16,507,759	15,988,083
Share of net income for year	805,923	850,276
Dividends received in year	(341,752)	(330,600)
Cost of investment	\$ 16,971,930	\$ 16,507,759

The Kitchener-Wilmot Hydro Inc. notes bear interest at the annual rate of 6.0%, and are unsecured.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

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

The following table provides condensed financial information in respect of Kitchener Power Corp.:

	2016	2015
	(in thousands)	(in thousands)
Current assets	\$ 75,614	\$ 74,721
Long-term assets	230,045	213,840
Total assets	\$ 305,659	\$ 288,561
Current liabilities	39,059	38,904
Long-term liabilities	114,250	106,708
Total liabilities	153,309	145,612
Net assets	\$ 152,350	\$ 142,949

	2016	2015
	(in thousands)	(in thousands)
Results of operations:		
Revenues	\$ 277,930	\$ 250,525
Operating expenses	(267,531)	(239,554)
Net income	\$ 10,399	\$ 10,971
Township's share of net income - 7.75%	\$ 806	\$ 850

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

7. Tangible Capital Assets

	Cost	Accumulated Amortization	Net Book Value 2016	Net Book Value 2015
Land	\$ 10,320,181	\$ -	\$ 10,320,181	\$ 10,320,181
Land Improvements	3,780,158	1,710,047	2,070,111	2,119,604
Buildings	34,317,163	9,903,466	24,413,697	24,913,351
Machinery & Equipment	3,181,730	2,003,905	1,177,825	788,541
Vehicles	5,893,042	4,012,465	1,880,577	1,735,923
Infrastructure (Note 13)	172,881,770	70,547,765	102,334,005	105,178,544
	230,374,044	88,177,648	142,196,396	145,056,144
Assets under Construction	1,370,467	-	1,370,467	1,582,856
Total	\$ 231,744,511	\$88,177,648	\$143,566,863	\$146,639,000

There were no tangible capital assets contributed to the Township in 2016. Donated land and other tangible capital assets are capitalized at their fair market value at the time of receipt and included in income as "donated tangible capital assets".

Amortization expense for the year amounts to \$6,011,527 (\$5,963,300 in 2015).

8. Deferred revenue - obligatory reserve funds:

A requirement of PSAB is that obligatory reserve funds be reported as deferred revenue. This requirement is in place as provincial legislation restricts how these funds may be used and under certain circumstances these funds may possibly be refunded.

(a) The balances in the obligatory reserve funds of the Township are summarized as follows:

	2016	2015
Recreational parkland (The Planning Act)	\$ 1,330,930	\$ 1,319,072
Development charges and sub-dividers contributions	1,148,416	884,058
Federal Gas Tax	42,225	14,283
Building Department (Bill 124)	(745,647)	(509,653)
	\$ 1,775,924	\$ 1,707,760

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

8. Deferred revenue - obligatory reserve funds (continued)

(b) Continuity schedule:

	2016	2015
Revenue		
Development charges and user fees	\$ 477,909	\$ 402,893
Federal Gas Tax funding	584,440	556,610
Investment income	20,739	20,923
	1,083,088	980,426
Deferred revenue recognized	(1,014,924)	(1,133,276)
Change in deferred revenue	68,164	(152,850)
Deferred revenue, beginning of year	1,707,760	1,860,610
Deferred revenue, end of year	\$ 1,775,924	\$ 1,707,760

9. Net long-term liabilities:

(a) The balance of net long-term liabilities reported on the statement of financial position is made up of the following:

	2016	2015
The municipality has assumed responsibility for the payment of principal and interest charges on certain long-term liabilities issued by the Region of Waterloo. At the end of the year, the outstanding principal amount of this liability is	\$ 1,230,321	\$1,324,520
Of the long-term liabilities shown above, the responsibility for payment of principal and interest charges that has been assumed by individuals amounts to	(1,230,321)	(1,324,520)
Net long-term liabilities at end of year	\$ nil	\$ nil

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

9. Net long-term liabilities (continued):

(b) Of the long-term liabilities reported in (a) of this note, future principal payments are summarized as follows:

	2017 to 2021	2022 and thereafter	Total
From benefiting landowners	\$ 543,353	\$ 686,968	\$ 1,230,321

(c) The Township is contingently liable for the long-term liability with respect to tile drainage loans and the water system indebtedness. The total amount of this contingent liability outstanding at December 31, 2016 is \$1,230,321 (2015 - \$1,324,520).

10. Self Insurance Coverage:

The Township has an agreement with members of the Waterloo Region Municipalities Insurance Pool to purchase property damage and public liability insurance on a group basis and share a retained level of risk. The members pay an annual levy to fund insurance coverage, losses, and contribute to a surplus. The pool has purchased insurance to fund losses above a pre-determined deductible and any losses above a pre-determined total in any year.

The Township is self-insured for public liability claims up to \$10,000 (2015 - \$10,000) for any individual claim and \$10,000 (2015 - \$10,000) for any number of claims arising out of a single occurrence. Outside coverage is in place for claims in excess of these limits.

During the year, claims amounting to \$41,935 (2015 - \$25,203) were settled and insurance premiums of \$246,687 (2015 - \$249,750) were paid. Both amounts are reported as an expenditure on the Statement of Operations and Accumulated Surplus.

The Township is from time to time, involved in legal suits of varying dollar amounts for which no provision for possible liability has been recorded in these financial statements. In the event the Township is found liable, any amounts not recoverable from Township's insurers will be adjusted against future revenues.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

11. Other explanatory notes

(a) Expenditures by object

The following is a summary of the operating expenditures on the statement of financial activities by the object of expenditure:

	2016	2015
Salaries, wages and employee benefits	\$ 7,306,913	\$ 6,966,309
Materials	4,803,509	4,609,168
Amortization	6,011,527	5,963,300
Contracted services	578,876	168,177
External transfers	72,357	127,267
	<u>\$ 18,773,182</u>	<u>17,834,221</u>

(b) Budget Figures

Council has approved operating budgets for 2016 that included funding contributions for Capital Projects and various Reserves, the costs for which may be carried over one or more years. In addition, the approved budgets have excluded certain costs such as amortization expenses. These costs have now been included in the actual expenses under PSAB generally accepted accounting principles.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

11. Other explanatory notes (continued)

	Budget 2016	Actual 2016	Actual 2015
Revenues			
Mayor and Council	\$ -	\$ -	\$ -
Office of the CAO	90,110	83,330	80,278
Financial Services	324,330	313,477	332,767
Program Support	9,439,830	9,437,925	9,024,674
Fire Services	33,960	17,935	40,587
Transportation and Public Works	91,800	130,192	134,699
Environmental Services	4,724,570	4,903,607	4,531,547
Health Services	71,900	70,299	74,929
Recreation and Cultural Services	1,574,400	1,597,878	1,562,555
Planning Services	648,000	430,140	498,401
Total revenues	\$ 16,998,900	\$ 16,984,783	\$ 16,280,437
Expenses			
Mayor and Council	\$ 137,660	\$ 134,785	\$ 138,560
Office of the CAO	502,810	512,964	500,350
Financial Services	603,850	606,685	571,708
Program Support	2,975,250	2,729,834	2,798,479
Fire Services	1,118,960	1,282,614	1,133,482
Transportation and Public Works	1,819,960	1,853,233	1,854,884
Environmental Services	4,724,570	4,903,607	4,531,548
Health Services	71,900	70,299	74,928
Recreation and Cultural Services	4,290,650	4,329,810	4,093,118
Planning Services	753,290	560,952	583,380
Total expenses	\$ 16,998,900	\$ 16,984,783	\$ 16,280,437
Annual Surplus	\$ -	\$ -	\$ -

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

11. Other explanatory notes (continued)

(b) Budget Figures (continued)

Pursuant to regulation 284 of the Municipal Act, the Township has provided below a reconciliation of the Council approved budget to the PSAB required format:

	2016	2015
Annual Surplus (Deficit) under PSAB	\$ (2,360,103)	\$ 1,683,263
Less:		
Grants and transfer related to capital	1,678,847	1,547,988
Deferred Revenue, net change	41,512	(152,850)
Contribution from Developers	224,538	375,055
Tangible capital assets additions	2,306,416	3,221,606
Contributed tangible capital assets	-	3,393,868
Increase in Government Business Enterprises	464,171	519,676
	4,715,484	8,905,343
Add:		
Amortization	6,011,527	5,963,300
Capital expenses	932,243	1,181,077
Loss on disposal of capital assets	131,817	77,703
	7,075,587	7,222,080
Budget Surplus, Council approved	\$ -	\$ -

(c) Comparative figures

Certain comparative figures were restated in order to conform with those for the current year.

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

12. Accumulated surplus

	2016	2015
Reserve and Reserve Funds		
Baden West Noise Wall	69,359	68,741
Cemetery - Operations	(34,850)	(28,164)
Elections	27,112	13,228
Hamilton Road Noise Wall	137,219	135,996
Heritage Lighting	5,579	5,530
Heritage Wilmot	1,202	1,191
Information Technology Reserve Fund	862	4,658
Infrastructure Reserve - Equipment	604,665	927,122
Infrastructure Reserve - Facilities	910,013	1,086,519
Infrastructure Reserve - Roads	1,074,179	1,313,316
Self-Insurance Reserve Fund	20,000	20,000
Street Lighting	(151,709)	48,091
Wastewater	1,712,955	1,312,195
Water	2,089,445	1,523,382
Water Meter Replacement	219,411	247,356
Winter Maintenance	140,946	105,713
Working Funds	383,388	383,388
Total Reserves and Reserve Funds	7,209,776	7,168,264
Surplus		
Invested in tangible capital assets	143,566,863	146,639,000
Operating Fund	18,649,322	17,214,009
Total Surplus	162,216,185	163,853,009
Accumulated Surplus	\$ 169,425,961	\$ 171,021,273

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Financial Statements, continued

Year ended December 31, 2016

13. Asset Management Plan Adjustment

In accordance with the Ministry of Infrastructure "Building Together" guide, the Township completed an Asset Management Plan (AMP) which was a first step in establishing an overall infrastructure strategy.

As a result of this study, certain infrastructure tangible capital assets were revalued to match AMP data resulting in an increase in tangible capital assets as follows:

	2016	2015
Cost	\$ 2,856,426	\$ 49,140,378
Accumulated amortization	2,091,635	4,705,990
	\$ 764,791	\$ 44,434,388

The impact of this adjustment in 2016 was an increase in accumulated surplus of \$764,791 (2015 - \$44,434,388).

Amortization for future years will increase as a result of this restatement of the net book value of the infrastructure tangible capital assets. The impact for 2016 was an increase in amortization amounting to approximately \$214,000 (2015 - \$1,135,000).

Trust Funds Financial Statements of

**THE CORPORATION OF THE
TOWNSHIP OF WILMOT**

Year ended December 31, 2016

INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers of
The Corporation of the Township of Wilmot

We have audited the accompanying financial statements of the **Trust Funds of The Corporation of the Township of Wilmot**, which comprise the statement of financial position as at December 31, 2016, and the statement of continuity for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the **Trust Funds of The Corporation of the Township of Wilmot** as at December 31, 2016, and the continuity of Trust Funds for the year then ended in accordance with Canadian public sector accounting standards.



Cambridge, Ontario
April 24, 2017

Chartered Professional Accountants, authorized to practise public
accounting by the Chartered Professional Accountants of Ontario

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Trust Funds Statement of Continuity

Year ended December 31, 2016

	Riverside Cemetery	Castle Kilbride	WRC Youth Ctr	WRC Adult Ctr	Baden Comm Ctr	Financial Assistance	Fairmont Cemetery	Festival of Lights	Wilmot Fire Service	ND Park Improvement	Kropf/Baden Cemetery	Trail System	Foundry Street Parkette	Wilmot Splash Pad	TOTALS	
															2016	2015
Opening Balance	317,111	32,296	7,537	4,063	18,312	8,785	35,043	2,180	900	2,534	157	42,308	5	79,543	550,774	481,193
Receipts:																
Donations		1,874	12,500	12,500			100		50				11,076		38,100	27,505
Care & Maintenance	14,303														14,303	11,188
Transfer from Revenue Fund						725									725	79,543
Investment Income	3,452	349	176	139	197	94	374	24	10	10		456	(4)	854	6,131	5,572
	17,755	2,223	12,676	12,639	197	819	474	24	60	10	-	456	11,072	854	59,259	123,808
Expenditures:																
Transfer to Revenue Fund	3,452	3,515								2,544	157		11,077	1,051	21,796	53,299
Transfer to Others						58	408								466	928
	3,452	3,515	-	-	-	58	408	-	-	2,544	157	-	11,077	1,051	22,262	54,227
Ending Balance	331,414	31,004	20,213	16,702	18,509	9,546	35,109	2,204	960	-	-	42,764	-	79,346	587,771	550,774

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Trust Funds Statement of Financial Position

December 31, 2016

	Riverside Cemetery	Castle Kilbride	WRC Youth Ctr	WRC Adult Ctr	Baden Comm Ctr	Financial Assistance	Fairmont Cemetery	Festival of Lights	Wilmot Fire Service	Trail System	Wilmot Splash Pad	TOTALS	
												2016	2015
Assets													
Cash	331,414	31,004	20,213	16,702	18,509	9,546	35,109	2,204	960	42,764	79,346	587,771	\$ 550,774
	331,414	31,004	20,213	16,702	18,509	9,546	35,109	2,204	960	42,764	79,346	\$ 587,771	\$ 550,774
Liabilities and Fund Balances													
Fund Balance	331,414	31,004	20,213	16,702	18,509	9,546	35,109	2,204	960	42,764	79,346	587,771	550,774
	331,414	31,004	20,213	16,702	18,509	9,546	35,109	2,204	960	42,764	79,346	\$ 587,771	\$ 550,774

See accompanying notes to financial statements

THE CORPORATION OF THE TOWNSHIP OF WILMOT

Notes to Trust Funds Financial Statements

Year ended December 31, 2016

1. Accounting Policies

The financial statements of The Trust Funds of the Corporation of the Township of Wilmot are the representation of management prepared in accordance with Canadian generally accepted accounting principles as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

(a) Basis of Accounting

Donation receipts are reported on the cash basis of accounting. Investment income is reported on the accrual basis of accounting.

Expenditures, including transfers to the operating fund, are reported on the cash basis of accounting.

(b) Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. These estimates and assumptions are based on management's best information and judgement and may differ significantly from future actual results.

2. Fund Activity

During the year, the NH Fire Brigade and ND Fire Brigade Trust Funds were consolidated into the Wilmot Fire Service Trust Fund; while the ND Park Improvement, Kropf/Baden Cemetery and Foundry Street Parkette Trust Funds were dissolved. These items were each approved by Council under By-Law 2016-44.



Township of Wilmot **REPORT**

REPORT NO. CL 2017-14

TO: Council

PREPARED BY: Derek Wallace, Senior Municipal Law Enforcement Officer

DATE: April 24, 2017

SUBJECT: By-law Enforcement
Quarterly Activity Report
January to March, 2017

RECOMMENDATION:

That the Enforcement Activity Report for January 1st to March 31st, 2017 be received for information purposes.

BACKGROUND:

Type of Call	Jan. to March 2016	Jan. to March 2017
- Property Standards and Clean Yard	6	2
- Traffic	25	18
- Animal Control Complaints	20	20
- Noise Complaints	7	5
- Fire Complaints	3	1
- Ice and Snow Complaints	29	45
- Graffiti	1	0
- Livestock Evaluation	0	0
- Signs	2	4
- General Inquiries	55	48
- Zoning	0	0
- Dumping	1	5
-		

Breakdown of Activities:

Property Standards and Clean Yard:

- 2 properties were investigated by the Township
- 2 have complied under the by-law

Parking:

- 100 warnings were issued – majority related to fire route violations at Waterloo Oxford District High School
- 200 parking tickets were issued, majority for on street overnight parking between 2:30 am and 6.00 am

Animal Control:

- 3 dog were impounded;
- 1 charge 1 for dog running at large, 8 charges for other related animal control issues

Noise:

- 5 complaints investigated and appropriate warnings have been issued
- no tickets issued

Fire:

- 1 complaint of illegal burn – no charges issued

Ice/Snow:

- 45 complaints investigated
- 36 complied
- 9 cleaned by the Township

Signs:

- 4 complaints received, signs removed by bylaw officer
- ongoing monitoring of signs not in compliance under the bylaw

Zoning:

- no zoning complaints received

Derek Wallace
Senior Municipal By-Law Enforcement Officer

Barbara McLeod
Director of Clerk's Services

Grant Whittington
Reviewed by CAO



Township of Wilmot *REPORT*

REPORT NO. PW-2017-07

TO: Council

PREPARED BY: Gary Charbonneau, Director of Public Works

DATE: April 24, 2017

SUBJECT: King Street Reconstruction

Recommendation:

That the tender submitted by Sierra Infrastructure Inc. for the reconstruction of King Street in New Hamburg in the amount of \$483,701.95, plus HST, be accepted.

Background:

In 2015 Council approved hiring GM BluePlan Engineering Limited to provide engineering services associated with the reconstruction of King Street in New Hamburg. A Public Information Centre was held on April 28, 2016 at the Township Administration Complex.

Improvements include converting the road to an urban cross-section complete with new watermain and storm sewer systems, granular road base, asphalt surface, sidewalk and concrete curb and gutter. The final lift of asphalt will be placed in 2018.

Discussion:

We received tenders for the reconstruction of King Street in New Hamburg and the results (plus HST), are as follows:

Sierra Infrastructure Inc., Woodstock	\$483,701.95
Oxford Civil Group Inc., Woodstock	\$515,540.06
Steed and Evans Limited, St. Jacobs	\$520,526.80

GM BluePlan has reviewed the tenders which were submitted they are recommending that Sierra Infrastructure Inc. be awarded the contract to reconstruct King Street in New Hamburg for the price of \$483,701.95, plus HST.

The reconstruction works are tentatively scheduled to be completed this summer.

Strategic Plan Conformity:

Maintaining our infrastructure ensures a prosperous economy for our municipality.

Financial Considerations:

The low tender submitted by Sierra Infrastructure Inc. exceeds the 2017 capital budget estimate for this project.

During the course of the year we receive many competitive quotations, proposals and/or tenders that are under or over budgeted amounts. The additional costs associated with this project will be reconciled with the overall capital expenditure statement at year-end.

The approved 2017 Budget provides funding of \$365,000 for the reconstruction of King Street as follows:

General Levy	\$200,000
Infrastructure Reserve Fund - Transportation	\$ 80,000
Clean Water and Wastewater Fund	\$ 56,380
Infrastructure Reserve Fund	<u>\$ 28,620</u>
TOTAL	\$365,000

Conclusion:

That the tender submitted by Sierra Infrastructure Inc. be approved by Council.

Gary Charbonneau
Director of Public Works

Grant Whittington
Reviewed by CAO



Township of Wilmot REPORT

REPORT NO.: PW-2017-08

TO: Council

PREPARED BY: Gary Charbonneau, Director of Public Works

DATE: April 24, 2017

SUBJECT: Public Works Activity Report
January - March

Recommendation:

That the Public Works Department Activity Reports for the months of January, February and March 2017 be received for information.

Background:

N/A

Discussion:

The attached summaries highlight the activities of the Public Works Department for the first quarter of 2017.

Strategic Plan Conformity:

Communicating municipal matters.

Financial Considerations:

N/A

Conclusion:

That report PW 2017-08 be received for information.

Gary Charbonneau
Director of Public Works

Grant Whittington
Reviewed by CAO

**Township of Wilmot
Utilities Manager Report
January 1 to January 31, 2017**

Water Main Breaks/Excavations

- Webster Street – Water main break
- Wilmot Street – Water main break
- King Street – water main break
- Forrest Ave – service leak, replace service

Locates:

- 32 individual/project locates

Meter – New/Old Installations:

- 116 installations/inspections/change outs

Water Quality Issues

- None

General

- Chlorine residual monitoring
- Bacti sampling - weekly
- Final Reads
- Water meter repairs/Replacements/Inspections
- High consumption complaints/Investigation
- Plumbing sound outs - high consumption complaints
- Meter reading
- Monthly dead end water main flushing
- Pressure related complaints
- Valve box repairs

Sanitary Main/Lateral Blockages/Investigation/Maintenance

- None

Lift Stations

#1 - Lift station - Waterloo Street

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

#2 - Lift station - Milton Street

- Regular checks and monthly maintenance
- High level events

#3 - Lift station - Marvin Street

- Regular checks and monthly maintenance

#4 - Lift station - Charlotta Street

- Regular checks and monthly maintenance

#5 - Lift station - Milne Drive

- Regular checks and monthly maintenance

Building & Grounds

- Regular cleaning and maintenance

Fleet

- Regular maintenance/oil changes
- Safety inspections and repairs

Snow Operations

- Sidewalk plowing and salting

**Township of Wilmot
Utilities Manager Report
February 1 to February 28, 2017**

Water Main Breaks/Excavations

- 68 Riverside Drive – vac dug and replaced service box and rod
- 132 Hinks Street - vac dug and replaced service box and rod
- 148 Hinks Street - vac dug and replaced service box and rod

Locates:

- 10 individual/project locates

Meter – New/Old Installations:

- 47 installations/inspections/change outs

Water Quality Issues

- None

General

- Chlorine residual monitoring
- Bacti sampling - weekly
- Final Reads
- Water meter repairs/Replacements/Inspections
- High consumption complaints/Investigation
- Plumbing sound outs – high consumption complaints
- Meter reading
- Dead end water main flushing
- Pressure related complaints
- Valve box repairs

Sanitary Main/Lateral Blockages/Investigation/Maintenance

- 75 Nithview Crt – Blocked lateral

Lift Stations

#1 – Lift station - Waterloo Street

- Regular checks and monthly maintenance

#2 – Lift station – Milton Street

- Regular checks and monthly maintenance
- High level event

#3 – Lift station – Marvin Street

- Regular checks and monthly maintenance

#4 – Lift station – Charlotta Street

- Regular checks and monthly maintenance

#5 – Lift station – Milne Drive

- Regular checks and monthly maintenance
- Main blockage in inlet to wet well

Building & Grounds

- Regular cleaning and maintenance

Fleet

- Regular maintenance/oil changes
- Safety inspections and repairs

Snow Operations

- Sidewalk plowing and salting

**Township of Wilmot
Utilities Manager Report
March 1 to March 31, 2017**

Water Main Breaks/Excavations

- 115 Foundry Street – Day lighted and replaced service box and rod
- 283 Maurice Street - Day lighted and replaced service box and rod

Locates:

- 61 individual/project locates

Meter – New/Old Installations:

- 27 installations/inspections/change outs

Water Quality Issues

- None

General

- Chlorine residual monitoring
- Bacti sampling – weekly
- Lead Sampling – bi annual
- Final Reads
- Water meter repairs/Replacements/Inspections
- High consumption complaints/Investigation
- Plumbing sound outs – high consumption complaints
- Meter reading
- Dead end water main flushing
- Pressure related complaints
- Valve box repairs

Sanitary Main/Lateral Blockages/Investigation/Maintenance

- None

Lift Stations

#1 – Lift station - Waterloo Street

- Regular checks and monthly maintenance
- Scada CPU replaced

#2 – Lift station – Milton Street

- Regular checks and monthly maintenance
- High level events
- Scada CPU replaced

#3 – Lift station – Marvin Street

- Regular checks and monthly maintenance
- Scada CPU replaced

#4 – Lift station – Charlotta Street

- Regular checks and monthly maintenance
- Scada CPU replaced

#5 – Lift station – Milne Drive

- Regular checks and monthly maintenance

Building & Grounds

- Regular cleaning and maintenance

Fleet

- Regular maintenance/oil changes
- Safety inspections and repairs

Snow Operations

- Sidewalk plowing and salting

Road Dept. Report

January 2017

Structures

- No report.

Roadside

- Placed gravel on shoulder of a section of Wilmot Easthope Rd washed away from heavy rain.

Drainage

- No report.

Loose top

- No report.

Hardtop

- Cold patching potholes generated from road patrol work orders.

Gravel Pit

- No report.

Winter Control

- 17 days of plowing and/or applying salt to the roads.
- The gravel roads were ice bladed 3 times this month.
- Hauled snow away from corner of Isaac Shantz Drive and Ditner Avenue in Baden.
- Removed a thick accumulation of ice on Good Street and Maurice Street that was caused by ground water spilling out of hydro vaults.
- Cleaned up sod left on the edge of roads from snow plowing operations.

Safety

- Weekly road patrol.
- Repaired stop signs and street name signs in New Hamburg.
- Checked signs on the rural roads and corrected any bent or broken ones from snow plowing.

Vehicles and Equipment

- New plow frame needed for Truck #3 after the truck hit a manhole that the frost had heaved \$3,621.39
- Annual safety check on stake truck.
- Completed various equipment repairs.

Building and Grounds

- Weekly cleaning of shop.

Road Dept. Report

February 2017

Structures

- No report.

Roadside

- Picked up various materials that were dumped on the roadside.

Drainage

- No report.

Loose top

- No report.

Hardtop

- Cold patched a large number of potholes as the frost is coming out of the road base.

Winter Control

- 16 days of plowing and/or applying material on hard surfaced roads.
- Ice bladed gravel roads.

Gravel pit

No report.

Safety Devices

- Weekly road patrol. Average time is 6 hours every Wednesday.

Vehicles and Equipment

- Repairs needed to plow trucks

Building and Grounds

- No report.

Road Dept. Report

March 2017

Structures

- No report.

Roadside

- Cleaned up roadside dumping on Wilby Road
- Cut dead trees on the rural roads.

Drainage

- Cleaned leaves off catch basins on town streets as needed.
- Replaced a rusted steel road crossing culvert on Berlett's Road west of Sandhills Road.

Loose top

- No report.

Hardtop

- Cold patched potholes.

Winter Control

- Nine days of plowing and salting roads.

Gravel Pit

- No report.

Safety

- Propane handling course conducted by a certified trainer for roads staff. Needed every three years.
- Weekly road patrol.

Vehicles and Equipment

- New single axle and tandem ordered in 2016 delivered to works yard.

Building and Grounds

- Weekly cleaning of shop.



Township of Wilmot **REPORT**

REPORT NO. FD 2017-04

TO: Council

PREPARED BY: Brad Otterbein, Acting Fire Chief
Patrick Kelly, Director of Finance

DATE: April 24, 2017

SUBJECT: Diesel Exhaust Removal System Station 3 – New Hamburg

Recommendation:

That Air Technology Solutions Canada Inc. be awarded the contract to design, supply and install a permanent Diesel Exhaust Removal System at Wilmot Fire Station 3 – New Hamburg in the amount of \$33,067.00, plus applicable taxes.

Background:

The design, supply and installation of a permanent diesel exhaust removal system located at Wilmot Fire Station 3, 121 Huron Street, was approved by Council as part of the 2017 budget process. This is the third and final phase of a 3-year initiative to effectively remove exhaust from each of Wilmot's fire stations.

Discussion:

The Township issued a formal RFP for the design, supply and installation of a permanent diesel exhaust removal system at Station 3 – New Hamburg. The objective is to have all works completed by the December of 2017.

The bidders were required to provide a comprehensive proposal which, included the design, supply and installation of a diesel exhaust extraction system.

An internal selection committee, consisting of Fire Management Team and Finance staff, reviewed and evaluated the lone proposal submitted (Air Technologies Solutions Canada Inc.), and confirmed their proposal met the requirements for this bid.

In 2016, the same contractor successfully completed the design, supply and installation of the same system at Station 1 – Baden.

The selection committee is unanimously recommending that Air Technology Solutions Canada Inc. be authorized to undertake the project.

The proposed AirMATION system meets the Ministry of Labour Section 21 guidelines and unlike other products, the AirMATION system does not require direct hook-up hoses to fire apparatus. The ceiling mounted air cleaning systems operate automatically capturing diesel fumes, gases and other exhaust contaminants from fire apparatus.

Strategic Plan Conformity:

This report is aligned with the Township's Strategic Plan values on health and wellbeing and the Township goal of ensuring people's safety.

Financial Considerations:

The proposal from Air Technology is \$33,067.00 plus applicable taxes. The total cost, net of the HST rebate totals \$33,648.98.

The approved 2017 Capital Budget includes \$36,000.00 for the design and installation of a diesel exhaust removal system at Station 3 in New Hamburg.

Conclusion:

Upon approval from Council, Fire Services will issue a purchase order to the successful bidder and target commencement of on-site works in the summer 2017.

Brad Otterbein

Acting Fire Chief

Reviewed by Grant Whittington

Chief Administrative Officer

Patrick Kelly CPA, CMA

Director of Finance



Township of Wilmot **REPORT**

REPORT NO. FD 2017-05

TO: Council

PREPARED BY: Brad Otterbein, Acting Fire Chief

DATE: April 24, 2017

SUBJECT: Quarterly Activity Report

Recommendation:

That the Fire Department Activity Report for the first quarter of 2017 be received for information purposes.

Background:

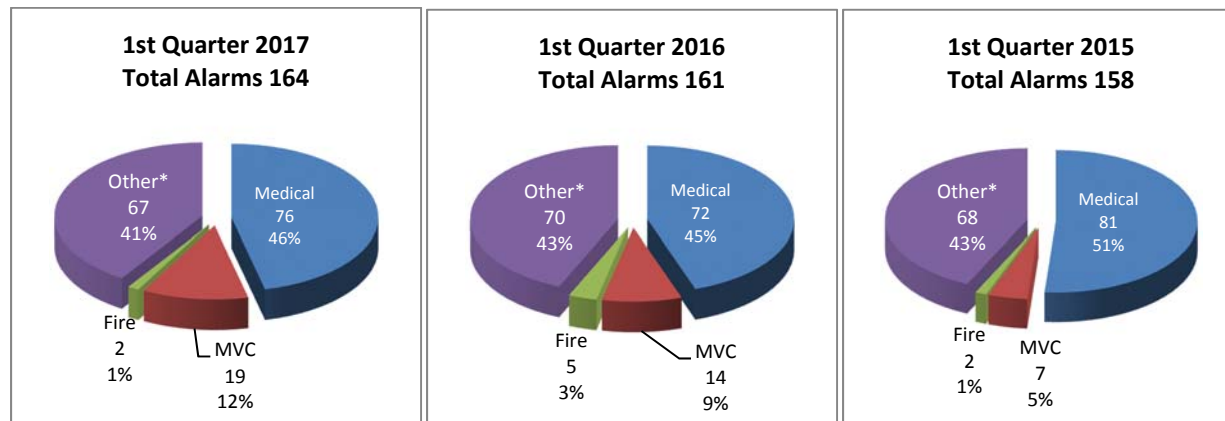
Not applicable.

Discussion:

The attached information shows our fire alarm activities for the three stations, as well as the activities from the Public Education/Training Officer.

In total during this period, the Fire Department responded to a total of 164 alarms. For the same period in 2016, the number was 161 and 158 in 2015 respectively.

First Quarter Alarm Stats Comparison



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

Strategic Plan Conformity:

Communicating municipal matters.

Financial Considerations:

Not applicable.

Conclusion:

That the report be received for information.

Brad Otterbein
Acting Fire Chief

Grant Whittington
Reviewed by CAO



Township of Wilmot Fire Department

Acting Fire Chief: Brad Otterbein

60 Snyder's Road West, Baden N3A 1A1

1st Quarter Alarm Stats Comparison - Baden Station

Response Type

	2017	2016	2015
1 Fire	1	3	0
24 Other Cooking/toasting/smoke/steam (no fire)	1	0	1
29 Other pre fire conditions (no fire)	0	1	0
31 Alarm System Equipment - Malfunction	2	10	1
32 Alarm System Equipment - Accidental activation	3	0	1
33 Human - Malicious intent, prank	0	0	1
34 Human - Perceived Emergency	0	0	2
35 Human - Accidental (alarm accidentally activated by person)	3	0	0
37 CO false alarm - perceived emergency (no CO present)	0	1	0
38 CO false alarm - equipment malfunction (no CO present)	1	3	2
39 Other False Fire Call	0	0	1
44 Gas Leak - Miscellaneous	1	0	0
45 Spill - Gasoline or Fuel	1	0	0
50 Power Lines Down, Arcing	1	1	0
53 CO incident, CO present (exc false alarms)	1	0	1
58 Public Hazard call false alarm	0	1	1
62 Vehicle Collision	12	10	4
64 Commercial/Industrial Accident	0	1	0
701 Oxygen administered	11	7	16
702 CPR administered	0	0	2
71 Asphyxia, Respiratory Condition	1	1	0
73 Seizure	0	0	2
76 Chest pains or suspected heart attack	0	2	0
84 Medical Aid Not Required on Arrival	3	2	1
85 Vital signs absent, DOA	0	1	0
88 Accident or illness related - cuts, fractures, person fainted, etc.	2	0	2
89 Other Medical/Resuscitator Call	1	2	4
898 Medical/resuscitator call no action required	1	2	0
913 Assisting Other FD: Other	0	3	1
93 Assistance to Other Agencies (exc 921 and 922)	1	2	2
94 Other Public Service	0	1	1
96 Call cancelled on route	9	3	4
97 Incident not found	0	1	1
98 Assistance nor required by other agency	13	9	9
99 Other Response	1	0	0

Total Number of Responses

2017	2016	2015
70	67	60



Township of Wilmot Fire Department

Acting Fire Chief: Brad Otterbein

60 Snyder's Road West, Baden N3A 1A1

1st Quarter Alarm Stats Comparison - New Dundee Station

Response Type

of Incidents

	2017	2016	2015
1 Fire	0	1	2
24 Other Cooking/toasting/smoke/steam (no fire)	0	1	0
29 Other pre fire conditions (no fire)	1	0	0
31 Alarm System Equipment - Malfunction	1	1	2
32 Alarm System Equipment - Accidental activation (exc. code 35)	1	0	0
34 Human - Perceived Emergency	0	0	1
37 CO false alarm - perceived emergency (no CO present)	0	1	1
38 CO false alarm - equipment malfunction (no CO present)	3	1	0
50 Power Lines Down, Arcing	1	0	0
53 CO incident, CO present	0	0	1
59 Other Public Hazard	0	1	0
62 Vehicle Collision	1	0	0
701 Oxygen administered	4	3	4
71 Asphyxia, Respiratory Condition	0	1	0
73 Seizure	1	0	4
76 Chest pains or suspected heart attack	1	0	0
85 Vital signs absent, DOA	1	0	0
88 Accident or illness related - cuts, fractures, person fainted, etc.	1	0	0
89 Other Medical/Resuscitator Call	1	0	0
898 Medical/resuscitator call no action required	2	0	0
910 Assisting Other FD: Mutual Aid	1	0	0
913 Assisting Other FD: Other	1	0	0
96 Call cancelled on route	1	0	1
98 Assistance not required by other agency	2	2	2

Total Number of Responses

2017	2016	2015
24	12	18



Township of Wilmot Fire Department

Acting Fire Chief: Brad Otterbein

60 Snyder's Road West, Baden N3A 1A1

1st Quarter Alarm Stats Comparison - New Hamburg Station

Response Type	# of Incidents		
	2017	2016	2015
1 Fire	1	1	0
3 No Loss Outdoor Fire	1	1	0
21 Overheat (no fire)	0	0	2
24 Other Cooking/toasting/smoke/steam (no fire)	1	2	0
31 Alarm System Equipment - Malfunction	1	1	4
32 Alarm System Equipment - Accidental activation (exc. code 35)	1	0	0
34 Human - Perceived Emergency	1	1	0
35 Human - Accidental (alarm accidentally activated by person)	0	1	1
37 CO false alarm - perceived emergency (no CO present)	0	0	1
38 CO false alarm - equipment malfunction (no CO present)	2	3	1
41 Gas Leak - Natural Gas	0	2	0
53 CO Incident, CO present (exc false alarms)	0	0	1
57 Public Hazard no action taken	0	1	0
59 Other Public Hazard	1	0	1
61 Vehicle Extrication	0	0	1
62 Vehicle Collision	6	4	2
701 Oxygen administered	23	26	24
71 Asphyxia, Respiratory Condition	0	6	2
73 Seizure	0	2	1
76 Chest pains or suspected heart attack	6	4	7
85 Vital signs absent, DOA	2	1	0
86 Alcohol or drug related	2	1	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	4	2	1
89 Other Medical/Resuscitator Call	7	7	6
898 Medical/resuscitator call no action required	2	2	3
899 Medical/resuscitator call false alarm	0	0	1
913 Assisting Other FD: Other	0	1	0
92 Assistance to Police (exc 921 and 922)		0	0
93 Assistance to Other Agencies (exc 921 and 922)	1	1	2
94 Other Public Service	1	2	6
96 Call cancelled on route	5	5	7
98 Assistance not required by other agency	2	5	5
Total Number of Responses	70	82	80



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

Response Type	# of Incidents		
	2017	2016	2015
1 Fire	2	5	2
3 NO LOSS OUTDOOR fire (see exclusions)	1	1	0
21 Overheat (no fire, e.g. engines, mechanical devices)	0	0	2
24 Other Cooking/toasting/smoke/steam (no fire)	2	3	1
29 Other pre fire conditions (no fire)	1	1	0
31 Alarm System Equipment - Malfunction	4	12	7
32 Alarm System Equipment - Accidental activation (exc. code 35)	5	0	1
33 Human - Malicious intent, prank	0	0	1
34 Human - Perceived Emergency	1	1	3
35 Human - Accidental (alarm accidentally activated by person)	3	1	1
37 CO false alarm - perceived emergency (no CO present)	0	2	2
38 CO false alarm - equipment malfunction (no CO present)	6	7	3
39 Other False Fire Call	0	0	1
41 Gas Leak - Natural Gas	0	2	0
44 Gas Leak - Miscellaneous	1	0	0
45 Spill - Gasoline or Fuel	1	0	0
50 Power Lines Down, Arcing	2	1	0
53 CO incident, CO present (exc false alarms)	1	0	3
57 Public Hazard no action required	0	1	0
58 Public Hazard call false alarm	0	1	1
59 Other Public Hazard	1	1	1
61 Vehicle Extrication	0	0	1
62 Vehicle Collision	19	14	6
64 Commercial/Industrial Accident	0	1	0
701 Oxygen administered	38	36	44
702 CPR administered	0	0	2
71 Asphyxia, Respiratory Condition	1	8	2
73 Seizure	1	2	7
76 Chest pains or suspected heart attack	7	6	7
84 Medical Aid Not Required on Arrival	3	2	1
85 Vital signs absent, DOA	3	2	0
86 Alcohol or drug related	2	1	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	7	2	3
89 Other Medical/Resuscitator Call	9	9	10
898 Medical/resuscitator call no action required	5	4	3
899 Medical/resuscitator call false alarm	0	0	1
910 Assistance to Other FD: Mutual Aid	1	0	0
913 Assisting Other FD: Other	1	4	1
92 Assistance to Police (exc 921 and 922)		0	0
93 Assistance to Other Agencies (exc 921 and 922)	2	3	4
94 Other Public Service	1	3	7
96 Call cancelled on route	15	8	12
97 Incident not found	0	1	1
98 Assistance not required by other agency	17	16	16
99 Other Response	1	0	0
Total Number of Responses	164	161	158



TOWNSHIP OF WILMOT FIRE DEPARTMENT
TRAINING/ PUBLIC EDUCATION/ CEMC
PROGRESS REPORT

QUARTERLY REPORT
JANUARY, FEBRUARY, MARCH (2017)

Fire Department Training/Public Education/CEMC Division:

TRAINING:

- Level of Service Medical Certification Training of all Firefighters to Standard First Aid, CPR, Defibrillation & O2 Administration. New Recruits Medical Certification Training completed.
- Wilmot Medical Trainers Committee Meeting (Minutes)
- Wilmot Recruit Trainers Committee Meeting (Minutes)
- 9 New Recruits started with the Wilmot Fire Department on March 7, 2017. They will participate in the Recruit Training Program scheduled to be completed in September.
- Acquired Structure Training: 966565 Oxford/Waterloo Rd. Provided a unique opportunity for our firefighters to complete search and rescue operations, forcible entry and ventilation techniques.
- This Quarter's Comprehensive Training Plan also included the following:
 - Atmosphere monitoring
 - Accountability
 - Roof Prop Ventilation
 - Snowmobile Rescue Training
 - Technical Rescue including (Ropes, Knots, Hauling & Hoisting)
 - SCBA Confidence Maze Training (Donning & Doffing)
 - Fire Department Communications
 - FirePro Training for Officers

PUBLIC EDUCATION:

- Over this quarter, two Public Education events were held at two fire stations. The tours of the stations allowed for the public to acquaint themselves with apparatus and equipment and discuss fire safety (Smoke Alarms & Home Escape Planning) with our local firefighters.
 - 9 Adults & 24 Children attended

COMMUNITY EMERGENCY MANAGEMENT COORDINATOR: (C.E.M.C)

- WRENS- Waterloo Region Emergency Notification System (Committee):
 - The committee has released the RFP and is currently reviewing all submissions.
- Emergency Management Development & Training Group has been diligently working on the following areas collectively to bring a unified approach to Emergency Management Training opportunities to our regions municipalities:
 - Emergency Information Workshop (March 30, 2017)
 - IMS Implementation within the Region. (Ongoing)
 - Public Information Officer – Table Top Exercise (Fall 2017)

Report Prepared By:

Gary Mosburger
Training Officer/Public Educator/CEMC
Wilmot Township Fire Department

Approved By:

Brad Otterbein
Acting Fire Chief
Wilmot Township Fire Department

GRCA General Membership

Chair Helen Jowett

Vice-Chair Chris White

Townships of Amaranth, East Garafraxa, Melancthon and Southgate and Town of Grand Valley

Guy Gardhouse

Townships of Mapleton and Wellington North

Pat Salter

Township of Centre Wellington

Kirk McElwain

Town of Erin, Townships of Guelph/Eramosa and Puslinch

Chris White

City of Guelph

Bob Bell, Mike Salisbury

Region of Waterloo

Les Armstrong, Elizabeth Clarke,
Sue Foxton, Helen Jowett,
Geoff Lorentz, Jane Mitchell,
Joe Nowak, Wayne Roth,
Sandy Shantz, Warren Stauch

Municipality of North Perth and Township of Perth East

George Wicke

Halton Region

Cindy Lunau

City of Hamilton

George Stojanovic

Oxford County

Bruce Banbury

County of Brant

Brian Coleman, Shirley Simons

City of Brantford

Dave Neumann, Vic Prendergast

Haldimand and Norfolk Counties

Bernie Corbett, Fred Morison

Above average rainfall

Aside from a snowstorm on March 1 and several light snowfalls, the precipitation in March fell mostly as rain and was above average for the month.

The snowpack on the land disappeared early this year and was mostly gone by the end of February. Under these conditions, the landscape started to dry up and farmers were beginning to prepare their land for spring a little early.

By the end of the month, the reservoirs were within or slightly above their normal operating range. Temperatures in March were close to the long-term average, but were quite variable, alternating between cold and warm. The level of Lake Erie was well above the long-term average at the end of the month.

The first part of April has been wet and warm.

Forest thinning at Shade's Mills Park

Some of the trees in a 30-hectare (75-acres) forest at Shade's Mills Park in Cambridge are being marked this spring so they can be removed later in the year.

The trees are part of a group of pine and spruce plantation forests between Avenue Road and Clyde Road that were planted during the 1980s.

Tree thinning improves the health of the forests. It provides more room for the remaining trees to grow. It also makes space for trees and shrubs of other species. In time, these tree plantations will be converted into more natural and diverse forests.

The celebration will continue for 150 days, and will include various activities, promotion of GRCA programs and initiatives throughout the watershed, as well as a number of events at Grand River Parks and nature centres. The GRCA will share information through its Twitter and Facebook accounts, as well as its website and publications.

The Grand River watershed is rich in Canadian history. In 1994, the Grand River was designated a Canadian Heritage River for its cultural history and outstanding cultural values. Aspects of the Canadian Heritage River will be highlighted, as well as ways to learn about and enjoy nature in the watershed.

Morton prescribed burn

A prescribed burn took place at the Morton property near Pinehurst Lake Park on April 14.

A 20-hectare parcel was burned by Lands and Forests Consulting, a company that strictly follows the intensive Ontario Ministry of Natural Resources and Forestry guidelines for prescribed burning to ensure safety and effectiveness.

The goal of the prescribed burn was to remove invasive non-native Manitoba maple, grasses and other plants. Fire is a normal part of the life cycle of prairie habitats. Native species can tolerate fire, so burning the land clears out non-native species. Fire also releases important nutrients into the soil, which promotes growth and increases seed yields. The burn will help to prepare the land for a native grassland enhancement project that will be seeded after the burn.

At one time, about 25 per cent of the Grand River watershed was tallgrass prairie. Today, only one per cent remains.

Earth Day launch for Canada 150 campaign

The Grand River Conservation Authority (GRCA) will kick off its Canada 150 celebration on Earth Day — Saturday, April 22 — at the Guelph Rotary Forest, where a maple grove shaped like a maple leaf will be planted in honour of the 150th anniversary of Confederation.

Elora Park renovation of Marston Pavilion underway

The Marston Pavilion at Elora Gorge Park will be renovated this summer and is expected to reopen on Canada Day.



The kitchen and washrooms will be renovated and a new accessible washroom will be added. In addition, the wooden pillars that hold up the structure have been deteriorating over the years, so the bottom 1.2 metres (four feet) of each will be replaced with concrete and clad in stone.

The GRCA has hired Demikon Construction of Guelph to carry out this \$227,000 project. It will be funded through a Canada 150 Community Infrastructure grant of \$83,250 and funds from the conservation areas capital reserve.

The pavilion opened in 1954, the year that this park opened. It is named after Kay Marston, a member of the GRCA board who was instrumental in establishing as the first conservation area in Ontario.

Floodplain mapping workshop held

Several GRCA staff members attended a floodplain mapping technology transfer workshop in Guelph in early March.

The workshop was organized by the GRCA and the Canadian Water Resources Association, with funding from the Ministry of Natural Resources and Forestry and the Federal National Damage Mitigation Program. About 190 people attended, and most were from conservation authorities and the provincial government. The first day covered the project that the GRCA is coordinating with the U.S. Army Corps of Engineers to adapt their hydrology model to better represent hydrology in Ontario and Canada.

Elora two-zone policy

A new two-zone floodplain policy area for portions of Elora and Fergus has been approved by the GRCA.

Updated floodplain mapping will now be used as the guiding document when dealing with planning matters and permit applications in the two-zone area. Amendments to the GRCA's regulation mapping incorporate the revisions to the floodplain and associated regulated allowance.

This change was requested by the municipality and is being made after a consultation process and necessary approvals.



Photo by Eric Bancroft

The GRCA's osprey WebCam is back for the third year. It allows people to watch a breeding pair of osprey at Belwood Lake. It can be viewed at www.grandriver.ca/osprey.

Two-zone areas are used for existing urban areas that have developed close to rivers and would not be put in place in new areas. They allow redevelopment with restrictions to manage the risk to people and property from floods.

Two-zone areas are in place in many other communities within the watershed.

Water quality report

A new high-level report summarizing water quality conditions across the watershed is complete and on the surface water quality page on www.grandriver.ca.

It shows water quality conditions at long-term sampling sites between 2013 and 2015. The report describes the relative status of nutrient concentrations (nitrogen and phosphorus) and uses the Canadian Council of Ministers of the Environment Water Quality Index.

River water quality is influenced by point sources, such as wastewater treatment plants, which can have a big negative impact that is more pronounced when river flows are low. Recent improvements to wastewater facilities and operations have been beneficial.

On the other hand, when river flows are high during the spring and heavy rainfall events, runoff from urban and agricultural areas have a significant impact.

Spring planting events across the watershed

The GRCA and its partners are hosting six planting events this spring and encouraging watershed residents to celebrate Canada 150 by planting trees in this watershed.

A complete listing of planting events is available in the online calendar at www.grandriver.ca/events.

This issue of *GRCA Current* was published in April, 2017.

It is a summary of the March, 2017 business conducted by the GRCA board and other noteworthy happenings and topics of interest.

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

Next board meeting:

April 28 at 9:30 a.m.,
GRCA Administration Centre

View and subscribe to GRCA Current and other news:

www.grandriver.ca/subscribe

View and subscribe to meeting agendas:

<https://calendar.grandriver.ca/directors>

View and subscribe to coming events:

www.grandriver.ca/events

TOWNSHIP OF WILMOT

BY-LAW NO. 2017-19

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, may be used for the following use in addition to the uses permitted in Section 7.5 of By-law No 83-38, as amended:
 - a) a residential building – two units.
2. Notwithstanding the provisions of By-law 83-38, as amended, a residential building – two units shall be defined as a Residential Building containing up to two dwelling units and which is the principle dwelling of the owner and/or occupant thereof .
3. Except as amended by the preceding regulations, the lands described on Schedule "A" attached to and forming part of this by-law and shown 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.
4. 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 24th day of **April, 2017**.

READ a third time and finally passed in Open Council on the 24th day of **April, 2017**.

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 9, Concession South of Snyder's Road being Part 1, Plan 58R-3252.

This is Schedule "A" to By-law No. **2017-19**.

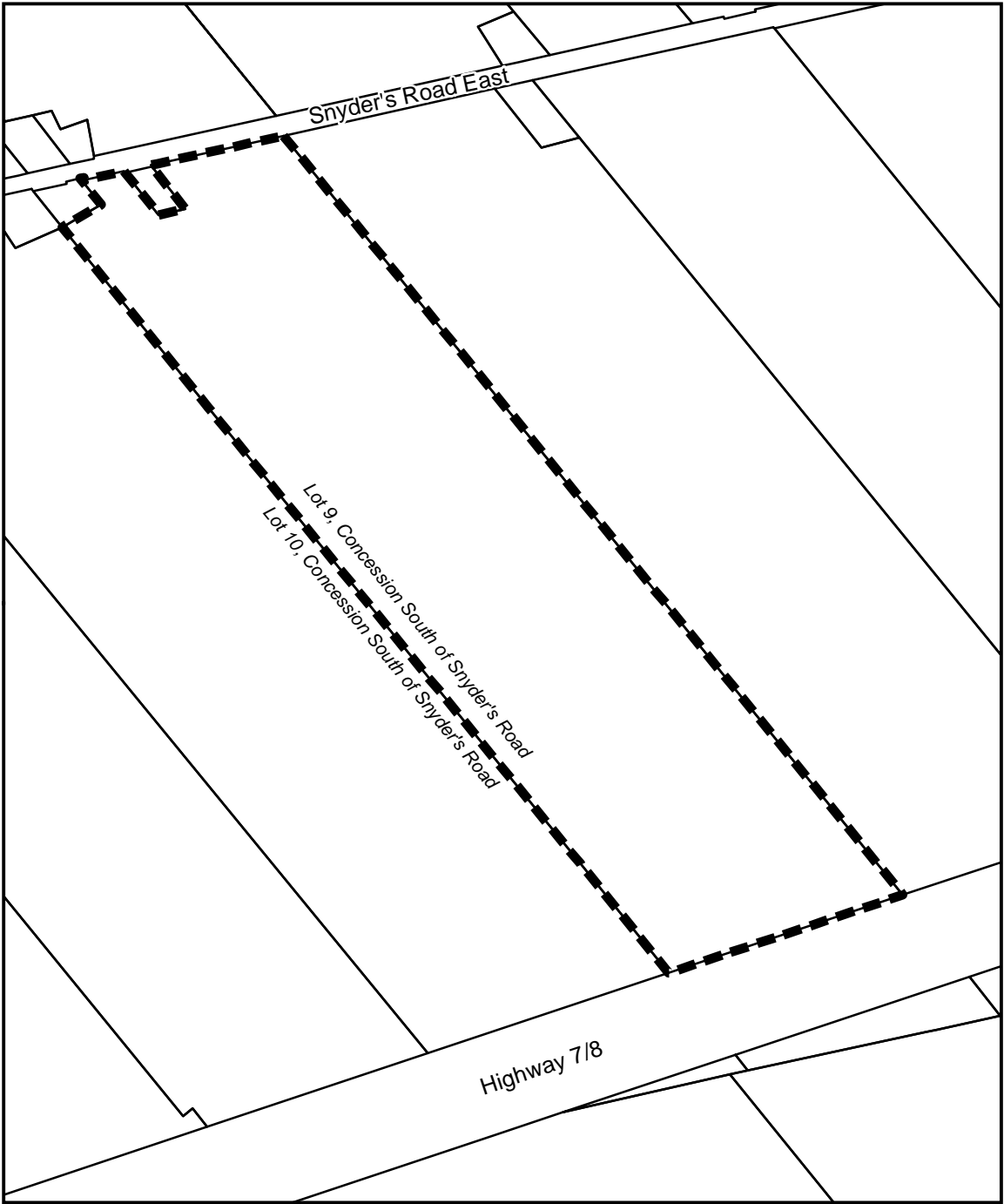
PASSED this **24th** day of **April, 2017**.

MAYOR

CLERK

SCHEDULE "B"
PART OF LOT 9, CONCESSION SOUTH OF SNYDER'S ROAD
BEING PART 1, PLAN 58R-3252
TOWNSHIP OF WILMOT

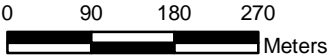
SUBJECT LANDS OUTLINED THUS: - - - - -



THIS IS SCHEDULE "B" TO BY-LAW NO. 2017-19
PASSED THIS 24TH DAY OF APRIL, 2017.

MAYOR

CLERK



**By-law for Municipalities Not Within a Regional
Municipality, the County of Oxford or The
District Municipality of Muskoka – Form 5***Drainage Act, R.S.O. 1990, c. D.17, subs. 45(1)*Drainage By-law Number 2017-07

A by-law to provide for a drainage works in the Township of Wilmot
in the Regional Municipality of Waterloo.

Whereas the council of the Township of Wilmot has procured a
report under section 4 of the *Drainage Act* for the construction
of the Weiss Municipal Drain 2016 drain;

And whereas the report dated 2016/12/21 has been authored by R. J. Burnside & Associates Limited
and the attached report forms part of this by-law;

And whereas the estimated total cost of the drainage work is \$99,415.00 ;

And whereas \$0.00 is the amount to be contributed by the Township
of Wilmot for the drainage works;

And whereas *(Complete this clause only if other municipalities are being assessed a share of the cost of the project.);*

_____	is being assessed in the <u>Municipality</u>	of _____
_____	is being assessed in the _____	of _____
_____	is being assessed in the _____	of _____
_____	is being assessed in the _____	of _____

And whereas the council is of the opinion that drainage of the area is desirable;

Therefore the council of the Township of Wilmot
pursuant to the *Drainage Act* enacts as follows:

1. AUTHORIZATION

The attached report is adopted and the drainage works is authorized and shall be completed as specified in the report.

2. BORROWING

The Corporation of the Township of Wilmot
may borrow on the credit of the Corporation the amount of \$99,415.00 being the amount necessary for
the construction of the drainage works.

This project will NOT be debentured.

6. CITATION

This by-law comes into force on the passing thereof and may be cited as the " Weiss Municipal Drain 2016 _____ by-law".

First reading 2017/02/13

Second reading 2017/02/13

Provisionally adopted this 13 day of February , 2017

Name of Head of Council (Last, First Name) <u>Armstrong, Les</u>	Signature
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Name of Clerk (Last, First Name) <u>McLeod, Barbara</u>	Signature
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Third reading 2017/04/24

Enacted this 24 day of April , 2017

Name of Head of Council (Last, First Name) <u>Armstrong, Les</u>	Signature
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Name of Clerk (Last, First Name) <u>McLeod, Barbara</u>	Signature
--	-----------



I, Barbara McLeod
clerk of the Corporation of the Township of Wilmot ,
certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Name of Clerk (Last, First Name) <u>McLeod, Barbara</u>	Signature
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