



TOWNSHIP OF WILMOT

Council Meeting Agenda

Monday, May 29, 2017

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 May 8, 2017.

Recommendation

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

Council Meeting May 8, 2017.

- 7. PUBLIC MEETINGS**
- 8. PRESENTATIONS/DELEGATIONS**
 - 8.1 Youth Action Council Update**
- 9. REPORTS**
 - 9.1 CAO – no reports**

9.2 CLERK'S SERVICES – no reports**9.3 FINANCE – no reports****9.4 PUBLIC WORKS****9.4.1 REPORT NO. PW-2017-09****Weiss Municipal Drain Construction****Recommendation**

THAT the tender submitted by Van Gestel Excavating Services for the construction of the Weiss Municipal Drain in the amount of \$34,496.00, plus HST, be accepted.

9.4.2 REPORT NO. PW-2017-10**Bridge Appraisal Program****Recommendation**

THAT the quotation submitted by K. Smart Associates Limited to complete the 2017 Bridge Appraisal Program in the amount of \$17,670.00, plus HST, be accepted.

9.5 DEVELOPMENT SERVICES**9.5.1 REPORT NO. DS 2017-09****Zone Change Application 04/17****Heidi Faul****Part of Lots 143 – 145 and Part of James St. (closed), Plan 532A****Part 1, Plan 58R-12297****320 Waterloo Street, New Hamburg****Recommendation**

THAT Council approve Zone Change Application 04/17 made by Heidi Faul, affecting Part of Lots 143 – 145 and Part of James St. (closed), Plan 532A being Part 1, Plan 58R-12297, to:

1. permit a residential building containing six dwelling units
2. reduce the minimum front yard setback from 7.6m to 6.1m, and
3. to reduce the flankage yard setback from 6.0m to 5.0m.

9.6 FACILITIES AND RECREATION SERVICES

9.6.1 REPORT NO. PRD 2017-04

Award of Tender – Replacement of Parks Maintenance Tractor

Recommendation

THAT Ayr Turf and Trac be awarded Tender 2017-15 to supply a new four wheel drive compact utility tractor/loader with snow blower attachment to the Facilities & Recreation Services Department – Parks Division, for the bid price of \$63,625.00 plus applicable taxes.

9.6.2 REPORT NO. PRD-2017-05

RFP 2017-08

Scott Park Playground Replacement

Recommendation

THAT Openspace Solutions Inc. be awarded the contract for the Scott Park Playground Replacement project as per their proposal dated April 27, 2017 for the bid price of \$76,921.50 plus applicable taxes.

9.6.3 REPORT NO. PRD-2017-06

RFP 2017-11

Engineered Design, Supply and Installation of a Permanent Back-up Power Supply for the New Dundee Community Centre and the St. Agatha Community Centre

Recommendation

THAT Wagler Electric be awarded the contract to Design, Supply and Install a Permanent Back-up Power Supply for the New Dundee Community Centre and the St. Agatha

Community Centre in accordance with their proposal dated May 17, 2017 for the bid price of \$118,025.00 plus applicable taxes.

9.7 FIRE – no reports

9.8 CASTLE KILBRIDE

9.8.1 REPORT NO. CK 2017-04

RFP 2017-14 Consulting Services to prepare an Arts and Culture Master Plan

Recommendation

THAT TCI Management Consultants be awarded the RFP for Consulting Services to prepare an Arts and Culture Master Plan, as per their proposal dated May 5, 2017 in the amount of \$23,964.48, net of HST rebate.

10. CORRESPONDENCE

11. BY-LAWS

11.1 By-law No. 2017-23 – By-law to Appoint A Municipal Law Enforcement Officer, Keaton Foster

Recommendation

THAT By-law No. 2017-23 be read a first, second and third time and finally passed in Open Council.

12. NOTICE OF MOTIONS

13. QUESTIONS/NEW BUSINESS/ANNOUNCEMENTS

14. BUSINESS ARISING FROM CLOSED SESSION

15. CONFIRMATORY BY-LAW

15.1 By-law No. 2017-24

Recommendation

THAT By-law No. 2017-24 to Confirm the Proceedings of Council at its Meeting held on May 29, 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

Televised Council Meeting Minutes

Monday, May 8, 2017

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'Kafka, Acting Fire Chief B. Otterbein, Director of Finance P. Kelly, Curator/Director of Castle Kilbride T. Loch, Manager of Accounting A. Romany, Financial Analyst / Accounts Payable J. McNeil

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

None disclosed.

6. MINUTES OF PREVIOUS MEETINGS

6.1 Council Meeting Minutes April 24, 2017.

Resolution No. 2017-91

Moved by: A. Junker

Seconded by: B. Fisher

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

Council Meeting April 24, 2017.

CARRIED, AS AMENDED.

Councillor B. Fisher noted for Agenda Item 9.2.1, that the inquiry made with regards to dumping investigations was made by Councillor J. Gerber.

7. PUBLIC MEETINGS

7.1 Court of Revision

Cressman and Don Myers Municipal Drains 2017

Resolution No. 2017-92

Moved by: A. Junker

Seconded by: M. Murray

That a Court of Revision now be called for the purposes of the Cressman and Don Myers Municipal Drain 2017.

CARRIED

Resolution No. COR 2017-03

Moved by: A. Junker

Seconded by: M. Murray

THAT Mayor L. Armstrong be appointed as Chair for the Cressman and Don Myers Municipal Drain 2017 Court of Revision.

CARRIED.

The Director of Clerk's Services confirmed that no written appeals had been received for the Court of Revision.

Mayor L. Armstrong asked twice if there were any verbal appeals to the Court of Revision. There were none.

Resolution No. COR 2017-04**Moved by: M. Murray****Seconded by: B. Fisher**

THAT the Assessment Schedule for the Cressman and Don Myers Municipal Drain 2017 as prepared by Dietrich Engineering Limited on March 22, 2017 be upheld.

CARRIED.

Resolution No. COR 2017-05**Moved by: M. Murray****Seconded by: A. Junker**

THAT the Court of Revision for the Cressman and Don Myers Municipal Drain 2017 be adjourned.

CARRIED.

8. PRESENTATIONS/DELEGATIONS**8.1 Discover Your Wilmot Grant Presentations**

Mayor L. Armstrong presented Discover Your Wilmot Grant funding to the following recipients:

- Wilmot Terry Fox Run
- Wilmot Heritage Fire Brigades
- Createscape Waterloo Region
- Nith Valley SnoSurfers
- New Hamburg Live
- NH Studio Tour
- New Hamburg Board of Trade
- New Dundee Public School
- Grandview Public School
- Mike Rice, Canada Day Stunt Show
- Angie Hallman, Guinness World Record Attempt
- Sabrina Hallman, Bring a BIG Flag to Wilmot
- Wilmot Rugby Club

8.2 Jim Rodger, Chair**Prime Ministers Statue and Educational Resource Committee Update**

Mr. Rodger introduced himself as one of the co-founders of Createscape Waterloo Region. He advised Council of the new name being used in conjunction with the Prime Minister Statue project – Prime Ministers Path, which will be used to market and promote the project. He spoke about the goal of the Committee to bring life-sized bronze statues of all of Canada's Prime Ministers to the property. He highlighted the success of the first statue on the Prime Ministers Path, Sir John A. Macdonald, and how it has been warmly received by visitors interacting with the statue and the international media. Mr. Rodger announced that three new statues will be unveiled in 2017, two of which will be on June 29th prior to a concert on the front lawn of Castle Kilbride.

Mayor L. Armstrong thanked Mr. Rodger and Createscape for all the effort they have given in bringing this project to Wilmot.

Councillor A. Junker expressed his pride in having this project in Wilmot and in having the work of a local artist featured in it.

8.3 Prema Anjaria, Chair**Castle Kilbride Advisory Committee Update**

Ms. Anjaria thanked Mayor L. Armstrong and Council for the opportunity to provide an update on the activities of the Castle Kilbride Advisory Committee. She provided Council with the details of the exhibits and events taking place this year at the Castle including; To Canada with Love from Wilmot, Hooked on our Heritage, the Lecture Series featuring Jim Rodger and Ruth Abernathy, the Maids Tea and Tour, Anne Picnic and the annual favourite Summer Concert Series.

8.4 Ron Weber**Breakfast in the Park and Baden Cruise Nights**

Mr. Weber provided Council with a brief history of the Breakfast in the Park event that takes place in Petersburg on Sundays from May to September. In addition to the breakfast, visitors are treated to a car show. He noted that the Father's Day event began with nine cars and served four hundred breakfast, has grown to three hundred cars and two thousand breakfasts being served. He also highlighted for Council the success of the

Cruzin' at the Pond event in Baden which is another car show he has organized which has grown in size and popularity. Both events are supported by local service clubs and bring funds to the organizations which allows them to give back to the community.

Mayor L. Armstrong thanked Mr. Weber and all of the people and organizations involved in bringing these events to Wilmot.

Councillor B. Fisher thanked Mr. and Mrs. Weber and all the volunteers who have made Baden a tourist destination with the car show on Wednesdays, the Castle Summer Concert Series on Thursdays and the Prime Ministers Path.

8.5 Tina Broda and Michael Rice

150th Canada Day Festivities

Ms. Broda advised Council of the efforts of the Canada Day Committee in planning the event which is being made possible through many generous sponsors. She showed Council a map of the venue, highlighting events and activities that are annual favourites and new for this year. Among the events being planned include a Guinness World Record attempt, fireworks and a community wide decorating contest.

Councillor J. Gerber thanked the Canada Day Committee for their efforts and hard work and in being able to combine traditional activities with new attractions.

8.6 Gord Perrin

New Dundee Victoria Day Celebration

Mr. Perrin summarized for Council the long history of the Victoria Day Celebration in New Dundee which actually began as a summer garden party over sixty years ago. He spoke about the coming together of the local service clubs and organizations to form a committee responsible for organizing the celebration. He noted several of the activities which are part of the festivities including: a silent auction; bouncy castles; town wide garage sales; clowns, entertainment food booths from the New Dundee Optimists, the Women's Institute and the New Dundee Board of Trade; and a Canada 150 themed parade. For the evening activities he advised that there will be fireworks and a midway.

Councillor A. Junker thanked Mr. Perrin and the Committee for their efforts in providing a large number of activities for the one day celebration. He recommended that all visitors park and walk to the main venues as it is a very busy event.

8.7 Veronica Qubrossi
Healthy Kids Community Challenge
Water Does Wonders Campaign

Ms. Qubrossi expressed to Council that she became involved in this campaign because of the importance of this message to children. She gave a brief history of the Healthy Kids Community Challenge and what the goals of challenge are. The focus of the current campaign was brought to area schools to educate and promote to children the importance of drinking water. She highlighted several of the events they had been involved in as part of the challenge and some of the successes they had.

Mayor L. Armstrong thanked Ms. Qubrossi for her presentation and work with the Healthy Kids Community Challenge.

Councillor A. Junker expressed his gratitude in having Ms. Qubrossi and the Healthy Kids Community Challenge become involved with the Living Well Festival. He also noted the benefits to having water bottle filling stations at the WRC.

8.8 Tova Davidson
Sustainable Waterloo Region

8.8.1 REPORT NO. FIN 2017-25
Sustainability Committee Annual Staff Report

Resolution No. 2017-93

Moved by: P. Roe

Seconded by: B. Fisher

THAT the annual report from the Sustainability Committee be received for information purposes.

CARRIED.

The Manager of Accounting highlighted the report and introduced Ms. Davidson.

Ms. Davidson thanked Council for this opportunity to present the Sustainable Waterloo Region (SWR) Annual Report. She provided Council with a brief history of SWR and highlighted some of the achievements of member organizations in the area of

sustainability. She provided additional details on the TravelWise program and their goal of reducing the number of single-occupancy vehicles. Other on-going programs she highlighted were Climate Action WR and Charge WR which focus on reducing the carbon footprint and promoting the installation charging stations for electric vehicles. She introduced one of SWR's newer initiatives, a partnership with The Cora Group and the David Johnson Research and Technology Park in the building of a Net Positive facility.

Councillor J. Gerber inquired about the costs involved for charging stations. Ms. Davidson responded that the average cost is approximately \$15,000 including installation and that it is recommended that conduits be installed as parking lots and being built. She noted that charging stations can be either publicly or privately owned and that some grant funding opportunities exist.

In response to Councillor J. Gerber, Ms. Davidson clarified that the solar panels being used for the Net Positive building are regular solar panels and that the building as a whole is being designed to use less energy.

Ms. Davidson confirmed for Councillor B. Fisher that websites do exist for commuters and other travelers to arrange carpooling.

Ms. Davidson confirmed for Councillor P. Roe that some charging stations have two charging ports as a cost effective design for making more charging stations available.

**8.9 Jerry Van Ooteghem, President and CEO and Jim Phillips, Chair
Kitchener-Wilmot Hydro**

Resolution No. 2017-94

Moved by: J. Gerber

Seconded by: A. Junker

THAT the audited financial statements of the corporation for the year ended December 31, 2016 as audited by KPMG LLP, as presented, are hereby received;

THAT James Phillips, Dave Schnarr and during their tenure, Berry Vrbanovic, Les Armstrong, Scott Davey, Bil Ioannidis and Jerry Van Ooteghem be and are hereby elected Directors of Kitchener Power Corp. for the ensuing year; and,

THAT KPMG, LLP be hereby appointed Auditors of Kitchener Power Corp. for the ensuing fiscal year and the Directors are authorized to set their remuneration.

CARRIED.

Mr. Phillips introduced himself and Mr. Van Ooteghem and brought greetings from the Kitchener Power Corp. Board of Directors.

Mr. Van Ooteghem provided Council with a statistical breakdown of the financial status of the Corporation, how it rates in contrast with local and province-wide comparators and the year-over-year changes. He also spoke to the performance metrics which appear to have decreased in terms of service reliability but may be influenced by a new tracking system. He noted that performance metrics do not include major storm events such as ice storms and that, despite the decrease, the service indicators are above provincial minimum standards.

Mr. Phillips presented Council with a \$45,000 reforestation grant and a \$325,136 dividend cheque.

Mayor L. Armstrong noted that, as a member of the Board of Directors, he has seen the efficiency of Kitchener-Wilmot Hydro staff.

Councillor J. Gerber thanked Mr. Phillips and Mr. Van Ooteghem for their presentation and he asked that they pass along to their staff Wilmot's appreciation for all their hard work and efforts. He also expressed his appreciation for Kitchener-Wilmot Hydro demonstration as a leader in this industry.

Councillor A. Junker expressed his appreciation for the efforts on the part of Kitchener-Wilmot Hydro in increasing their communication to residents during outages by including a outages map on their website.

Mr. Van Ooteghem added that the outages map is a significant improvement that offers real-time information to residents.

Mayor L. Armstrong noted the financial challenge faced by power corporations in running an efficient operation while asking customers to use energy

9. REPORTS

9.1 CAO – no reports

9.2 CLERK'S SERVICES – no reports

9.3 FINANCE

9.3.1 REPORT NO. FIN 2017-24

2017 Final Tax Levy

Resolution No. 2017-95

Moved by: M. Murray

Seconded by: P. Roe

THAT report FIN 2017-24 prepared by the Manager of Accounting, regarding the 2017 Final Tax Levy By-law be received.

CARRIED.

The Manager of Accounting highlighted the report.

9.4 PUBLIC WORKS – no reports

9.5 DEVELOPMENT SERVICES – no reports

9.6 FACILITIES AND RECREATION SERVICES

9.6.1 REPORT NO. PRD 2017-03

Facilities & Recreation Services Quarterly Activity Reports

Resolution No. 2017-96

Moved by: B. Fisher

Seconded by: A. Junker

THAT the Facilities & Recreation Services Activity Reports for the first quarter of 2017 be received for information.

CARRIED.

9.7 FIRE – no reports

9.8 CASTLE KILBRIDE – no reports

10. CORRESPONDENCE**10.1 Grand River Conservation Authority – Grand Actions, April 2017****10.2 Regional Municipality of Waterloo – Southwestern Integrated Fibre Technology (SWIFT) Network****Resolution No. 2017-97****Moved by: J. Gerber****Seconded by: P. Roe**

THAT Correspondence Items No. 10.1 and 10.2 be received for information.

CARRIED.

The CAO confirmed for Councillor J. Gerber that the Region of Waterloo will be funding the SWIFT Network in the Region.

11. BY-LAWS**11.1 By-law No. 2017-21 – Final Tax Levy****Resolution No. 2017-98****Moved by: A. Junker****Seconded by: B. Fisher**

THAT By-law No. 2017-21 be read a first, second and third time and finally passed in Open Council.

CARRIED.

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

- 13.1 In response to Councillor J. Gerber, Mayor L. Armstrong noted that he received the Region of Waterloo's survey notification for a proposed All-way Stop of Waterloo Street and Huron Street directly with only one envelope to provide a response with. The Deputy Clerk added that staff can contact the Region for other possible avenues for response to the survey which can be circulated through the Township website and through the Township's Twitter account.

- 13.2 The Director of Facilities and Recreation Services responded to Councillor J. Gerber about the booking of free meeting spaces for sports teams when the bookings are made through the parent associations.

Mayor L. Armstrong suggested that Councillor J. Gerber and the Director of Facilities and Recreation Service discuss which organizations or coaches are raising this topic so that staff can clarify the matter.

- 13.3 A member of the public asked to address Council on an undisclosed topic. No member of Council made a motion to allow him to address Council. He was directed to follow proper delegation procedures in having a topic brought to the floor of Council following a review of the matter by staff.
- 13.4 Mayor L. Armstrong advised Council that a postcard was received from Sadee Zister who was unable to attend the Council for a Day program. Her entry was one of the winning entries but a family holiday prevented her from attending,
- 13.5 Councillor A. Junker announced that the Healthy Communities Coalition will be hosting a guided walk through Schmidt Woods on May 27, 2017 at 2:00 pm.
- 13.6 Councillor A. Junker noted an article that was in Agenda Item 10.1 from the Grand River Conservation Authority on the benefits of planting native species in gardens and flower beds. He requested that Township staff and our local partners be encouraged to consider native species in Township flower beds.
- 13.7 Mayor L. Armstrong announced that this is the last meeting for Mr. Gary Charbonneau who is retiring as the Director of Public Works. He offered his sincere thanks to Mr. Charbonneau for everything he has done to benefit the Township of Wilmot.

Mr. Charbonneau thanked current and past Members of Council and staff for their support over the years.

Councillor A. Junker expressed his gratitude to Mr. Charbonneau for service to the Township and noted how much he enjoyed working with him.

Councillor B. Fisher echoed the sentiments of Mayor L. Armstrong and Councillor A. Junker and wished Mr. Charbonneau good luck in his retirement.

- 13.8 Councillor B. Fisher announced a plaque unveiling at the Foundry Street Parkette on June 8, 2017 from 6:00 to 7:00 pm for the completion of the parkette and the pedestrian bridge rehabilitation. Attendees are encouraged to wear red and white to commemorate the Canada 150 celebrations.
- 13.9 Councillor J. Gerber noted the sold out performances of Mary Poppins by TCP. He congratulated the group to their efforts.
- 13.10 Councillor P. Roe announced that the St. Agatha Strawberry Festival will be taking place on June 17, 2017 and will include a full agenda of events.

14. BUSINESS ARISING FROM CLOSED SESSION

15. CONFIRMATORY BY-LAW

15.1 By-law No. 2017-22

Resolution No. 2017-99

Moved by: M. Murray

Seconded by: B. Fisher

THAT By-law No. 2017-22 to Confirm the Proceedings of Council at its Meeting held on May 8, 2017 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

16. ADJOURNMENT (8:57 P.M.)

Resolution No. 2017-100

Moved by: B. Fisher

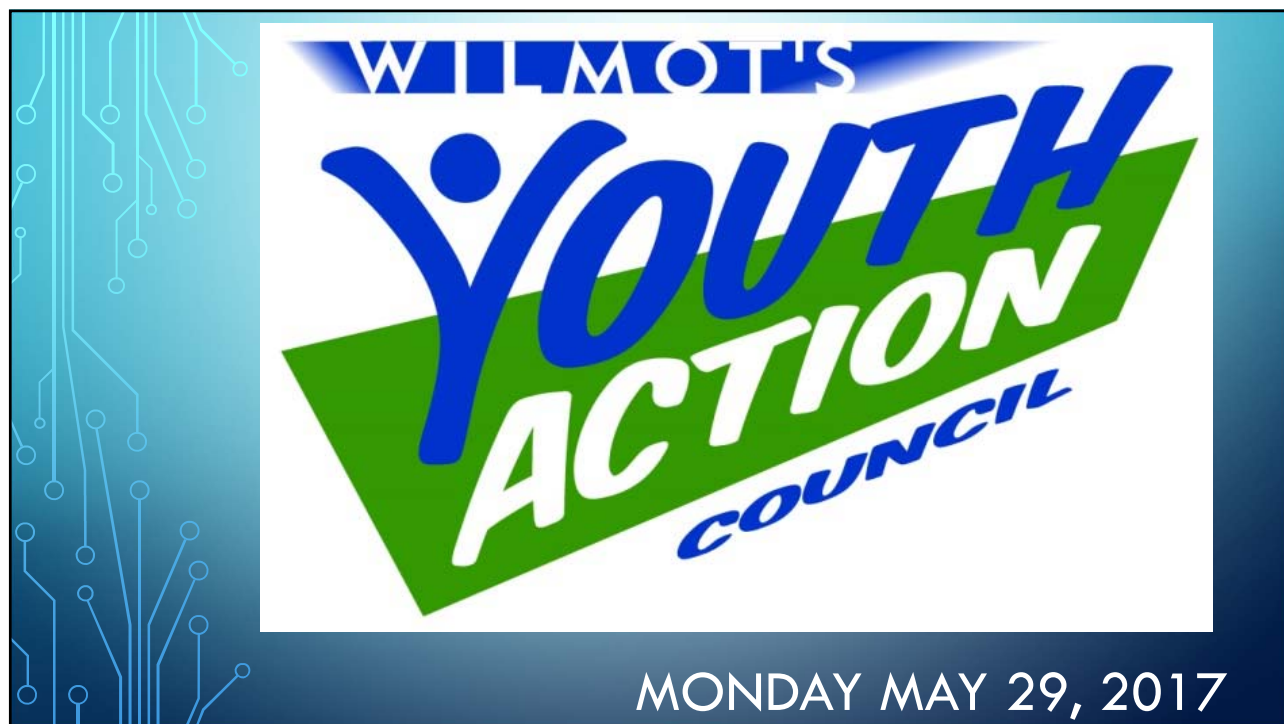
Seconded by: P. Roe

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

CARRIED.

Mayor

Clerk



YAC HAS GROWN

- We have grown into a group of 10 dedicated individuals
- We have added two volunteers to our Council who are looking to gain experience working with Youth
- Through our partnership with the Wilmot Family Resource Centre we have used Rachel's expertise to incorporate "Healthy Life Style" sessions into our weekly meetings

MISSION

Wilmot's Youth Action Council will be responsive to all youth within the community, and will be committed to identifying their needs and interests.

Through the actions of this group, Y.A.C. will empower the youth population within the Wilmot limits by providing youth with the opportunity to be involved in activities and events specifically for them, in a variety of roles including facilitating, planning, and participating.

ULTIMATE GOAL

To create a self-sustaining Youth Action Council, where all youth ages 14 through 19 have a safe space to become involved members of the community, and better themselves in the process.

"Active Youth Leads to Active Adults"

OBJECTIVES

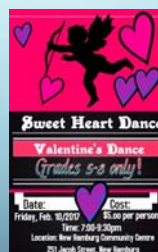
- ✓ To build the strength of youth within the Township limits, and create a sense of pride and ownership within the community
- ✓ To provide the youth in Wilmot Township with the opportunity to become involved in their community
- ✓ To assist in creating a Voice for youth in the Township
- ✓ To allow leadership skills to be developed and practiced
- ✓ To allow for input on current programming opportunities at the Wilmot Recreation Complex
- ✓ To provide access to a job board for youth so that they can gain valuable work and volunteer experience within Wilmot Township

OUR PLAN

- ✓ To host 5 events during the year and provide events during Youth Week
- ✓ To provide large scale volunteering at the Living Well Festival in April 2017
- ✓ To gain new experiences by volunteering with local service clubs
- ✓ To partner with local Optimist Clubs to provide events for Youth Week in May
- ✓ To increase YAC's exposure in our community

OUR EVENTS

- Monster Mash Dance
- Horror at Homecoming
- Christmas Wishes Movie Night
- Sweet Heart Valentines Dance
- Van Gough & Paint a Mural



YOUTH WEEK

- May 1st - Amazing Race: Wilmot Edition
- May 2nd – Coffee House in the Optimist Youth Centre
- May 3rd – Bowling at Riverside Lanes
- May 4th – Volunity Launch
- May 5th – Spring Fling Dance; New Dundee Optimist
- May 6th – Picnic in the Park; Petersburg Optimist
- May 7th – Wilmot's Next Great Baker



VOLUNTEERING IN THE COMMUNITY

- October: Baden Optimist Club Halloween Event
Mannheim Optimist Club Halloween Event
- December: Baden Santa Clause Parade
Baden Optimist Club Breakfast with Santa
- April: New Hamburg Optimist Easter Egg hunt
Mannheim Optimist Easter Breakfast
New Hamburg Lioness Fashion Show
Wilmot Healthy Community Coalition Living Well Festival

CHANGES TO ADVERTISING

- We took a different approach to advertising this year and planned our events in September to get one poster out to over 60 local businesses and community boards in New Hamburg, Baden, New Dundee, St. Agatha, Petersburg, Haysville and Mannheim
- Next Year we will also be reaching out to the local elementary schools for an electronic poster and information directly to the students
- We will also be contacting the Parent Councils at the Schools in September about getting information to them on a monthly basis
- We will also be working harder on getting people interacting on our Social Media Accounts through guessing games and trivia



VOLUNITY LAUNCH



- The program aims at being the “Link” between youth looking for volunteer opportunities and organizations with volunteer opportunities in the community. We are hoping to expand the program into Waterloo Oxford to allow all students in grade 9 and 10 register for the program which will ensure that our youth have access and exposure to all the opportunities that our community has to offer!
- Official Launch will occur in October of 2017

YOUTH ENGAGEMENT PROJECT ADVISORY TEAM

- A three year project operating through a Trillium Grant to Playworks in operation from May 2016- April 2019; with three meetings a year
- Three Rural Communities have been selected to create the Youth Engagement Project Advisory Team, with Youth Representatives from the participating communities
- The Team has changed the criteria for the Youth Friendly Community Application Process and has aided in creating 5 new Youth Advisory Councils in rural Ontario
- In September 2017, there will be 4 Rural Youth Engagement workshops held around Southwestern Ontario

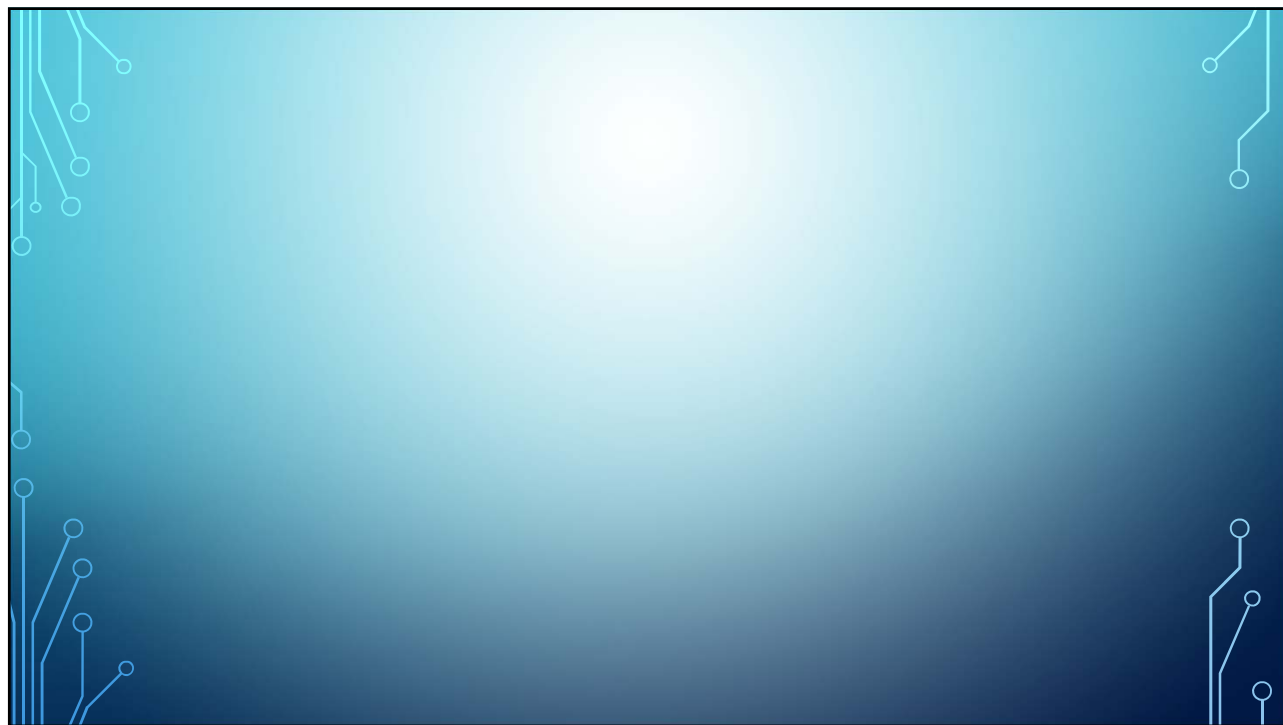


OUR PLAN FOR NEXT YEAR

- Operate September to June
- Visit the Elementary schools to build up the Jr. Youth Action Council
- Incorporate one Well-Being day a month focusing on Physical Activity, Healthy eating, Mental Health and overall well-being
- We want to create more awareness amongst the youth about YAC
- Encourage more Youth to join YAC
- Continue to partner with local organizations and agencies to build successful partnerships
- We will continue to inspire the youth in our community and empower them to have their voices heard

QUESTIONS







Township of Wilmot ***REPORT***

REPORT NO.: PW-2017-09

TO: Council

PREPARED BY: Alastair Duncan CET, Engineering Technician

DATE: May 29, 2017

SUBJECT: Weiss Municipal Drain Construction

Recommendation:

That the tender submitted by Van Gestel Excavating Services for the construction of the Weiss Municipal Drain in the amount of \$34,496.00, plus HST, be accepted.

Background:

On November 2, 2015 Council accepted the Petition for Drainage Works from Hartmut Weiss and on December 7, 2015 R.J. Burnside & Associates Limited was appointed by Council as the Engineer for this project.

The Engineer's Report, dated October 2016/Revised December 2016, was filed with the Clerk by R.J. Burnside & Associates Limited and Council acknowledged receipt of the report on January 16, 2017 with the Court of Revision held on February 13, 2017.

Discussion:

We received tenders for the construction of the Weiss Municipal Drain and the results, are as follows:

<u>Tenderer</u>	<u>Amount</u>
Van Gestel Excavating Services, Stratford	\$34,496.00

R.J. Burnside & Associates Limited are recommending that the tender received from Van Gestel Excavating to construct the Weiss Municipal Drain be accepted. It is anticipated that construction of this municipal drain will be completed this summer.

Strategic Plan Conformity:

We are an engaged community through communicating municipal matters and we have a prosperous economy which includes a thriving agriculture and agri-business.

Financial Considerations:

R.J. Burnside & Associates Limited has estimated the total costs for the Weiss Municipal Drain which, includes allowances, construction, engineering and contingencies at \$99,415.00 with the construction costs estimated at \$43,215, plus HST.

The total cost of the drainage works will be assessed to the lands and roads in the Weiss Municipal Drain watershed based on the actual costs using the assessment schedule contained within the Engineer's Report. There are no costs assessed to the Township for this drain.

Conclusion:

R.J. Burnside Associates Limited, on behalf of the Township, has reviewed the tenders submitted and recommends that the work be awarded to Van Gestel Excavating Services.

Alastair Duncan
Engineering Technician

Grant Whittington
Reviewed by CAO



Township of Wilmot REPORT

REPORT NO.:	PW-2017-10
TO:	Council
PREPARED BY:	Alastair. Duncan CET, Engineering Technician
DATE:	May 29, 2017
SUBJECT:	Bridge Appraisal Program

Recommendation:

That the quotation submitted by K. Smart Associates Limited to complete the 2017 Bridge Appraisal Program in the amount of \$17,670.00, plus HST, be accepted.

Background:

Under the requirements of Ontario Regulation 104/97 the Township completes a bridge and culvert inspection program bi-annually under the direction of a professional engineer in accordance with the Ontario Structure Inspection Manual (OSIM).

Included in the 2015 study was a recommendation by the consultant to complete a Deck Condition Survey for the structure located over Alder Creek on Bethel Road (31/B-T8). Accordingly we have included this item in the proposed scope of work such that the information collected will be used to update the repair costs and timing.

The Township currently has three (3) structures which, are regulated by a Weight Restriction By-Law. This by-law is reviewed bi-annually and therefore we have included this item within the proposed scope of work to be performed by the consultant.

The information provided by the consultant will assist staff in updating the Asset Management Plan and in preparing future operating and capital budgets.

Discussion:

The Township requested quotations from engineering consultants and the results (plus HST) are summarized as follows:

<u>Consultant</u>	<u>Quotation</u>
K. Smart Associates Limited	\$17,670.00
AMTEC Engineering Inc.	\$19,800.00
AUE Structural	\$21,104.00
The Greer Galloway Group Inc.	\$21,465.00
GM BluePlan Engineering Limited	\$24,800.00
TSI Inc.	\$28,950.00
G.D. Jewell Engineering Inc.	\$29,592.00
ART Engineering	\$41,700.00

Based on the review of the quotations that were submitted Township staff recommends that K. Smart Associates Limited be authorized to complete this project.

Strategic Plan Conformity:

Maintaining our infrastructure ensures a prosperous economy for our municipality.

Financial Considerations:

The approved 2017 Budget includes \$30,000 for the Bridge Appraisal Program and the low quote is within budget.

Conclusion:

Based on the review of the quotations that were submitted Township staff are recommending that K. Smart Associates Limited be authorized to complete this project.

Alastair Duncan
Engineering Technician

Grant Whittington
Reviewed by CAO



Township of Wilmot **REPORT**

REPORT NO. DS 2017-09

TO: Council

PREPARED BY: Andrew Martin, Manager of Planning/EDO

DATE: May 29, 2017

SUBJECT: Zone Change Application 04/17
Heidi Faul
Part of Lots 143 – 145 and Part of James St. (closed), Plan 532A
Part 1, Plan 58R-12297
320 Waterloo Street, New Hamburg

Recommendation:

That Council approve Zone Change Application 04/17 made by Heidi Faul, affecting Part of Lots 143 – 145 and Part of James St. (closed), Plan 532A being Part 1, Plan 58R-12297, to:

1. permit a residential building containing six dwelling units
2. reduce the minimum front yard setback from 7.6m to 6.1m, and
3. to reduce the flankage yard setback from 6.0m to 5.0m.

Background:

A Public Meeting was held on March 27, 2017. Notice that this application would return to Council for a decision was given to property owners within 120 metres of the subject lands on May 16, 2017. This report has been made available for review since May 19, 2017. The following is a summary of comments received; written submissions are attached to this report.

Public:

Les Fleiszig, 15 Williams Street – concerned with height of building, increased traffic and setback from Williams Street.

Janina Holita, 24 Williams Street – concerned with obstruction of view at the corner, noise, parking impacts and removal of a large maple tree.

Donna Schaefer, 302 Waterloo Street – concerned with height of building, parking, and tree removal.

Max Bentz, 43 Williams Street – opposed to 6 units, but supportive of 4 units with 10 parking spaces.

Jeremy Wagler, 11 Williams Street – concerned with safety of children, increased traffic on a narrow street and need for parking.

Agencies:

GRCA: no comments or concerns

Region of Waterloo: updated comments indicating no objections, but requiring an agreement to implement noise warning clauses relative to road, rail and abutting commercial operations.

Discussion:

The subject property is currently developed with a single detached dwelling that is proposed to be demolished and replaced with a multiple unit dwelling. The current zoning would permit a residential building containing 4 dwelling units to be constructed on the property. This application proposes to allow a residential building containing 6 dwelling units.

To facilitate the proposed development plan, this application also proposes to reduce the front yard setback (Williams Street) from 7.6 to 6.1m and the flankage yard setback (Waterloo Street) from 6.0m to 5.0m.

Since the Public Meeting in March, the Region of Waterloo has reviewed a noise study completed for the property. At a future development approval stage (site plan control etc.) the applicant will be required to enter into an agreement with the Region of Waterloo to require noise warning clauses relative to potential road, rail and commercial related noise.

The applicant has updated their proposed site plan to include additional parking and prepare renderings of the actual proposed building to be constructed on the property. A copy of these revised drawings are attached to the report.

Prior to and at the Public Meeting, five property owners in the area submitted letters and/or made verbal presentations expressing concerns with the application. The following paragraphs provide comments and/or solutions to these concerns.

Land use compatibility

The proposed zone change application represents a compatible land use. Policy 2.1.6.1 of the Township Official Plan states that the purpose of the Urban Residential designation is to provide for a range of residential and accessory uses in order to accommodate current and future residential demands. The policy further includes that a mix of housing types and densities will be encouraged in the Urban Residential designation. Policy 2.1.6.2 continues on to state that the Township Zoning By-law will regulate the type and density of residential development.

The intent of these policies within the OP is not to tie specific densities to certain areas, but rather allow the ability, through amendments to the Zoning By-law, to consider a mix of housing forms and densities in all residential areas. In this regard, the consideration of a form of residential housing of higher density than abutting uses is contemplated and encouraged by the OP. Both present and historic planning practices within the Township have involved the integration of

multiple dwellings (apartments, town homes, plexes, and semi-detached dwellings) within existing and newly developed neighbourhoods.

The Township's past practice of integrated housing forms and intensification is further supported by Provincial policies and legislation. The Growth Plan for the Greater Golden Horseshoe sets out that population will be accommodated by directing a significant portion of new growth to the built-up areas of the community through intensification.

The Strong Communities through Affordable Housing Act requires municipalities to establish official plan policies and zoning by-law provisions allowing additional dwelling units in detached, semi-detached and row houses, as well as ancillary structures. The Act outlines that these units should be permitted in both existing residential communities and in newly developed areas. In considering additional dwelling units the Act recognizes that there may be inherent constraints in the introduction of additional dwelling units; the constraints contemplated are related to flood-prone areas and inadequate servicing neither of which are an issue in this application.

Appropriateness of Development

The subject property is well positioned to support residential intensification. The property is located on a Regional Road designed to convey traffic to, from, and through the New Hamburg Urban Area. Vehicle access to the property would be from Williams Street, but would involve minimal use of this street given its location at the corner. Pedestrian access would be directly from the sidewalk along Waterloo Street. As well, the property directly fronts Grand River Transit Route 77 providing transit service through Wilmot and ultimately to and from The Boardwalk transit terminal in Waterloo.

Waterloo Street is a mixed use corridor providing a range of residential housing forms and commercial uses through New Hamburg. The subject property is located within a mixed land use node with the presence of two commercial plazas, mixed commercial and residential buildings, multiple dwellings including a 6 unit residential building directly across Waterloo Street. Positioned with its primary pedestrian entrance facing Waterloo Street, this proposed development is oriented towards Waterloo Street with the intention of continuing the existing Waterloo Street mixed use node.

Building location setbacks and height

The applicant has provided renderings of the conceptual building elevations which provide variations in roof peaks and building faces to attempt to visually address the building's presence on two streets. These illustrations are attached to the report.

This application proposes to reduce the setbacks included in the 1983 Township Zoning By-law which establishes a minimum front yard setback (Williams Street) of 7.6m and a minimum flankage yard setback (Waterloo Street) of 6.0m.

The proposed building would be located approximately 6.1m from the Williams Street property line and 5.0m from the Waterloo Street property line. In considering the appropriateness of setback reductions it is important to consider current planning practices, compatibility with setbacks present in the neighbourhood, and existing development.

Within in new subdivisions and redevelopments typical front yard setbacks range from 5.0m to 6.0m recognizing a shift in planning design to have buildings closer to the road and integrated with the street.

Along Williams Street there are a range of setbacks present including a home three properties north of the subject property which is located as close as 4.4m from the front property line. The proposed reduction from the present zoning requirements is 1.5m, comparable to the width of a municipal sidewalk. The reduction is not significant and falls well within range of setbacks present on both sides of Williams Street.

The existing house is located less than 3.0m from the Waterloo Street property line. The proposed building will be further from the property line at 5.0m and again will fall within the range of building setbacks found along Waterloo Street.

Given the proposed building setbacks, it is not anticipated that there will be any visual obstructions at the corner of Waterloo Street and Williams Street for either vehicles or pedestrians as the building would be located outside of the minimum 7.5m daylighting triangle. If there were to be any visual impact, the existing coniferous trees at the corner would be the source of the problem although no concerns were expressed about the location of the existing trees. The Region of Waterloo did not request any road widenings or an increase in the corner visibility triangle in this location.

With respect to existing trees, the applicant has indicated that they intend to preserve the coniferous trees fronting Williams Street and have already removed trees that would have been impacted by the proposed building envelope. Comments were provided regarding the large maple tree at the north corner of the property closest to the plaza. This tree is located on the plaza property and is not proposed to be removed as a result of this proposed development. That said, should the plaza owner choose to remove the tree, they could do so.

The current zoning permits a building with a maximum height of 10.5m which is measured from finished ground level outside of the building to the midpoint between the eaves and peak of the roof. The zoning does not limit the number of storeys of the building, but typically the height accommodates a two storey building with a pitched style roof. Similar to the six unit building across Waterloo Street, the proposed building is considered two stories as the lowest level has its ceiling less than 1.8m above grade. Although the proposed building may be taller than the neighbouring dwelling, it would comply with height restrictions of the existing zoning.

Traffic and parking

Concerns were expressed regarding the width of Williams Street and the impact of additional traffic and on-street parking in this area.

The proposed residential uses are not anticipated to provide an appreciable increase in traffic and did not warrant any traffic analysis from either Township Public Works (Williams Street), or from the Region of Waterloo (Waterloo Street).

The proposed site plan provides more than the zoning by-law requirement of 1.5 parking spaces per dwelling unit, or 9 spaces in this case. The plan provides a minimum of 10 parking spaces and potentially an additional two spaces when not required for snow storage. Removal of surplus snow from the site would extend the time period for which additional spaces would be available if necessary.

As with any other residential property, residents may choose to park on the street provided such parking is in compliance with the Township parking by-laws. By providing sufficient off-street parking, the demand for on-street parking is reduced or eliminated. Should on street parking become an issue, the matter would be reviewed by the Township Public Works Department and, if required, actions could be taken to minimize the impacts through use of no parking areas and through police enforcement.

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:

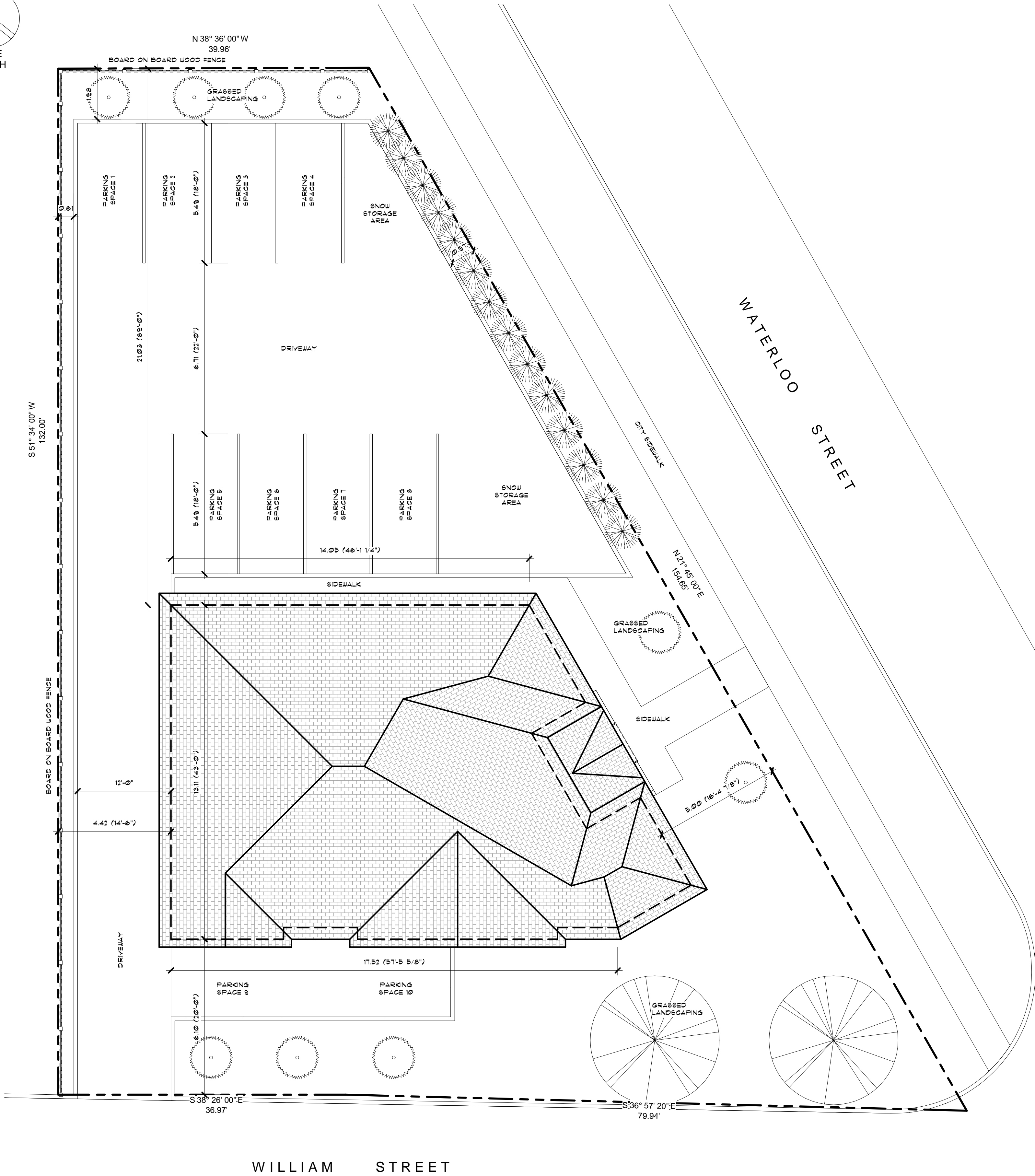
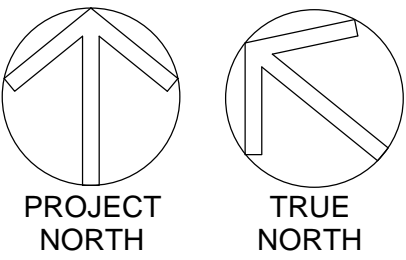
The application fees, established by the Township of Wilmot Fees and Charges By-law, were collected at the time of application.

Conclusion:

The Township Official Plan promotes a mix of housing types and densities within the Urban Residential Designation. The integration of apartments, townhomes and other multiples within existing and established neighbourhoods represents compatible land uses as discussed within the report. The proposed zoning amendment represents an appropriate land use for the subject property. Staff support approval of the application.

Andrew Martin, MCIP RPP
Manager of Planning/EDO

Grant Whittington
Reviewed by CAO





MULTI FAMILY RESIDENTIAL BUILDING
FRONT EXTERIOR PERSPECTIVE
 MARCH 17, 2017



MULTI FAMILY RESIDENTIAL BUILDING
EXTERIOR PERSPECTIVE - WATERLOO STREET
 MARCH 17, 2017



MULTI FAMILY RESIDENTIAL BUILDING
EXTERIOR PERSPECTIVE - WILLIAM STREET
MARCH 17, 2017

To: Mr Andrew Martin
Planner/EDO

Below is my reasons I am opposing the application for "Zone Change Application 04/17.

1-Based on the picture on the Township Website, the proposed building is "**Not a two story residential building**", it is as close to three story as possible can. In my opinion the first story is at minimum five feet above ground.

2-There is no indication anywhere on the drawings how high is the building. (The new building should not be any higher than any of the neighbouring buildings.)

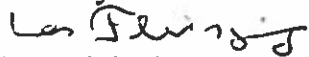
3-The new building should not be closer to the property line on the Williams street side , than the next two house on the street, (Including ours on 15 William street)

4-Putting 9 parking spots on the lot will increase the traffic considerably on William street. (By allowing parking on one side of William street, there is no way for two cars to pass each other if they are going in the opposite direction.)

My name is : Les Fleiszig, and my address is; 15 Williams Street

PS: I sure would like to know what is the opinion of the planning committee or the Town Council on this application.

Sincerely:



Les Fleiszig

March 24, 2017

The Corporation of the
Township of Wilmot
60 Snyders Rd. W.
Baden ON N3A 1A1

Attention: Andrew Martin

Re: Zone Change Application 04/17

I, Ms. J. Holita have been a resident on William(s) St. since 1955. There has always been a clear and unobstructed view to Waterloo St. allowing for access to and from William(s) St. The placement of a four-plex as shown on the drawing will obstruct this view. Twenty-five feet sounds sufficient but in reality that depth is soon shrunk as Waterloo St. is on an angle. The other corner situated here has a clear and unobstructed view. The building, as it now stands, will impede the view of children running/walking on the sidewalk of both Waterloo and Williams Streets.

I think the four-plex should be re-aligned. The gray concrete foundation facing residents living in close proximity is very ugly. The gray/brown exterior is depressing. The driveway will impact greatly the house next door, especially the children. Exhaust fumes will be trapped between the buildings. Never mind the exhaust from the parking spot located immediately adjacent to the house. In winter the noise of the snow removal vehicles will be quite loud as will the sound of the garbage removal. Is a noise fence/barrier being installed to help with these problems. The foundation may be impacted by the vehicles constantly driving back and forth on the driveway.

I speak of the four-plex, a six -plex is completely out of character for this site. Williams St. has always been a family street. Let the plan of a four-plex stand. This will reduce the number of parking spots needed and reduce the off-gassing from the black top in the parking area and driveway.

What has not been addressed is the Sugar Maple tree on the corner of the property. It is older than I am. It is four (4) meters in girth and it deserves respect. This tree has provided shade to many walkers, in particular seniors. People and their pets enjoy its shade in the middle of sweltering heat spells. The area from Queen St to this Sugar Maple on Waterloo St. is the only stretch with Heritage Trees. This tree, the leaves, cleans the air of all the toxic emissions produced by all the vehicles in the plaza as well as the vehicles using Waterloo St.

It provides oxygen in return. It is the only life supporting tree in the area. The trees put in by the municipality are mostly dead from lack of maintenance. Even with proper care they would not be providing the benefits of the old maple for many years. I understand Wilmot township has disbanded the Environmental Committee and these stated concerns may have little impact. But the damage that may be caused here to current and future citizens is quite alarming. I hope there are some persons on the Council who will consider these problems.

Sincerely

Ms. J. Holita
24 Williams St.
New Hamburg, ON
N3A 2C4

Andrew Martin

From: donna schaefer
Sent: Tuesday, March 28, 2017 1:56 PM
To: Andrew Martin
Subject: Waterloo and Williams Street development

To whom it may concern:

Regarding the development of the property on Waterloo and Williams Street in New Hamburg:

While I appreciate the effort to change the enhancement of this corner property, I have a few concerns.

I feel that a 6-plex development will set a precedent for height, density and a pathway for real estate developers and or individuals to purchase and reconstruct on Williams Street. I strongly object to the precedent setting aspect of this application.

Williams Street has historically been a community itself as a neighborhood of homes.

Because the basement of the proposed units are five feet above grade, I feel that the height of the building with respect to the homes on the street should be considered. This would hold true if a 4-plex should be constructed. It is very difficult to maintain the essence of a residential community in its historical setting especially on such a main commercial intersection. Between King and Webster Streets, construction has been made with consideration to height and architecture. A residential atmosphere has been maintained on this block and fits in well with Williams Street.

I appreciate the fact that Williams Street has double sided parking. This is a natural benefit to slowing traffic as it approaches the corner and it has been my observation that as a result, drivers are aware of speed in both directions of approach. Because there is no winter overnight street parking, lower density on the new construction may be advantageous and worth consideration.

There are mature trees of which there are few in our area. It would be good to preserve what can be saved on this corner lot given the construction.

In summation:

I do not object to progress but I feel that careful consideration should be given to the setting of precedence and to the maintaining of the neighborhood ambience.

Respectfully,

Donna Schaefer

302 Waterloo Street,
New Hamburg, On. N3A1T7



Township of Wilmot **REPORT**

REPORT NO. PRD 2017-04

TO: Council

PREPARED BY: Scott Nancekivell, Director of Facilities & Recreation Services

DATE: May 29, 2017

SUBJECT: Award of Tender – Replacement of Parks Maintenance Tractor

Recommendation:

That Ayr Turf and Trac be awarded Tender 2017-15 to supply a new four wheel drive compact utility tractor/loader with snow blower attachment to the Facilities & Recreation Services Department – Parks Division, for the bid price of \$63,625.00 plus applicable taxes.

Background:

On April 27, 2017 Tender 2017-15 for the supply of a four wheel drive compact utility tractor/loader c/w a quick connect snow blower attachment was advertised and released for bidding purposes. This capital item was endorsed by Council as part of the 2017 budget process, and will replace an existing 2005 Massey Ferguson tractor/loader within the Parks Division.

Discussion:

On May 11, 2017 a total of three tender bids were received for the required equipment:

<u>Bidder</u>	<u>Bid Price (excluding taxes)</u>
Ayr Turf & Trac	\$63,625.00
Coleman Equipment	\$69,771.00
Stratford Farm Equipment New Hamburg Ltd.	\$68,000.00

Strategic Plan Conformity:

Maintaining our infrastructure.

Financial Considerations:

The 2017 capital budget contains \$65,000.00 for the purchase of this equipment. The bid price, net of the HST rebate is \$64,744.80.

Conclusion:

Staff recommend that the new four wheel drive compact utility tractor/loader c/w snow blower attachment, be purchased from Ayr Turf & Trac for the bid price of \$63,625.00 plus applicable taxes.

Scott Nancekivell, B.Sc.
Director of Facilities & Recreation Services

Grant Whittington
Reviewed by CAO



Township of Wilmot **REPORT**

REPORT NO. PRD-2017-05

TO: Council

PREPARED BY: Scott Nancekivell, Director of Facilities & Recreation Services

DATE: May 29, 2017

SUBJECT: RFP 2017-08
Scott Park Playground Replacement

Recommendation:

That Openspace Solutions Inc. be awarded the contract for the Scott Park Playground Replacement project as per their proposal dated April 27, 2017 for the bid price of \$76,921.50 plus applicable taxes.

Background:

The removal and replacement of the entire playground (structures and safety surface), located at Scott Park in New Hamburg was approved as part of the 2017 budget process.

Discussion:

On April 13, 2017 the Township issued a formal request for proposal for the removal and replacement of playground equipment at Scott Park, New Hamburg (RFP 2017-08), with the objective of having all works completed by late June 2017.

Bidders were requested to submit proposals which included the removal/recycling of the old playground elements, the new design, the supply and installation of new CAN/CSA-Z614-14 (including Annex H) compliant equipment, and the installation of new safety surface materials.

The Township received proposals from the following eight (8) companies:

- ABC Recreation Ltd. (Paris, ON)
- Blue Imp (New Market)
- Henderson Recreation (Simcoe)
- New World Park Solutions Inc. (Brantford)
- Openspace Solutions Inc. (Waterloo)
- ParkNPlay Design Co. Ltd. (Alberta)
- Play KSL Design Inc.(Brantford)
- Play Power LT Canada Inc. (Paris, ON)

An internal selection committee consisting of staff from Facilities & Recreation Services, reviewed and evaluated the eight (8) proposals based on the following criteria:

- Project Understanding
- Experience & References
- Quality/Play Value
- Cost Proposal

A detailed review of the submissions based on the first three criteria was initially completed, followed by an evaluation of the cost proposal, to arrive at a final score for all submissions.

Strategic Plan Conformity:

Ensuring people's safety
Maintaining our infrastructure.
Providing recreational opportunities for everyone.

Financial Considerations:

The proposal from Openspace Solutions Inc., which includes all items requested in the proposal, is \$76,921.50 plus applicable taxes. The total contract cost, net of the HST rebate, will be \$78,275.32.

The Council approved 2017 Capital Budget contains \$88,000.00 for the Scott Park Playground Replacement project.

Conclusion:

The selection committee recommends that the contract for the replacement of the Scott Park Playground be awarded to Openspace Solutions Inc., for the bid price of \$76,921.50 plus applicable taxes.

Scott Nancekivell, B.Sc.
Director of Facilities & Recreation Services

Grant Whittington
Reviewed by CAO



Township of Wilmot **REPORT**

REPORT NO.	PRD-2017-06
TO:	Council
PREPARED BY:	Scott Nancekivell, Director of Facilities & Recreation Services
DATE:	May 29, 2017
SUBJECT:	RFP 2017-11 Engineered Design, Supply and Installation of a Permanent Back-up Power Supply for the New Dundee Community Centre and the St. Agatha Community Centre

Recommendation:

That Wagler Electric be awarded the contract to Design, Supply and Install a Permanent Back-up Power Supply for the New Dundee Community Centre and the St. Agatha Community Centre in accordance with their proposal dated May 17, 2017 for the bid price of \$118,025.00 plus applicable taxes.

Background:

The engineered design, supply and installation of permanent back-up power generators for both the New Dundee and St. Agatha community centres was approved as part of the 2017 budget process.

Discussion:

On May 3, 2017 the Township issued a formal request for proposal for the engineered design, supply and installation of a permanent back-up power supply for the New Dundee Community Centre and the St. Agatha Community Centre (RFP 2017-11), with the objective of having all works completed by October 31, 2017.

Proponents were asked to submit proposals that provided for an electrical design prepared by a professional electrical engineer, as well as the supply/installation of a permanent CSA rated natural gas generator complete with automatic transfer switch, sized to maximum building demand load to power the entire facility in the event of a failure within the primary power distribution system.

The Township received proposals from the following six (6) companies:

- AB Project Management & Construction (Georgetown)

- Virtual Engineers (Markham)
- Tomkol Electrical Systems Ltd. (Woodbridge)
- Supply Point Inc. (Mississauga)
- Greer Galloway Consulting Engineers (Peterborough)
- Wagler Electric (Milverton)

An internal selection committee consisting of staff from Facilities & Recreation Services, and Financial Services reviewed and evaluated the six proposals based on the following criteria:

- Project Understanding
- Experience with Similar Projects
- Project Manager
- Project Team
- Cost Proposal

A detailed review of the submissions based on the first four criteria was initially completed, followed by an evaluation of the cost proposal, to arrive at a final score for all submissions.

Strategic Plan Conformity:

Ensuring people's safety
Maintaining our infrastructure.

Financial Considerations:

The proposal from Wagler Electric, which includes all items requested in the proposal, is \$118,025.00 plus applicable taxes. The total contract cost, net of the HST rebate, will be \$120,102.24.

The Council approved 2017 Capital Budget contains \$183,250.00 for the design and installation of back-up power generators at both community centres.

Conclusion:

The selection committee recommends that the contract for the design, supply and installation of backup power generators for both the New Dundee and St. Agatha community centres be awarded to Wagler Electric, for the bid price of \$118,025.00 plus applicable taxes.

Scott Nancekivell, B.Sc.
Director of Facilities & Recreation Services

Grant Whittington
Reviewed by CAO



Township of Wilmot **REPORT**

REPORT NO.	CK 2017-04
TO:	Council
PREPARED BY:	Tracy Loch
DATE:	May 29, 2017
SUBJECT:	RFP 2017-14 Consulting Services to prepare an Arts and Culture Master Plan

Recommendation:

That TCI Management Consultants be awarded the RFP for Consulting Services to prepare an Arts and Culture Master Plan, as per their proposal dated May 5, 2017 in the amount of \$23,964.48, net of HST rebate.

Background:

This project has been identified with the approved Township of Wilmot's Strategic Plan (2013), and 10-Year capital forecast.

Discussion:

The Township issued a formal Request for Proposal (RFP) for consulting services on April 21, 2017. The Arts and Culture Master Plan is an integrated community and Council/Staff plan that will consider all aspects of tangible and intangible cultural assets within Wilmot Township. The comprehensive plan will define the goals, objectives and priorities for the municipality and will serve as a community development tool for planning and for developing a better understanding of the needs of our residents and cultural community. The Plan will broadly examine all the arts and cultural activities/features that are available in Wilmot Township, gather community and stakeholder feedback to identify aspirations and gaps, and ultimately develop an action framework to address future needs.

Report:

On May 5, 2017 the Township received proposals from the following seven (7) firms:

- Analytical Engine Interactive (Toronto)
- Cobalt Connects Creativity (Hamilton)
- 3 Guineas Business Solutions (Toronto)

- MDB Insight (Toronto)
- Museum Planning Partners (Toronto)
- Net Gain Partners (Toronto)
- TCI Management Consultants (Toronto)

These proposal submissions were reviewed and evaluated by the Arts and Culture Master Plan Steering Committee using the following criteria:

- Project Understanding
- Experience with similar projects and References
- Project Manager
- Project Team
- Price

The Arts and Culture Master Plan Steering Committee has been established and include: Tracy Loch (Curator/Director of Castle Kilbride), Scott Nancekivell (Director of Facilities & Recreation), Sherri Gropp (Assistant Curator), Mayor Armstrong, Councillor Roe, Councillor Junker, Grant Whittington (CAO) and Teresa Brown (Chair, Castle Kilbride Advisory Committee). The committee undertook a detailed review of the proposals and based on the review analysis and cumulative scores, the Steering Committee recommends that TCI Management Consultants be authorized to undertake the project.

TCI Management Consultants has extensive experience in preparing arts and culture master plans for both urban and rural municipalities. Within the past five years, TCI Management Consultants have undertaken 34 projects specifically relating to arts, culture, or heritage for many municipalities in Ontario including several within the Region of Waterloo.

Strategic Plan Conformity:

We promote our rich cultural heritage.

We support community events and celebrations.

We communicate municipal matters and engage the community.

Financial Considerations:

The approved 2017 capital budget contains \$25,000 for this project.

Conclusion:

The Arts and Culture Master Plan Steering Committee recommends that the proposal from TCI Management Consultants for \$23,964.48 net of the HST rebate, be accepted.

Tracy Loch
Curator/ Director of Castle Kilbride

Grant Whittington
Reviewed by CAO

THE CORPORATION OF THE TOWNSHIP OF WILMOT

BY-LAW NO. 2017- 23

**BY-LAW TO APPOINT
A MUNICIPAL LAW ENFORCEMENT OFFICER
FOR THE TOWNSHIP OF WILMOT**

WHEREAS Section 227, (c) of the Municipal Act, S.O. 2001, c. 25, allows for the appointment of Municipal Officers and Employees as may be necessary to carry out duties required under the Municipal Act or any Act and duties assigned by the municipality;

AND WHEREAS Section 12. 2. of the Dog Owners Liability Act, R.S.O. 1990, Chapter D.16, allows for the appointment of Peace Officers;

AND WHEREAS Section 4 of Livestock, Poultry and Honey Bee Protection Act Section 4, allows for the appointment of Livestock Valuers;

AND WHEREAS it is considered necessary and expedient to provide for the appointment of Municipal By-Law Enforcement Officers, Animal Control Officers, Peace Officers and Livestock Valuers in the Township of Wilmot;

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

1. That Keaton Foster be appointed as a Municipal Law Enforcement Officer, Animal Control Officer, Livestock Valuer and Peace Officer for the Township of Wilmot, for the term commencing June 5 to August 11, 2017.
2. This By-law shall come into force and effect upon passage.

READ a first and second time this 29th day of May, 2017.

READ a third time and finally passed this 29th day of May, 2017.

Mayor

Clerk