



TOWNSHIP OF WILMOT

Council Meeting Agenda

Monday, November 5, 2018

Closed Council Meeting

Wilmot Community Room

6:30 P.M.

Regular Council Meeting

Council Chambers

7:00 P.M.

1. MOTION TO CONVENE INTO CLOSED SESSION

Recommendation

THAT a Closed Meeting of Council be held on Monday, November 5, 2018 at 6:00 p.m. in accordance with Section 239 (2) (c) of the Municipal Act, 2001, for the purposes of considering the following matters:

(c) proposed or pending acquisition disposition of land by the municipality.

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 October 1, 2018

Recommendation

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

Council Meeting October 1, 2018.

7. PUBLIC MEETINGS – none scheduled

8. PRESENTATIONS/DELEGATIONS

**8.1 Arts & Culture Master Plan
TCI Management Consultant
Jon Linton**

8.1.1 REPORT NO. CK 2018-04

Approval of the Arts & Culture Master Plan

Recommendation

THAT as per the recommendation of the Master Plan Steering Committee, the Arts and Culture Master Plan dated November 5, 2018 prepared by TCI Management, be endorsed.

9. REPORTS

9.1 CAO – no reports

9.2 CLERKS

9.2.1 REPORT NO. CL 2018-19

By-Law Quarterly Activity Report

July 1st to September 30th, 2018

Recommendation

THAT the Enforcement Activity Report for July 1, 2018 to September 30, 2018 be received for information purposes.

9.3 FINANCE

9.3.1 REPORT NO. FIN 2018-33

St. Agatha Drain 2015 – Actual Cost By-Law

Recommendation

THAT Report FIN 2018-33, prepared by the Director of Finance, relative to the St. Agatha Drain 2015, be received for information purposes.

9.3.2 REPORT NO. FIN 2018-34

Consultant Selection for the Development Charges Study

Recommendation

THAT the consulting services for the completion of the 2019 Development Charges Background Study be awarded to Watson & Associates Economists Ltd. for the upset limit of \$28,170, plus HST.

9.3.3 REPORT NO. FIN 2018-35

Drain Maintenance Levy 2017/2018

Recommendation

THAT Report FIN 2018-35, prepared by the Director of Finance, regarding the levy of maintenance costs for various drains, be received for information purposes.

9.4 PUBLIC WORKS

9.4.1 REPORT NO. PW 2018-19

**Public Works 3rd Quarter Operations Activity Report
July – September 2018**

Recommendation

THAT the Public Works – Operations 3rd Quarter Activity Reports for the months of July, August and September 2018 be received for information.

9.5 DEVELOPMENT SERVICES

9.5.1 REPORT NO. DS 2018-26

3rd Quarterly Building Statistics

Recommendation

THAT Report DS 2018-26 be received for information.

9.5.2 REPORT NO. 2018-27

John and Barbara Cochrane

152 Foxboro Drive, Foxboro Green

Recommendation

THAT the amending agreement by Robson Carpenter LLP for John and Barbara Cochrane affecting Unit 34, Level 1 of Waterloo Standard Condominium Plan No. 365, to reduce the rear yard setback from 3.5m to 1.97m be approved and that the Mayor and Clerk be authorized to execute said agreement, subject to the following:

1. That any legal fees incurred by the Township through review and registration of the agreement be borne by the applicant.

9.6 FACILITIES AND RECREATION SERVICES

9.6.1 REPORT NO. PRD 2018-06

Award of Tender – Replace Tennis Court Lighting

Sir Adam Beck Community Park

Recommendation

THAT Clarke Multi-Trade Contractors Inc. be awarded the tender for the supply, delivery and installation of new tennis court lighting fixtures and poles at Sir Adam Beck Community Park in Baden, for the bid price of \$40,169.39 plus applicable taxes.

9.6.2 REPORT NO. PRD 2018-07

RFP 2018-15

Constitution Park Playground Equipment

Recommendation

THAT Blue Imp Recreational Products Canada be awarded the contract for the removal and replacement of playground elements and safety surface materials at Constitution

Park, New Hamburg as per their proposal received on October 19, 2018 for the bid price of \$53,988.00, plus applicable taxes.

9.6.3 REPORT NO. 2018-08

Facilities & Recreation Services Quarterly Activity Reports

Recommendation

THAT the Facilities & Recreation Services Activity Report for the third quarter of 2018 be received for information.

9.7 FIRE

9.7.1 REPORT NO. FD 2018-06

Quarterly Activity Report

Recommendation

THAT the Fire Department Activity Report for the third quarter of 2018 be received for information purposes.

9.8 CASTLE KILBRIDE

9.8.1 REPORT NO. CK2018-05

Quarterly Activity Report – July, August & September 2018

Recommendation

THAT the Castle Kilbride Activity Report for the months of July, August and September 2018 be received for information purposes.

10. CORRESPONDENCE

**10.1 AMO – The Federal Gas Tax Fund 2017 Annual Report
Part One**

**10.2 Grand River Conservation Authority - GRCA Current, October
2018**

Recommendation

THAT Correspondence 10.1 and 10.2 be received for information.

11. BY-LAWS

**11.1 By-Law No. 2018-48 - St. Agatha Drain 2015
Being an Actual Cost By-Law to Amend By-Law No. 2015-54**

**11.2 By-Law No. 2018-49 - To Provide for the Levy of Drain Maintenance
Costs on Various Drainage Works in the
Township of Wilmot in the Regional
Municipality of Waterloo**

Recommendation

THAT By-Law Nos. 2018-48 and 2018-49 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. 2018-50

Recommendation

THAT By-law No. 2018-50 to Confirm the Proceedings of Council at its Meeting held on November 5, 2018 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, October 1, 2018

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 D. Mittelholtz, Deputy Clerk T. Murray, Director of Public Works J. Molenhuis, Director of Facilities and Recreation Services S. Nancekivell, Director of Development Services H. O'Krafka, Fire Chief R. Leeson, Manager of Planning / EDO A. Martin, Manager of Accounting A. Romany

1. MOTION TO CONVENE INTO CLOSED SESSION

Resolution No. 2018-165

Moved by: M. Murray

Seconded by: B. Fisher

THAT a Closed Meeting of Council be held on Monday, October 1, 2018 at 6:30 p.m. in accordance with Section 239 (2) (c) of the Municipal Act, 2001, for the purposes of considering the following matters:

(c) proposed or pending acquisition disposition of land by the municipality.

2. MOTION TO RECONVENE IN OPEN SESSION

Resolution No. 2018-166

Moved by: M. Murray

Seconded by: B. Fisher

THAT Council 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 September 10, 2018

Resolution No. 2018-167

Moved by: A. Junker

Seconded by: P. Roe

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

Council Meeting September 10, 2018.

CARRIED.

7. PUBLIC MEETINGS

7.1 REPORT NO. DS 2018-23

Zone Change Application 10/18

Country Lane Builder / Mia Schaefer

Part Mill Property, Plan 628

Part of Lot 6, Concession 3, Block A

76 Alderview Drive, New Dundee

Resolution No. 2018-168**Moved by:****Seconded by:**

THAT Zone Change Application 10/18 made by Country Lane Builders / Mia Schaefer, affecting Part Mill Property, Plan 628 and Part of Lot 6 Concession 3, Block A, to permit a residential building – duplex be approved.

CARRIED.

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

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

The Manager of Planning/EDO outline the report.

Mayor L. Armstrong asked if there were questions of a technical nature from Council. There was none.

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

8. PRESENTATIONS/DELEGATIONS**9. REPORTS**

9.1 CAO – no reports

9.2 CLERKS – no reports

9.3 FINANCE

9.3.1 REPORT NO. FIN 2018-30

Trust Fund By-Law Amendment

Resolution No. 2018-169**Moved by: M. Murray Seconded by: J. Gerber**

THAT Report FIN 2018-30, prepared by the Director of Finance, regarding the amendment Trust Fund By-Law 2016-44 be received for information purposes.

CARRIED.

Councillor B. Fisher asked what the current balance is in the trails trust fund account and the Director of Finance advised that there is approximately \$45,000. The Director of Finance clarified the funds are allocated for trail development.

9.3.2 REPORT NO. FIN 2018-31

Statement of Operations as of September 25, 2018 (un-audited)

Resolution No. 2018-170**Moved by: P. Roe Seconded by: M. Murray**

THAT the Statement of Operations as of September 25, 2018, as prepared by the Manager of Accounting, be received for information purposes.

CARRIED.

Councillor B. Fisher asked for clarification on Item 5, Municipal Elections and the Director of Clerk's Services advised that this allows for the removal of voter's that have passed away.

9.3.3 REPORT NO. FIN 2018-32

Capital Program Review as of September 25, 2018 (un-audited)

Resolution No. 2018-171**Moved by: A. Junker Seconded by: P. Roe**

THAT the Capital Program Review as of September 25, 2018, as prepared by the Manager of Accounting, be received for information purposes.

CARRIED.

Councillor A. Junker asked if the location of the digital sign in Mannheim has been determined and the Director of Clerk's Services advised that the location is being confirmed for Wi-Fi capabilities and Regional approval.

Councillor A. Junker asked for an update on the Flood Relief application and the Director of Finance advised that the program is structured in such a way that the Township is required to reach a spending level prior to submission; however, the project costs are now coming in which allows us to complete the application.

Councillor A. Junker asked for an update on the both the Holland Mills and Bridge Street bridge repairs and the Director of Public Works advised that the Bridge Street bridge is anticipated to be completed earlier than schedule while the Holland Mills bridge is slightly behind schedule; however, it will be complete by the end of the year.

Councillor A. Junker asked for an update on the tree reforestation in Schmidt Woods and the Director of Facilities and Recreation Services advised that it is scheduled for this fall.

Councillor B. Fisher asked for clarification surrounding the sale of the tanker truck in particular, if there is a way to have a higher revenue return on the sale of decommissioned vehicles and the Director of Finance advised that the return through the auction process has proven to be more successful than anticipated.

9.4 PUBLIC WORKS – no reports

9.5 DEVELOPMENT SERVICES – no additional reports

9.6 FACILITIES AND RECREATION SERVICES – no reports

9.7 FIRE – no reports

9.8 CASTLE KILBRIDE – no reports

10. CORRESPONDENCE

10.1 Grand River Conservation Authority September 2018 Current

Resolution No. 2018-172

Moved by: M. Murray Seconded by: B. Fisher

THAT Correspondence 10.1 be received for information purposes.

CARRIED.

11. BY-LAWS

- 11.1 By-law No. 2018-44 – Zone Change Application 10/18, Country Lane Builders / Mia Schaefer, Part Mill Property, Plan 628, Part of Lot 6, Concession 3, Block A, 76 Alderview Drive, New Dundee**
- 11.2 By-law No. 2018-45 – Being a By-law to Amend the Trust Fund By-Law 2016-44 of the Township of Wilmot**
- 11.3 By-law No. 2018-46 - By-Law to Appoint a Municipal Enforcement Officer**

Resolution No. 2018-173

Moved by: J. Gerber Seconded by: A. Junker

THAT By-Law Nos. 2018-44, 2018-45 and 2018-46, be read a first, second and third time and finally passed in Open Council.

CARRIED.

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

- 13.1** Councillor B. Fisher asked for a completion date for the repair of the doors at the Wilmot Recreation Complex and the Director of Facilities and Recreation Services advised that the order has been placed and delivery is expected 8-10 weeks.
- 13.2** Councillor A. Junker asked if staff have considered removal of the ATM from the Wilmot Recreation Complex considering this is the second time it has been stolen

resulting in damage to the facility. The Director of Finance advised that there has been an internal discussion and the contract will be terminated.

- 13.3** Councillor J. Gerber advised of the annual community outdoor movie night occurring on Thursday at 7:30, with admission by donation for the food bank. The movie this year will be Incredibles 2.
- 13.4** Councillor P. Roe advised that once again the Poor Boys lunch was a success.
- 13.5** Councillor A. Junker advised that the New Dundee Board of Trade fish fry was very successful with over 500 people in attendance.
- 13.6** Mayor L. Armstrong echoed the successes and noted this community is very supportive of community fundraising and special events and we are very fortunate.

14. BUSINESS ARISING FROM CLOSED SESSION

14.1 Confidential Report No. DS 2018-24

Musselman Trail Proposal

Resolution No. 2018-174

Moved by: A. Junker Seconded by: M. Murray

THAT Council accept the generous donation of lands for a future trail and trail head from the Musselman family, with the costs associated with preparing and registering the reference plan and preparing and registering the deed being borne by the proponents.

CARRIED.

Councillor P. Roe and Councillor A. Junker thanked the Musselman family for their generous donation and Mayor L. Armstrong echoed the thanks and advised that many Wilmot and outlying citizens will enjoy these lands for many years.

15. CONFIRMATORY BY-LAW

15.1 By-law No. 2018-47

Resolution No. 2018-175

Moved by: A. Junker Seconded by: P. Roe

THAT By-law No. 2018-47 to Confirm the Proceedings of Council at its Meeting held on October 1, 2018 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

16. ADJOURNMENT (7:34 P.M.)

Resolution No. 2018-176

Moved by: M. Murray Seconded by: B. Fisher

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

CARRIED.

Mayor

Clerk



**Township
of Wilmot**

**Arts & Culture
Master Plan**

**Putting The
Pieces Together**



PHOTO CREDIT: Castle Kilbride



PHOTO CREDIT: The Community Players of New Hamburg



PHOTO CREDIT: Wilmot Terry Fox Run





PHOTO CREDIT: Castle Kilbride

Presentation Agenda

- a bit of background: what the project was about and what we did
- The Master Plan:
 - *a Vision for culture*
 - *recommendations*
 - *implementation*



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Arts & Culture
Master Plan

Putting The
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Scope of Work (from RFP)

- **The Arts and Culture Master Plan shall be an *integrated community and Council/Staff plan* that considers *all aspects of tangible and intangible cultural assets* within Wilmot Township. The comprehensive plan shall *define the goals, objectives and priorities for the municipality* and serve as a *community development tool* for planning and for developing a better understanding of the needs of our residents and cultural community.**

Master Plan

Putting The
Pieces Together

Specific Study Objectives

- To develop a Master Plan that will guide the municipality's investment in arts, culture and heritage activities
- Plan is to cover a 5-year period, but set direction for the next decade
- Note that guiding philosophy is that the municipality is a partner with the community in the development of the plan
- Role is to be responsive to the community and supportive of arts and culture aspirations, but not to provide everything directly

Very Active and Engaged Steering Committee

- **Tracy Loch** (Curator/Director, Castle Kilbride)
- **Mayor Les Armstrong**
- **Councillor Peter Roe** (*also a member of the Heritage Wilmot Advisory Committee)
- **Councillor Al Junker** (*also a member of the Heritage Wilmot Advisory Committee)
- **Grant Whittington** (CAO)
- **Scott Nancekivell** (Director of Facilities and Recreation)
- **Sherri Gropp** (Assistant Curator)
- **Mary-Eileen McClear** (Resident; Castle Kilbride Advisory Committee)

Very Active and Engaged Steering Committee

... and we would like to thank them very much for their advice, guidance and patience throughout the process!

Note: the final plan presented here was unanimously endorsed by the Steering Committee!



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Arts & Culture
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Study Process

Phase 1 –
Data Collection &
Situation Analysis



Phase 2 –
Strategy
Development



Phase 3 –
Implementation



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**Putting The
Pieces Together**

“Cast the Net Wide”

- Wanted to ensure that **everyone** is aware of the development of the strategy ...and that **everyone** has an opportunity to participate
- So:
 - *active social media plan*
 - *community survey (234 responses)*
 - *business and organization survey (25 responses representing 800 employees)*
 - *appearances at community events (several)*
 - *Town hall / public meetings*

of Wilmot


Arts & Culture
Master Plan

Putting The
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High Level Findings

- **strong identification with community; sense of rural friendliness and ‘small town’ feeling**
- **very high regard for current activities of the municipality: staff, activities and facilities**
- **municipality compares very well with comparables in terms of arts and culture provision**
- **desire to see continuation of active arts and culture set of activities; desire for more**
- **lack of awareness of full set of programs and activities available**
- **acknowledgement that community is changing: growing, more diverse**

[illegible]



“Just keep doing what you are doing! I will try to take better advantage of all the opportunities!”

- from the community survey



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Implications for the Master Plan



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A Vision for Culture

The Township of Wilmot will continue to develop, nurture, support and celebrate its vibrant cultural community and the diverse arts and rich heritage which together form a cornerstone of its unique rural identity.



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Master Plan**

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Typical Areas of Involvement in a Master Plan

Area of Municipal Involvement	Description and Rationale
Community Support	
1) Facilities Provision	This role involves the municipality making various facilities for arts and culture activities available to the public (e.g. museum, library, ¹ arts centre)
2) Programs and Services Provision	Here the municipality directly provides arts, culture and heritage-related programs and activities to the public.
3) Organizational Support	Here the municipality supports (through funding, or the provision of staff or in-kind support services) not-for-profit organizations in the community who themselves provide arts, culture and heritage-related services and programs.
4) Festivals and Events	This role involves the municipality providing support in the development, operation, and marketing of special events for the community.
5) Information Sharing and Coordination	Here the municipality may be involved in the sharing of information between various arts organizations and the general public, and may play a role in helping to coordinate such activities.
Economic Development Support	
6) Marketing and Tourism Promotion	This area of support involves the municipality promoting the area to visitors and tourists, which expands the potential audience for arts and culture activities in the community.
7) Creative Industry Sectorial Support	Through its economic development arm, the municipality actively promotes the establishment and expansion of creative industries as a sustainable sector of the local economy.

Planning Parameters

- **timeframe:** 5-year plan:
 - *short-term: 2019, 2020*
 - *medium-term: 2021, 2022*
 - *long-term: 2023*
- **financial and HR parameters:**
 - *short-term: within existing budget envelopes*
 - *medium-term: modest increase in budget*
 - *long-term: modest increment in budget*

Organization of Strategy

A) Validate and continue existing activities:
16 recommendations

B) Begin new activities: 3 recommendations



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Recommendations / Strategies / Actions:

Facility Provision and Places/Spaces

1. Continue to encourage and promote **greater use of public spaces and facilities** for arts, culture, and heritage activities.
2. Continue to maintain and promote existing **inventory of available facilities, features, and contact persons** (e.g. places of worship, schools, community halls, etc.) Ensure that these are featured on the portal (see new actions).
3. Continue to maintain and update existing **municipal heritage designation** listing and interpretation.
4. Continue to explore the appropriateness of identifying and designating **Scenic Road Corridors and Cultural Heritage Landscapes** as per the Township-approved Official Plan.
5. Continue to promote community awareness of the **Township Archives**.

Recommended Strategies / Actions:

Program & Service Provision

6. Continue to respond to community needs through the **direct provision of programs.**
7. Continue to support more programs that involve **youth** as per the approved Parks, Facilities, and Recreation Services Master Plan.
8. Continue to support **intergenerational programming.**
9. Continue to promote the '**Story of Wilmot**' approach to interpretation.

Arts & Culture
Master Plan

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Recommended Strategies / Actions:

Organizational Support

10. Continue **on-going support of arts, culture and heritage organizations** (through funding, in-kind support, facilities support, etc.)
11. Continue to improve the provision of information available to organizations regarding **municipal requirements and support services available for events.**
12. Continue to provide **capacity-building support for community organizations** (in partnership with others in the Region).

Recommended Strategies / Actions:

Festivals & Events

13. Continue to **support existing and future festivals and events** to ensure a continuing and fresh offering to residents and visitors.



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Arts & Culture
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Recommended Strategies / Actions:

Marketing and Promotion

14. Continue to work with **Waterloo Regional Tourism Marketing Corporation (WRTMC)** to be pro-active and current in promoting what Wilmot has to offer throughout the Region (and beyond).
15. Continue and expand on-going efforts by developing **more murals and public art.**
16. Continue to develop and promote a **rural tourism strategy** (possibly in combination with other rural lower tier municipalities in Region and with WRTMC).

Recommended Strategies / Actions:

New Activities

17. Program and Service Provision: Explore programs relating to and celebrating the **diversity of cultures** in Wilmot. (L)

18. Information and Coordination: Ensure that there is widespread awareness on the part of all arts, culture and heritage groups in Wilmot, of the **WRTMC's information and awareness portal**. (S-M)

19. Creative Industry Sector Support: Develop **a Public Art Policy**. (M)

General Resource Implications

Short-Term

- no financial (budget) implications
- some re-alignment of staff time

Medium-Term

- modest budget implications
- further re-alignment of staff time (possibly some increase)

Long-Term

- additional staffing and budget implications



Township
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Arts & Culture
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Q & A



PHOTO CREDIT: Jon Linton, TCI

Putting The
es Together



Township of Wilmot ***REPORT***

REPORT NO. CK2018-04

TO: Council

PREPARED BY: Tracy Loch, Curator/ Director

DATE: November 5, 2018

SUBJECT: Approval of the Arts and Culture Master Plan

Recommendation:

That as per the recommendation of the Master Plan Steering Committee, the Arts and Culture Master Plan dated November 5, 2018 prepared by TCI Management, be endorsed.

Background:

This project was identified within the approved Township of Wilmot's Strategic Plan (2013), and Ten-year capital forecast. The Arts and Culture Master Plan is an integrated community and Council/Staff plan that considers all aspects of tangible and intangible cultural assets within the Township of Wilmot.

An Arts and Culture Master Plan Steering Committee was formed on April 26, 2017 for this project which included: Curator/Director Tracy Loch, Mayor Les Armstrong, CAO Grant Whittington, Councillor/Heritage Wilmot member Al Junker, Councillor/Heritage Wilmot member Peter Roe, Director of Facilities & Recreation Services Scott Nancekivell, Assistant Curator Sherri Gropp and Castle Kilbride Advisory Committee member Mary-Eileen McClear. The committee reviewed and evaluated proposals, and selected a consultant to undertake the master planning process.

On May 29, 2017 Wilmot Council approved a staff report (CK2017-04) recommending that TCI Management Consultants be awarded the contract to develop an Arts and Culture Master Plan for the Township of Wilmot.

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.

Discussion:

The purpose of the Arts and Culture Master Plan is to define the goals, objectives and priorities for the municipality for a five-year period, which will also 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 broadly examines all the arts and cultural activities/features that are available in Wilmot Township by the gathering of community and stakeholder feedback to identify aspirations and gaps, and ultimately develop the action framework to address future needs.

To enhance the master plan, the committee created a very unique logo that featured many recognizable Wilmot images. In addition to this, an engaging short video was also created and promoted by the committee to engage residents and business owners to participate.

Throughout this project, the Steering Committee was intricately involved and met five times with the consultants (along with conference calls) to discuss/review the project, provide guidance and feedback throughout the various stages of the plan development. A considerable amount of research, data collection and public consultation by TCI Management, along with review by the Arts and Culture Steering Committee has gone into the preparation of this final document. (See attached). TCI Management will be in attendance to present the Arts and Culture Master Plan and respond to any questions.

Strategic Plan Conformity:

We promote our rich cultural heritage and support community events and celebrations.
We communicate municipal matters and engage the community.

Financial Considerations:

Though nothing specific is identified at this time, any works of a minor capital nature would be reflected within the annual operating budget proposals; while larger works of a capital nature would be included within the 10-year Capital Program.

The plan does not forecast any needs from staffing resource perspective; therefore, level of service requests and the associated payroll expense impacts are not anticipated for the upcoming 5-year term.

Conclusion:

The Steering Committee is pleased to present Wilmot Township's first ever Arts and Culture Master Plan for Council's endorsement. At the October 17, 2018 meeting, the Arts and Culture Steering Committee endorsed the final document. Once approved by Council, staff will integrate the recommended actions within the annual work plans.

Tracy Loch
Submitted by Curator/ Director

Grant Whittington
Reviewed by Chief Administrative Office



Township of Wilmot **REPORT**

REPORT NO. CL2018-19

TO: Council

PREPARED BY: Erin Merritt, Senior Municipal Law Enforcement Officer

DATE: November 5, 2018

SUBJECT: By-law Enforcement Quarterly Activity Report,
July 1st to September 30th, 2018

Recommendation:

THAT the Enforcement Activity Report for July 1, 2018 to September 30, 2018 be received for information purposes.

Background:

Type of Call	July/Sept 2017	July /Sept 2018
Property Standards/Clean Yards	13	20
Parking/Traffic	17	61
Animal Control Complaints	19	40
Noise Complaints	9	16
Fire Complaints	11	17
Grass and Weeds	3	16
Signs	1	13
General Inquires	51	51
Dumping	1	1
Zoning	1	1
Pools	0	1
Fences	2	2
Graffiti	0	1

Breakdown of Activities:**Property Standards and Clean Yard:**

- 20 properties were investigated by the Township
- 16 have complied under the by-law, 4 working with owners to gain compliance

Parking/Traffic:

- 115 warnings were issued (Mainly back to school in fire route or at special events)
- 64 parking tickets were issued
- We received numerous complaints about recreational trailers being parked on roads, staff is conducting a review of the bylaw to address these issues

Animal Control:

- 2 dogs were impounded
- 15 warnings given for dogs running at large, no tickets issued

Noise Complaints:

- 16 complaints investigated ranging from loud stereos, barking dogs, noisy vehicles, construction noise
- all complaints have been investigated and appropriate warnings have been issued, no tickets issued

Fire Complaints:

- 17 complaints regarding open burning/burning without a permit, warnings were given
- 1 tickets issued for failing to adhere to the permit requirements

Grass and Weeds

- 16 complaints received
- All are in compliance, 2 properties were cut by a contractor and billed to the property owner

Signs:

- 13 complaints received
- the complaints were investigated and the signs were removed/relocated by voluntary compliance by the property owners (many complaints were regarding campaign signs)
- ongoing monitoring of illegal signage is occurring and removal carried out on a regular basis by By-law (182 signs removed this quarter by By-law Officers)

Dumping

- 1 illegal dumping call investigated, no debris was found on Puddicombe Rd.

Pool

- 1 pool complaint investigated and brought into compliance by owner

Graffiti:

- 1 complaint investigated, offender spoken too and graffiti removed

Discussion:

N/A

Strategic Plan Conformity:

This report is aligned with the Strategic Plan goals of communicating municipal matters and strengthening customer service.

Financial Considerations:

N/A

Conclusion:

That the report be received for information purposes.

Erin Merritt
Prepared by
Senior Municipal Law Enforcement Officer

Dawn Mittelholtz
Submitted by
Director of Clerk's Services

Grant Whittington
Reviewed by
Chief Administrative Officer



Township of Wilmot **REPORT**

REPORT NO.	FIN 2018-33
TO:	Council
PREPARED BY:	Patrick Kelly CPA, CMA Director of Finance
DATE:	November 5, 2018
SUBJECT:	St Agatha Drain 2015 – Actual Cost By-Law

Recommendation:

That Report FIN 2018-33, prepared by the Director of Finance, relative to the St Agatha Drain 2015, be received for information purposes.

Background:

By-Law 2015-54, authorized the completion of drainage works known as the St Agatha Drain 2015, as per the Engineer's Report dated August 6, 2015, prepared by K. Smart & Associates Limited.

The Township issued a tender for the construction, which was awarded to Robinson Farm Drainage, as per Council Report PW 2016-17.

Discussion:

The engineering and construction works for the St Agatha Drain 2015 have now been completed. K. Smart & Associates Limited has provided all necessary documentation on final costs and the assessment schedule for the final cost levy on the drain.

As per the Drainage Act, Council is required to pass an actual cost by-law to levy the final costs for drain construction. This draft by-law (2018-48) has been included in this agenda package.

Strategic Plan Conformity:

This report is aligned with the strategy having a prosperous economy through thriving agriculture and agri-business.

Financial Considerations:

Under the Drainage Engineer's Report dated, August 6, 2015, and as amended by the Order of the Drainage Tribunal dated May 11, 2016, the cost for construction and engineering was estimated at \$568,560.00, including allowances. The actual cost including allowances totaled \$574,275.04.

The Township has been assessed \$32,897.59 in costs associated with this drain construction. These funds were budgeted under the 2016 Capital program and were previously funded from the 2016 capital levy.

All assessments to landowners, the Region of Waterloo and the OMAFRA grant application will be issued upon passage of the by-laws.

Conclusion:

Upon Council's approval of by-law 2018-48, staff will prepare and issue billing to the property owners and the Region of Waterloo.

Patrick Kelly CPA, CMA
Prepared/Submitted by Director of Finance

Jeff Molenhuis P. Eng.
Submitted by Director of Public Works

Dawn Mittelholtz
Submitted by Director of Clerk's Services

Grant Whittington
Reviewed by Chief Administrative Officer



Township of Wilmot **REPORT**

REPORT NO. **FIN 2018-34**

TO: **Council**

PREPARED BY: **Patrick Kelly CPA, CMA**
 Director of Finance

DATE: **November 5, 2018**

SUBJECT: **Consultant Selection for Development Charges Study**

Recommendation:

That the consulting services for the completion of the 2019 Development Charges Background Study be awarded to Watson & Associates Economists Ltd. for the upset limit of \$28,170, plus HST.

Background:

In accordance with Section 9 of the Development Charges Act, 1997 S.O. 1997, Chapter 27, a development charge by-law expires five (5) years after the day it comes into force. The Township of Wilmot's existing By-Law (2014-34) expires on August 31, 2019.

Similar to Wilmot, the DC by-laws for Wellesley, Woolwich and North Dumfries are also expiring within fiscal 2019. Given the recent success of joint tendering, an RFP was issued for consulting services to complete DC Background Studies and By-laws for all four (4) Townships.

In preparation for the 2019 fiscal year, staff initiated the Request for Proposal (RFP) in the fall of 2018.

Discussion:

Bid documents were posted on the Township's online bidding platform, and a total of three (3) consulting firms submitted proposals.

Watson & Associates Economists Ltd (Mississauga)
DFA Infrastructure International Inc. (St Catherines)
Hemson Consulting Ltd. (Toronto)

Under the RFP, proponents were invited to submit proposals with separate pricing for each municipality, and each municipality had the opportunity to award contracts independently to the consultant of their choice.

The selection committee for this RFP consisted of Directors of Finance from each of the four (4) Townships, and evaluations were based upon the following criteria:

- approach/methodology;
- experience/references,
- team structure and qualification

Following the technical evaluations, scoring from the cost proposals was incorporated, and a meeting was held with all four (4) municipalities providing input.

Based on the independent evaluations, and subsequent discussions, Watson & Associates Economists Ltd. was selected by the majority of municipalities as the best firm to complete the 2019 DC Background Study.

Watson provided consulting services on the previous DC Background Study for Wilmot, and Woolwich; while Hemson completed the 2014 study in Wellesley and North Dumfries. Watson has a history of completing and defending Development Charges studies and by-laws. In Wilmot's experience, staff were pleased with their professionalism and expertise.

Strategic Plan Conformity:

This report is aligned with the corporate value of being "forward thinking" through planning for future growth, and developing mechanisms to assist in maintaining infrastructure associated with this growth. In addition, periodic updates to the Development Charges rates help to ensure the sustenance of quality of life for the community.

Financial Considerations:

Funding for this study will be provided from the 2019 capital budget, with the development charges study reserve fund covering the majority of the consulting fees, and the balance funded from general levy.

Conclusion:

Upon Council's approval, staff will initiate the contract with Watson & Associates Economists Ltd and commence the study with a target completion date at the end of July 2019. A complete Development Charges Background Study and By-law will be submitted to Council for approval in August 2019.

Patrick Kelly CPA, CMA
Prepared/Submitted by Director of Finance

Grant Whittington
Reviewed by Chief Administrative Officer



Township of Wilmot **REPORT**

REPORT NO. **FIN 2018-35**

TO: **Council**

PREPARED BY: **Patrick Kelly CPA, CMA**
 Director of Finance

DATE: **November 5, 2018**

SUBJECT: **Drain Maintenance Levy 2017/2018**

Recommendation:

That Report FIN 2018-35, prepared by the Director of Finance, regarding the levy of maintenance costs for various drains, be received for information purposes.

Background:

Under Section 74 of the Drainage Act RSO 1990 Chapter D.17, The Township of Wilmot is responsible for the maintenance of drains constructed under Township By-laws passed under the Drainage Act. The cost of drain maintenance is to be levied to lands and roads upstream of the point of maintenance in accordance with the current By-law applicable to the drain.

Discussion:

Within 2017 and early 2018, drain maintenance works were completed on the Straus Municipal Drain, Biesel Drain (Main Drain) and the Cook Drain (Weicker Branch). These works included drain cleanouts and catch basin repairs, as outlined within Schedule A of the By-law.

A levy by-law has been prepared to levy the associated costs to the assessed lands and roads of each drain, in accordance with the provisions of the applicable Engineer's Report and By-Law, which adopted the Report. The levying by-law has been prepared, and is included within this Council package for Council approval.

Strategic Plan Conformity:

This report is aligned with the strategy maintaining our infrastructure, as well as protecting farmland and green space.

Financial Considerations:

The combined cost of drain maintenance for all three (3) drains was \$41,850.93. The assessment of these costs has been captured in Schedule B of the by-law, and an application for 1/3 grant funding from OMAFRA for eligible properties, totaling \$12,392.35, will be submitted upon passage of the by-law.

As per the levying by-law, the Township of Wilmot has been allocated \$297.51 for the Biesel Drain and \$1,711.28 for the Cook Drain. This combined assessment of \$2,008.78 will be funded through the 2018 Municipal Drains operating budget.

Conclusion:

Upon Council's approval of the by-law, staff will commence billing of the maintenance and repair assessments to the property owners, as outlined in Schedule B.

Patrick Kelly CPA, CMA
Prepared/Submitted by Director of Finance

Jeff Molenhuis P. Eng
Submitted by Director of Public Works

Dawn Mittelholtz
Submitted by Director of Clerks Services

Grant Whittington
Reviewed by Chief Administrative Officer



Township of Wilmot **REPORT**

REPORT NO. PW-2018-19

TO: Council

PREPARED BY: Jeff Molenhuis, Director of Public Works

DATE: November 5, 2018

SUBJECT: Public Works 3rd Quarter Operations Activity Report
July – September 2018

ATTACHMENT 1 – Operations Activity Report (UT)
ATTACHMENT 2 – Operations Activity Report (RDS)

Recommendation:

THAT the Public Works-Operations 3rd Quarter Activity Reports for the months of July, August and September 2018 be received for information.

Background:

Public Works staff report Operations activity to Council on a quarterly basis.

Discussion:

The summaries attached highlight the activities of Public Works-Operations for the 3rd Quarter of 2018. Public Works-Operations departments have been focused on summer maintenance programs, summer/fall road building and construction schedules and completing minor capital work in each department.

Strategic Plan Conformity

The Township of Wilmot is an engaged community through communication of municipal matters.

Financial Considerations:

There are no financial considerations as a direct result of this report.

Conclusion:

That report PW 2018-19 be received for information.

Jeff Molenhuis

Prepared/Submitted by Director of Public Works

Grant Whittington

Reviewed by Chief Administrative Officer

**Public Works-Operations
Activity Report – 2018 3rd Quarter (July-September)**

UTILITIES

Training	<ul style="list-style-type: none"> Regulatory, operational, H&S Training is carried out routinely Confined Space Entry level 2 training completed by all staff attending Staff attended JHSC level 2 certification course H&S processes being used for morning rollout, monthly department health and safety meetings implemented
Operations & Maintenance	<ul style="list-style-type: none"> Hydrant maintenance program completed June/August Watermain flushing program completed Sept. Fire Hydrant painting commenced July
Claims Investigations	<ul style="list-style-type: none"> No claims investigated in this quarter
Locates Processed	<ul style="list-style-type: none"> 122 underground locate requests completed for 360 Feedback per regulation
Meter installs/change-outs/inspections	<ul style="list-style-type: none"> Water meter performance – 12 repairs Water meter inspections – 25
Water Quality/ Adverse Reports	<ul style="list-style-type: none"> Routine daily/weekly sampling, testing and reporting Power outage in New Dundee, flushed and sampled
Water Main Breaks/Excavation	<ul style="list-style-type: none"> Main break response and repairs – 9 Water service investigation and repair – 5
Sanitary Main/Lateral Blockages	<ul style="list-style-type: none"> Service lateral /blockage repairs – 2 Routine flushing maintenance, preventative maintenance on sanitary mains
Lift Stations	<ul style="list-style-type: none"> Routine high level event response – 2 Sustained high level event with relief – 2 Routine pump maintenance and repair – 1
Fleet & Equipment	<ul style="list-style-type: none"> Routine and preventative maintenance by staff (oil changes, washing) Vehicle safety inspections by staff Working on specs for sidewalk unit
DWQMS	<ul style="list-style-type: none"> Continued water quality testing, result analysis and integration into reporting
Winter Control (Sidewalks and Parking Lots)	<ul style="list-style-type: none"> No winter control during summer months; staff meeting with contractors to discuss salt supply from regional shortage. Review sidewalk unit options.

**Public Works-Operations
Activity Report – 2018 3rd Quarter (July- September)**

ROADS

Training	<ul style="list-style-type: none"> • Winter maintenance training planning for October
Minimum Maintenance Standards (MMS)	<ul style="list-style-type: none"> • Rollout health and safety forms being used for morning work orders, monthly department health and safety meetings implemented • Weekly road patrol undertaken in rural • Planning for sign retro-reflectivity testing and sign replacements • Evaluating new MMS requirements based on 2018 update, including integrating winter control sidewalk inspections and encroachment requirements
Speed Sign	<p>Active install locations:</p> <ul style="list-style-type: none"> • Arnold St July 10-19 • Victoria St New Hamburg East bound July 20-Aug 10 • Mannheim Rd South bound. Aug 10-29 • Livingston Blvd NW bound. Sept 4- 11 • Haysville Community Centre East bound. Sept 12-21 • Hamilton Rd New Hamburg South bound. Sept 27- Oct 9 • Oxford/ Waterloo Rd bridge over the Nith river repaired and reopened in August.
Bridges and Culverts	<ul style="list-style-type: none"> • Holland Mills Rd/Bridge Street bridge closure support as needed
Roadside	<ul style="list-style-type: none"> • Roadside mowing of rural road shoulders (8 days) • Ditching on Diamond Rd. • Ash Tree removals in towns diseased from the Emerald ash bore.
Drainage	<ul style="list-style-type: none"> • Four road crossing culverts replaced on Sandhills Rd. • Vacuum out 310 catch basins of silt in Baden, Petersburg and St Agatha.
Loose Top	<ul style="list-style-type: none"> • Spot grading and some full grading of gravel roads. • Hauled and placed gravel to the Oxford/Waterloo Rd on the west side of the Nith river bridge.
Hardtop	<ul style="list-style-type: none"> • Patching potholes generated from road patrol work orders. • Puddicombe Rd paved from Huron Rd to Oxford/Waterloo Rd. • Asphalt padding sections of road edges and wheel rutting • Asphalt padded depressions of road on Good St and Maurice St. • New Tar and chip surface applied to Bethel Rd and Diamond Rd.
Safety Devices and Signage	<ul style="list-style-type: none"> • Signs repairs and replacement of signs stolen. • Replaced signs that failed reflectivity testing. • Four way stop installed on Stuckey/Shantz Dr and Jacob Cressman Dr.
Fleet & Equipment	<ul style="list-style-type: none"> • General repairs. • Wash trucks.
Gravel Pit	<ul style="list-style-type: none"> • Annual gravel crushing program for road maintenance. • Excavator moving material to open pit floor for stockpiling of material
Building and Grounds	<ul style="list-style-type: none"> • Monthly inspections of shop. • Weekly cleaning of shops.
Winter Control & Event Response	<ul style="list-style-type: none"> • Downed tree cleanups in September from high winds.



Township of Wilmot **REPORT**

REPORT NO. **DS 2018-26**

TO: **Council**

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

DATE: **November 05, 2018**

SUBJECT: **3rd Quarter Building Statistics**

Recommendation:

That Report DS 2018-26 be received for information.

Background:

Building Statistics are provided to Council for information purposes.

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

Discussion:

The total number of permits issued to September 30th was on par with the 10 year average and marginally higher than 2017. The number of dwelling units was substantively lower than both the historical 10 year average and the 2017.

Having said that the final phase of the Stonecroft is about to register and the Township has begun issuing permits. Additionally servicing is almost complete at Herner Woods and Draft Approval has now been issued by the Region which should also trigger additional permit issuance.

As Council is aware, through the approval of the Official Plan and the ongoing expansion of capacity at the NH wastewater treatment plant it was expected that applications for new greenfield developments would have begun their approvals process. Due to the appeal of OPA#9 the ability for new developments to proceed with approvals will be delayed but staff are hopeful that resolution to the appeal will occur early in 2019 and the consideration of development applications can be begin. In this regard developers are moving forward with background studies and analysis to ensure that at such time as the appeal of OPA#9 is resolved they can move forward quickly.

At the same time we are expecting applications to be filed to move the development of the employment lands forward to construction.

At such time as these lands come on stream we expect a fairly rapid uptake leading to strong growth in 2020 and moving forward.

Strategic Plan Conformity:

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

Financial Considerations:

Administration and enforcement of the Ontario Building Code is a user pay enterprise and is not funded by general levy.

Conclusion:

In conclusion, building activity rates in 2018 to date are as expected and comparable to 2017 and the 10 year historical average in terms of total numbers of permits. While the number of housing starts is lower than the 10 year average, the slowdown in residential activity is due primarily to a lack of supply will hopefully rebound in the short term with Herner Woods and Stonecroft Phase 10 coming on stream.

As highlighted in the second quarter report, the SSMMIP initial five year compliance window was completed successfully with all systems now having been inspected. The elimination of RMOW incentives may hinder the success rate in the second five year window. Presentation of those quarterly stats will begin again in 2020 as we become closer to the end of the second five year window in August 2022. Recent increases to septic permits across the board will provide additional funding to offset the costs of the mandatory inspection program moving forward.

Harold O'Krafka

Prepared/Submitted by Director of Development Services

Grant Whittington

Reviewed by Chief Administrative Officer

BUILDING STATISTICS

Source: Township of Wilmot
Development Services

MONTH OF SEPTEMBER	10 Year Average	2017	2018
Number of Permits Issued	35	28	33
Dwelling Units Constructed	8	8	6
Dwelling Units Demolished	1	0	1
Residential - New Dwelling Units	\$ 1,976,111	\$ 2,475,000	\$ 1,920,000
Residential - Addition/Alteration	\$ 275,556	\$ 400,000	\$ 950,000
Residential - Accessory	\$ 190,556	\$ 200,000	\$ 65,000
Agricultural - New	\$ 250,000	\$ -	\$ -
Agricultural - Addition/Alteration	\$ 23,889	\$ -	\$ 60,000
Commercial - New	\$ 46,667	\$ -	\$ -
Commercial - Addition/Alteration	\$ 81,111	\$ 30,000	\$ 85,000
Industrial - New	\$ -	\$ -	\$ -
Industrial - Addition/Alteration	\$ 326,111	\$ 70,000	\$ 105,000
Institutional - New	\$ 270,000	\$ 10,000	\$ -
Institutional - Addition/Alteration	\$ 152,222	\$ -	\$ -
Miscellaneous	\$ 64,444	\$ 5,000	\$ 5,000
Total Construction Value	\$ 3,656,667	\$ 3,190,000	\$ 3,190,000
YEAR TO DATE	10 Year Average	2017	2018
Number of Permits Issued	327	309	326
Number of Dwelling Units	88	77	43
Total Construction Value	\$ 35,959,000	\$ 45,584,000	\$ 48,406,000

SEPTEMBER 2018

Residential - New		Commercial - Alt.
NEW HAMBURG		1540 Haysville Road
57 Briarstone Crescent	56 Briarstone Crescent	4-96 Huron Street
32 Briarstone Crescent	1335 Concession Road	3-125 Snyder's Road E
BADEN		4417 Wilmot-Easthope Rd
30-32 Charles Street		Agricultural - Alt.
Residential - Addition		3151 Carmel-Koch Road
76 Alderview Drive	3233 Erb's Road	2940 Erb's Road
198 Jacob Street		Agricultural - Add
Residential - Alteration		2089 Witmer Road
122 Brewery Street	2662 Huron Road	Industrial - Add.
4 Goldschmidt Crescent	3442 Huron Road	141 Hamilton Road
229 Snyder's Road E	65 Milton Street	
3492 Bleams Road	1081 Cedar Grove Road	
Residential - Accessory		



Township of Wilmot REPORT

REPORT NO. DS 2018-27

TO: Council

PREPARED BY: Andrew Martin, Manager of Planning/EDO

DATE: November 5, 2018

SUBJECT: John and Barbara Cochrane
152 Foxboro Drive, Foxboro Green

Recommendation:

That the amending agreement by Robson Carpenter LLP for John and Barbara Cochrane affecting Unit 34, Level 1 of Waterloo Standard Condominium Plan No. 365, to reduce the rear yard setback from 3.5m to 1.97m be approved and that the Mayor and Clerk be authorized to execute said agreement, subject to the following:

1. That any legal fees incurred by the Township through review and registration of the agreement be borne by the applicant.

Background:

Foxboro Green is subject to a development agreement, which establishes the regulations for each "home site" within the development. The agreement provides three separate rear yard setback requirements; a setback of 7.5m where homes sites abut one another, a reduced setback of 3.5m where a home site abuts a common area and a setback of 1.2m for steps, landings, decks and porches. The applicant wishes to construct a sunroom addition on the back of their dwelling closer to the rear property line than what the agreement authorizes.

Discussion:

The subject property backs onto a common area within the condominium development and as such, the rear yard setback requirement within the development agreement is 3.5m. The applicants wish to construct a 4.3m deep sunroom which would be approximately 1.97m from the rear property line as illustrated on the attached sketch.

In 2002, Township Council approved an amendment to the development agreement to reduce the rear yard setback to 2.2m for a different property within Foxboro. No concerns or issues have come up as a result of that reduction.

The applicants have sought and received approval from the Foxboro Green Condominium Board for the proposed sunroom addition.

Strategic Plan Conformity:

Development agreements are used to ensure logical and orderly development of the community, to protect our natural environment and enjoyment of quality of life.

Financial Considerations:

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

Conclusion:

As there were no objections received from the Foxboro Green Condominium Board and as the application represents a minor change in the regulations of the Development Agreement, staff recommend approval of the amendment.

Andrew Martin, MCIP RPP
Prepared by Manager of Planning/EDO

Harold O'Kafka, MCIP RPP
Submitted by Director of Development Services

Grant Whittington
Reviewed by Chief Administrative Officer



Township of Wilmot **REPORT**

REPORT NO. **PRD 2018-06**

TO: **Council**

PREPARED BY: **Scott Nancekivell**

DATE: **November 5, 2018**

SUBJECT: **Award of Tender – Replace Tennis Court Lighting**
 Sir Adam Beck Community Park

Recommendation:

That Clarke Multi-Trade Contractors Inc. be awarded the tender for the supply, delivery and installation of new tennis court lighting fixtures and poles at Sir Adam Beck Community Park in Baden, for the bid price of \$40,169.39 plus applicable taxes.

Background:

On September 21, 2018 a tender for the supply, delivery and installation of a new tennis court lighting system, including LED fixtures, poles and wiring was advertised and released for on-line bidding purposes.

Discussion:

On October 5, 2018 a total of seven (7) tenders were received for the specified works as per the table below:

<u>Bidders</u>	<u>Bid Price (excluding taxes)</u>
Clarke Multi-Trade Contractors Inc. (Varna)	\$ 40,169.39
Boshart Electric Ltd. (New Hamburg)	\$ 41,433.00
Arcadian Projects (Baden)	\$ 49,759.00
Harold Stecho Electric (Waterloo)	\$ 51,150.00
Wagler Electric (Milverton)	\$ 57,935.00
Langley Utilities Contracting Ltd. (Bowmanville)	\$138,430.66
704289 Ontario Limited (Cookstown)	\$154,750.00

Strategic Plan Conformity:

Maintaining our infrastructure.
Providing recreational opportunities for everyone

Financial Considerations:

The approved 2018 capital budget contains \$60,000 for the replacement of the tennis court lights at Sir Adam Beck Park. The bid price, net of the HST rebate is \$40,876.37.

References for the low bidder were contacted, and no concerns were noted.

Conclusion:

Staff recommend that the tender for the supply, delivery and installation of the new tennis court lighting system for Sir Adam Beck Community Park be awarded to Clarke Multi-Trade Contractors Inc. for the bid price of \$40,169.39 plus applicable taxes.

Scott Nancekivell, B.Sc.
Prepared/Submitted by
Director of Facilities & Recreation Services

Grant Whittington
Reviewed by Chief Administrative Officer



Township of Wilmot **REPORT**

REPORT NO.	PRD-2018-07
TO:	Council
PREPARED BY:	Scott Nancekivell, Director of Facilities & Recreation Services
DATE:	November 5, 2018
SUBJECT:	RFP 2018-15 Constitution Park Playground Equipment

Recommendation:

That Blue Imp Recreational Products Canada be awarded the contract for the removal and replacement of playground elements and safety surface materials at Constitution Park, New Hamburg as per their proposal received on October 19, 2018 for the bid price of \$53,988.00, plus applicable taxes.

Background:

The removal and replacement of playground elements (structures and safety surface), at Constitution Park, New Hamburg was approved as part of the 2018 budget process.

Discussion:

On October 3, 2018 the Township issued a formal request for proposal for the removal and replacement of playground equipment at Constitution Park (RFP 2018-24).

An optional site visit was scheduled for those bidders that wished to view the Constitution Park site prior to submitting a proposal.

On October 19, 2018 the Township received proposals from the following four (4) companies:

- Blue Imp Recreational Products Canada (Waterloo Office)
- Play KSL (Brantford)
- Openspace Solutions Inc. (Wellesley)
- PlayQuest Recreation (London Office)

An internal selection committee consisting of staff from Facilities & Recreation Services, and Finance, reviewed and evaluated the four (4) proposals based on the following criteria:

- Project Understanding and Approach
- 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 Blue Imp Recreational Products Canada, is \$53,998.00 plus applicable taxes. Costs net of the HST rebate will be \$54,948.36.

The Council approved 2018 Capital Budget contains \$55,000.00 for the necessary works.

Conclusion:

The selection committee recommends that the contract for the removal and replacement of specified playground elements, including safety surface material, be awarded to Blue Imp Recreational Products Canada for the bid price of \$53,998.00 plus applicable taxes.

Scott Nancekivell, B.Sc.
Prepared/submitted by
Director of Facilities & Recreation Services

Grant Whittington
Reviewed by Chief Administrative Officer



Township of Wilmot **REPORT**

REPORT NO. PRD 2018-08

TO: Council

PREPARED BY: Scott Nancekivell

DATE: November 5, 2018

SUBJECT: Facilities & Recreation Services Quarterly Activity Reports

Recommendation:

That the Facilities & Recreation Services Activity Reports for the third quarter of 2018 be received for information.

Background:

N/A

Discussion:

The Managers from two activity areas within the department (Aquatics, Parks/Facilities), have prepared activity reports for the third quarter of 2018. The attached summaries highlight the more notable undertakings by the Managers and their staff, and do not necessarily include all day-to-day operational or administrative activities.

Strategic Plan Conformity:

Communicating municipal matters.

Financial Considerations:

N/A

Conclusion:

That the report be received for information.

Scott Nancekivell, B.Sc.

Prepared/Submitted by Director of Facilities & Recreation

Grant Whittington

Reviewed by Chief Administrative Officer

FACILITIES & RECREATION SERVICES

Parks and Facilities Division

Quarterly Activity Report (July – September 2018)

- Worked with Canada Day Committee to help get the Batmobile into the NH Arena for “Breakfast with Batman”.
- Hired P. Gingerich Excavating to remove the damaged asphalt along the riverbank pathway behind 121 Huron St. We re-arranged some armor stones to help alleviate back eddies in the future and replaced the walkway with reclaimed asphalt (temporary repair).
- Met with Decra Lighting to investigate if we could purchase light heads to match our old ones that were damaged in the flood. We were able to locate the same style, so we ordered the globes and necessary mounting hardware to repair the damaged lights. Repairs are on-going.
- Worked with Vintage Fire at 251 Jacob St. to install the fire panel and alarm system throughout the NHCC facility.
- Anderson Roofing replaced the shingles at the New Dundee Band Shell.
- Worked alongside Wagler Electric to assist with the tennis court light replacement project at the ND tennis courts.
- Assisted Councilor Gerber with bringing the Stanley Cup to NH. It was a very well attended community event.
- Paris Band played at the ND Band Shell and they were very impressed with the acoustics there. They performed in front of approx. 150 people.
- Mopar event was well attended, however Mother Nature was not on our side as we received over 2” of rain on Thursday & Friday with over 10,000 people scheduled to arrive on Saturday and Sunday. Some turf damage occurred, and Mopar was advised they are responsible for repairing the damage.
- Assisted with hiring PT staff for the WRC.
- The WRC was subject to a break and enter. The front doors were smashed with a vehicle and the ATM was stolen. Staff met with Police and our Insurance Company on-site. The investigation is on-going.
- Assisted with hiring Crawford Tile to repair damaged floor tiles in the aquatic centre. The work occurred during the annual pool shutdown in September.
- Wilmot Fall Fair had an excellent year with great weather and good attendance.
- Scott Park washrooms were vandalized again. Insurance was called in to assess the damage.
- Brick and Co was hired to undertake repairs of the delaminating concrete at some post locations at the NH Grandstand. They cleaned out the areas, added extra rebar support metal and poured concrete with fiber mesh.
- The department took delivery of the new stake truck from Oxford Dodge.
- Met with ESA at Sir Adam Beck Park prior to assisting the Project Coordinator with preparing the tender for the tennis court light replacement project.
- Hired Brick and Co to repoint some damaged mortar at the Haysville CC. An area of the cinder block foundation was also repaired at the same time.

Submitted by:
 Geoff Dubrick
 Parks and Facilities Manager



Township of Wilmot **REPORT**

REPORT NO. FD 2018-06

TO: Council

PREPARED BY: Donna Erb, Administrative Assistant

DATE: November 5, 2018

SUBJECT: Quarterly Activity Report

Recommendation:

That the Fire Department Activity Report for the third quarter of 2018 be received for information purposes.

Background:

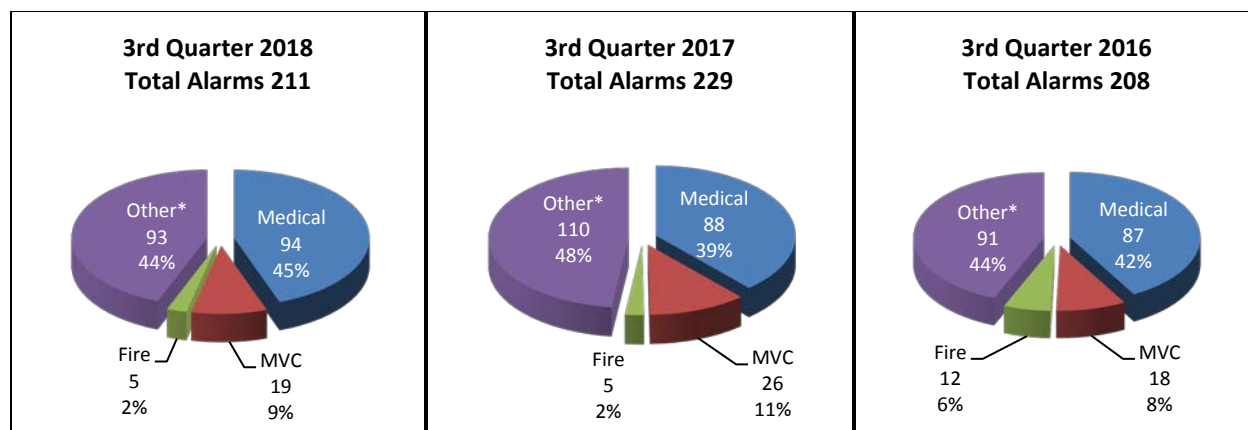
Not applicable.

Discussion:

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

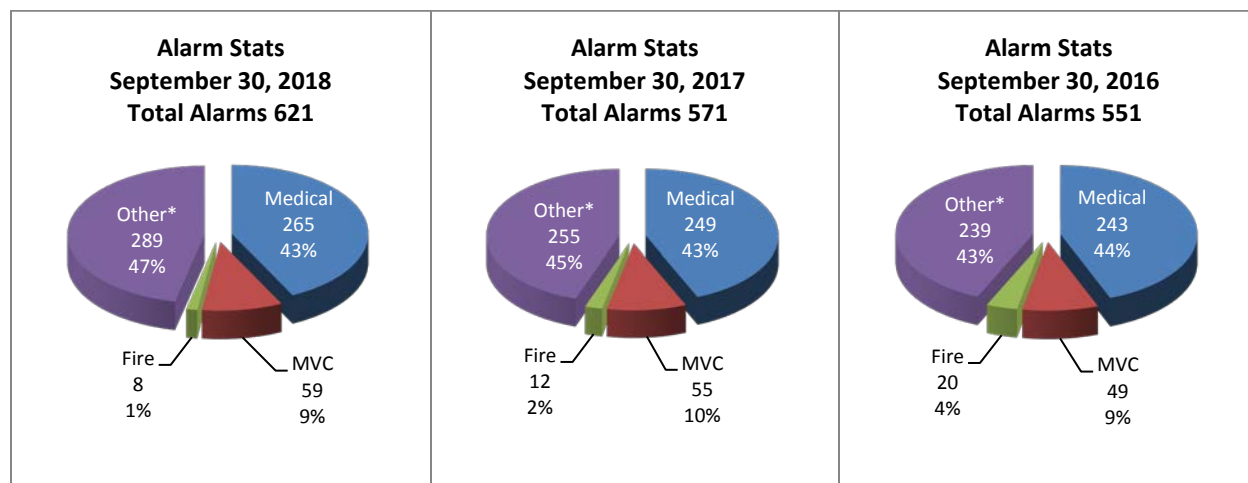
In total during the third quarter, the Fire Department responded to a total of 211 alarms. For the same period in 2017, the number was 229 and in 2016, the number was 208.

Third Quarter Alarm Stats Comparison



Comparing the year-to-date alarm stats, from January 1st to September 30th, the Fire Department responded to a total of 621 alarms. For the same period in 2017, the department responded to 571 alarms and in 2016, they responded to 551 alarms.

Year-to-Date Alarm Stats Comparison (September 30, 2018)



*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.

Donna Erb
Prepared by Administrative Assistant

Rod Leeson
Submitted by Fire Chief

Grant Whittington
Reviewed by Chief Administrative Officer



TOWNSHIP OF WILMOT FIRE DEPARTMENT
FIRE PREVENTION REPORT
QUARTERLY REPORT
Period ending September 30, 2018

Wilmot Fire Department Fire Prevention Division has been working diligently to raise awareness about fire safety and support business owners and tenants in gaining compliance with the Ontario Fire Code and Fire Protection and Prevention Act. The following outlines specific areas the fire prevention division has been working on:

- Fire code compliance inspections based on complaint, request and routine
- Fire investigations
- Fire Safety Planning review and implementation
- Open air burn & contained site permits
- Fire route by-law
- Public Education
- Smoke/CO alarm loaner program

This quarter two major public education campaigns were initiated and were very successful. The first was undertaken in the area of Sunfish Lake and involved door-to-door inspections of homes and cottages for fire code compliance. This was very well received by residents and all violations were followed up with no charges laid.

- 15 homes/cottages were inspected with 7 violations noted
- Residents of an additional 11 homes/cottages were spoken to or left with information

With almost 50% of homes in non-compliance, this highlights the importance of such a program in rural areas of the township. Early detection of fire safety issues for these residents is essential.

The second campaign involved smoke and CO alarm education delivered door-to-door by firefighters. Information was delivered through discussion at the door. This is the first campaign of its type in Wilmot Township for many years. We had the support of 22 firefighters from all three stations, who were trained on current residential fire code requirements in order to follow the guidelines set out by NFPA. This education is a required component in our continuing education program and the training itself was well received, arming our firefighters with knowledge of current legislation and giving them confidence to convey a clear message to the public. The campaign was delivered over 4 weeks during the two-hour Monday practice time and we visited 233 homes in New Hamburg's core area. The residents we spoke to were pleased with the information provided; all were given a package that included educational information about Smoke and CO Alarms, a GRCA pamphlet about flooding in New Hamburg, and a sheet to update contact information for the Public Emergency Notification System. To date, 41 forms have been returned to update this system. Follow-ups with residents were conducted if crews indicated any contraventions. Sixteen people were contacted to correct requirements relating to CO alarms, all were corrected with no charges laid.



We are currently working two events for Fire Safety Week: an open house and “coffee with a firefighter”. This year’s open house will be held at New Hamburg Station and a number of activities focused on families with young children are being planned. The “coffee with a firefighter”, a province-wide initiative, was initiated by the OFM in conjunction with McDonald’s restaurant and required registration in June of this year.

INSPECTIONS, INVESTIGATION & PREVENTION ACTIVITIES:

- 10 open burn permits issued
- 11 contained site permits requested, 9 allowed
- 3 routine inspections
- 2 complaints
- 4 requests
- 15 follow up inspections
- 1 investigation
- 3 public education events
- 1 plans and fire route review

TRAINING/SEMINARS/MEETINGS:

- Everbridge Basics Teleconference
- Suicide Prevention for First Responders Webinar
- Automated Testing NFPA 25 Webinar

Yours in fire prevention,

Andrew Mechalko
Fire Prevention Officer
Wilmot Fire Department



TOWNSHIP OF WILMOT FIRE DEPARTMENT
TRAINING PROGRESS REPORT

QUARTERLY REPORT
JULY, AUGUST, SEPTEMBER (2018)

TRAINING:

This Quarter's Comprehensive Training Plan included the following training topics:

- Rural Water Supply
- Hydrant Catching
- Firefighter Survival (Part B)
- Shore-Based Water Rescue (Parts A, B & C)
- Aerial Operations
- Health & Wellness (Physical Fitness)
- Pre-Incident Planning
- Union Gas – Theory Based Presentation
- Automatic Aid Training (Waterloo Fire & Rescue)
 - Automatic Aid Training was developed by the Wilmot Training Officer with the cooperation of Waterloo Fire Rescue training staff, this practical based training incorporated a realistic scenario for the Sunfish Lake properties off of Berlett's Rd. Criteria of response, NFPA Standards and operational efficiency was utilized to test the agencies involved. Waterloo Fire Rescue now utilizes the Wilmot Fire Departments best practices for their operational readiness in all areas of Automatic Aid responses. I am happy to report that we met and exceeded the anticipated minimum standards for Rural Water supply for these types of occupancies as is set out by NFPA Standards.
- Live Fire Training Evolutions (NFPA 1403)
 - Wilmot Firefighters attend annual live fire training which is conducted at our fixed site facility (WRESTRC). The Training Officer ensures that all safety measures are in place and that all details of these evolutions are carefully reviewed for accuracy to such a standard. This preparation consumes a tremendous amount of time and as such is prepared to complete this training within the final quarter of this year.

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

- Emergency Control Group received training on September 27, 2018 on a Regional based system call WEBEOC. This training fulfills our Annual Compliance requirements and provides the ECG with a method of tracking decisions made during an emergency and by whom. This will enhance our abilities to have live updates to all positions within the Emergency Operations Center.

Report Prepared By:

Gary Mosburger
Training Officer/CEMC

Approved By:

Rod Leeson
Fire Chief



Township of Wilmot Fire Department

Fire Chief: Rod Leeson

3rd Quarter Alarm Stats Comparison – Baden Station

Response Type	# of Incidents		
	2018	2017	2016
1 Fire	2	1	2
3 No Loss Outdoor Fire	1	0	2
21 Overheat (no fire, e.g. engines, mechanical devices)	0	1	1
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	1	2	0
24 Other cooking/toasting/smoke/steam (no fire)	1	0	2
31 Alarm System Equipment - Malfunction	6	4	3
32 Alarm System Equipment - Accidental activation (exc. code 35)	2	2	1
34 Human - Perceived Emergency	1	3	0
35 Human - Accidental (alarm accidentally activated by person)	1	1	0
38 CO false alarm - equipment malfunction (no CO present)	2	0	1
39 Other False Fire Call	1	2	1
49 Ruptured Water, Steam Pipe	1	0	0
50 Power Lines Down, Arcing	1	0	0
53 CO incident, CO present (exc false alarms)	0	2	0
61 Vehicle Extrication	2	0	0
62 Vehicle Collision	11	10	5
701 Oxygen administered	6	12	5
702 CPR administered	1	1	0
703 Defibrillator used	1	0	0
73 Seizure	0	1	3
76 Chest pains or suspected heart attack	4	1	1
84 Medical Aid Not Required on Arrival	0	2	2
85 Vital signs absent, DOA	0	0	2
88 Accident or illness related - cuts, fractures, person fainted, etc	5	4	2
89 Other Medical/Resuscitator Call	2	1	3
898 Medical/resuscitator call no action required	3	1	0
910 Assisting Other FD: Mutual Aid	0	1	1
913 Assisting Other FD: Other	1	5	7
93 Assistance to Other Agencies (exc 921 and 922)	3	3	5
96 Call cancelled on route	9	7	6
97 Incident not found	0	1	0
98 Assistance not required by other agency	15	19	12
99 Other Response	2	0	0
Total Number of Responses	2018 85	2017 87	2016 67



Township of Wilmot Fire Department

Fire Chief: Rod Leeson

3rd Quarter Alarm Stats Comparison – New Dundee Station

Response Type	# of Incidents		
	2018	2017	2016
1 Fire	1	0	3
3 No Loss Outdoor Fire	0	2	3
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	1	0	0
24 Other Cooking/toasting/smoke/steam (no fire)	0	0	1
29 Other pre fire conditions (no fire)	2	0	0
31 Alarm System Equipment - Malfunction	1	1	2
35 Human - Accidental (alarm accidentally activated by person)	1	0	0
37 CO false alarm - perceived emergency (no CO present)	0	0	1
38 CO false alarm - equipment malfunction (no CO present)	1	1	2
50 Power Lines Down, Arcing	0	0	1
61 Vehicle Extrication	0	0	1
62 Vehicle Collision	0	9	1
701 Oxygen administered	3	0	6
71 Asphyxia, Respiratory Condition	2	4	1
76 Chest pains or suspected heart	1	3	2
84 Medical Aid Not Required on Arrival	1	1	0
85 Vital signs absent, DOA	0	1	0
86 Alcohol or drug related	0	1	0
88 Accident or illness related - cuts, fractures, person fainted, etc.	2	3	5
89 Other Medical/Resuscitator Call	3	2	2
898 Medical/resuscitator call no action required	0	2	0
910 Assisting Other FD: Mutual Aid	1	0	1
913 Assisting Other FD: Other	1	3	3
92 Assistance to Police	0	0	1
94 Other Public Service	0	1	0
96 Call cancelled on route	1	4	3
98 Assistance not required by other agency	2	0	3
Total Number of Responses	24	38	42



Township of Wilmot Fire Department

Fire Chief: Rod Leeson

3rd Quarter Alarm Stats Comparison – New Hamburg Station

Response Type	# of Incidents		
	2018	2017	2016
1 Fire	2	4	7
3 No Loss Outdoor Fire	0	0	1
21 Overheat (no fire, e.g. engines, mechanical devices)	0	1	0
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	2	1	3
24 Other Cooking/toasting/smoke/steam (no fire)	2	1	1
29 Other pre fire conditions (no fire)	0	0	1
31 Alarm System Equipment - Malfunction	4	8	2
32 Alarm System Equipment - Accidental activation (exc. code 35)	1	3	1
33 Human - Malicious intent, prank	1	0	0
34 Human - Perceived Emergency	0	2	2
35 Human - Accidental (alarm accidentally activated by person)	0	2	0
36 Authorized controlled burning - complaint	2	0	0
37 CO false alarm - perceived emergency (no CO present)	0	0	1
38 CO false alarm - equipment malfunction (no CO present)	2	0	3
39 Other False Fire Call	1	0	0
41 Gas Leak - Natural Gas	2	1	1
42 Gas Leak - Propane	0	1	0
58 Public Hazard call false alarm	0	1	0
59 Other Public Hazard	1	0	0
61 Vehicle Extrication	1	0	0
62 Vehicle Collision	5	7	11
701 Oxygen administered	17	21	25
702 CPR administered	1	0	0
71 Asphyxia, Respiratory Condition	7	3	4
73 Seizure	4	1	1
74 Electric Shock	1	0	0
76 Chest pains or suspected heart attack	4	7	7
84 Medical Aid Not Required on Arrival	0	1	0
85 Vital signs absent, DOA	4	0	1
86 Alcohol or drug related	0	0	2
88 Accident or illness related - cuts, fractures, person fainted, etc.	11	5	3
89 Other Medical/Resuscitator Call	10	6	5
898 Medical/resuscitator call no action	1	3	5
899 Medical/resuscitator call false alarm	0	1	0
913 Assisting Other FD: Other	0	1	1
92 Assistance to Police	1	0	0
93 Assistance to Other Agencies	0	0	1
94 Other Public Service	2	4	0
96 Call cancelled on route	8	7	6
97 Incident not found	0	1	0
98 Assistance not required by other agency	5	11	4

	2018	2017	2016
Total Number of Responses	102	104	99



Township of Wilmot Fire Department

Fire Chief: Rod Leeson

3rd Quarter 2018 – Alarm Stats Comparison – All Stations

Response Type	# of Incidents		
	2018	2017	2016
1 Fire	5	5	12
3 No Loss Outdoor Fire	1	2	6
21 Overheat (no fire, e.g. engines, mechanical devices)	0	2	1
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	4	3	3
24 Other Cooking/toasting/smoke/steam (no fire)	3	1	4
29 Other pre fire conditions (no fire)	2	0	1
31 Alarm System Equipment - Malfunction	11	13	7
32 Alarm System Equipment - Accidental activation (exc. code 35)	3	5	2
33 Human - Malicious intent, prank	1	0	0
34 Human - Perceived Emergency	1	5	2
35 Human - Accidental (alarm accidentally activated by person)	2	3	0
36 Authorized controlled burning - complaint	2	0	0
37 CO false alarm - perceived emergency (no CO present)	0	0	2
38 CO false alarm - equipment malfunction (no CO present)	5	1	6
39 Other False Fire Call	2	2	1
41 Gas Leak - Natural Gas	2	1	1
42 Gas Leak - Propane	0	1	0
49 Ruptured Water, Steam Pipe	1	0	0
50 Power Lines Down, Arcing	1	0	1
53 CO incident, CO present (exc false alarms)	0	2	0
58 Public Hazard call false alarm	0	1	0
59 Other Public Hazard	1	0	0
61 Vehicle Extrication	3	0	1
62 Vehicle Collision	16	26	17
701 Oxygen administered	26	33	36
702 CPR administered	2	1	0
703 Defibrillator used	1	0	0
71 Asphyxia, Respiratory Condition	9	7	5
73 Seizure	4	2	4
74 Electric Shock	1	0	0
76 Chest pains or suspected heart attack	9	11	10
84 Medical Aid Not Required on Arrival	1	4	2
85 Vital signs absent, DOA	4	1	3
86 Alcohol or drug related	0	1	2
88 Accident or illness related - cuts, fractures, person fainted, etc.	18	12	10
89 Other Medical/Resuscitator Call	15	9	10
898 Medical/resuscitator call no action required	4	6	5
899 Medical/resuscitator call false alarm	0	1	0
910 Assisting Other FD: Mutual Aid	1	1	2
913 Assisting Other FD: Other	2	9	11
92 Assistance to Police	1	0	1
93 Assistance to Other Agencies (exc 921 and 922)	3	3	6
94 Other Public Service	2	5	0
96 Call cancelled on route	18	18	15
97 Incident not found	0	2	0
98 Assistance not required by other agency	22	30	19
99 Other Response	2	0	0
Total Number of Responses	211	229	208

**3rd Quarter 2016
Total Alarms 208**

0 0
0% 0%



Township of Wilmot Fire Department

Fire Chief Rod Leeson

Year to Date Alarm Stats Comparison - All Stations (September 30, 2018)

Response Type	# of Incidents		
	2018	2017	2016
1 Fire	8	12	20
3 NO LOSS OUTDOOR fire (see exclusions)	10	6	13
21 Overheat (no fire, e.g. engines, mechanical devices)	3	2	1
22 Pot on Stove (no fire)	1	0	0
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	6	8	4
24 Other Cooking/toasting/smoke/steam (no fire)	4	3	8
29 Other pre fire conditions (no fire)	2	1	2
31 Alarm System Equipment - Malfunction	24	29	23
32 Alarm System Equipment - Accidental activation (exc. code 35)	11	12	6
33 Human - Malicious intent, prank	3	0	2
34 Human - Perceived Emergency	3	6	5
35 Human - Accidental (alarm accidentally activated by person)	8	6	2
36 Authorized controlled burning - complaint	2	2	1
37 CO false alarm - perceived emergency (no CO present)	1	0	5
38 CO false alarm - equipment malfunction (no CO present)	17	12	17
39 Other False Fire Call	3	2	2
41 Gas Leak - Natural Gas	3	3	4
42 Gas Leak - Propane	0	1	0
44 Gas Leak - Miscellaneous	0	1	0
45 Spill - Gasoline or Fuel	0	1	0
49 Ruptured Water, Steam Pipe	1	0	1
50 Power Lines Down, Arcing	8	2	2
53 CO incident, CO present (exc false alarms)	1	3	0
57 Public Hazard no action required	1	0	2
58 Public Hazard call false alarm	3	1	1
59 Other Public Hazard	5	2	1
601 Trench rescue (non fire)	1	0	0
61 Vehicle Extrication	7	1	1
62 Vehicle Collision	52	54	48
64 Commercial/Industrial Accident	0	0	1
67 Water Rescue	1	0	0
701 Oxygen administered	84	114	100
702 CPR administered	3	2	1
703 Defibrillator used	5	0	1
71 Asphyxia, Respiratory Condition	24	10	19
73 Seizure	12	3	14
74 Electrick Shock	1	0	0
75 Traumatic Shock	1	0	0
76 Chest pains or suspected heart attack	30	25	26
84 Medical Aid Not Required on Arrival	9	13	4
85 Vital signs absent, DOA	9	4	8
86 Alcohol or drug related	3	4	3
88 Accident or illness related - cuts, fractures, person fainted, etc.	28	28	20
89 Other Medical/Resuscitator Call	40	30	32
898 Medical/resuscitator call no action required	16	15	15
899 Medical/resuscitator call false alarm	0	1	0
910 Assisting Other FD: Mutual Aid	3	2	2
912 Assisting Other FD: Fire Protection Agreement	0	0	1
913 Assisting Other FD: Other	17	12	17
92 Assistance to Police (exc 921 and 922)	3	0	1
93 Assistance to Other Agencies (exc 921 and 922)	11	12	12
94 Other Public Service	3	7	9
96 Call cancelled on route	56	47	38
97 Incident not found	2	2	1
98 Assistance not required by other agency	65	69	55
99 Other Response	7	1	0
Total Number of Responses	621	571	551



Township of Wilmot **REPORT**

REPORT NO. CK2018-05

TO: Council

PREPARED BY: Tracy Loch

DATE: November 5, 2018

SUBJECT: Quarterly Activity Report – July, August & September 2018

Recommendation:

That the Castle Kilbride Activity Report for the months of July, August and September 2018 be received for information purposes.

Background:

Providing quarterly reports for informational insight and knowledge into the operations of the Castle Kilbride department.

Discussion:

Curator/Director's Summary:

- Coordinated Steering Committee meetings and updates for the Arts and Culture Master Plan; Coordinated project time line and final report with TCI Management Consultants.
- Oversaw summer staff for Castle Kilbride and Heritage Wilmot who were employed under the Canada Summer Jobs (CSJ), Young Canada Works (YCW) and Summer Experience (SEP) programs. Ensured grant stipulations were followed and final reports submitted to each organization at end of term. These organizations supported student wages from 50% to 100%, which greatly supported the operation of the museum.
- Coordinated the outdoor Castle Summer Concert Series program welcoming over 5,000 people. Eleven concerts were offered to the public with one cancelled due to weather. The lineup for the 2019 Summer Concert Series has already begun.
- Distributed marketing material to direct cultural venues and attractions within Waterloo Region and throughout Ontario. Included a distribution of Castle brochures to all border crossings and On Route centres within Ontario.
- Created media releases and tweets promoting summer events and exhibits at the museum.
- Assisted with the planning of a special “Livingston” wedding that was held at Castle Kilbride on August 16th. The granddaughter of Laura Louise was married at her ancestral home on the front lawn.

- Welcomed a Toronto travel blogger who toured and wrote about Castle Kilbride. Her blog is geared towards young families and her visit was coordinated via Perth County Tourism and Stratford Tourism Alliance.
- Provided support to the Baden Cornfest with the coordination of a classic car show.
- Continued involvement on the Prime Ministers Statue Committee planning and assisting with coordination of statue unveilings on the Prime Ministers Path. Assisted with the design and creation of a new logo that was presented and endorsed by Council.
- Coordinated the unveiling of the Rt. Hon. Kim Campbell and the media release following the unveiling. Met with a reporter/photographer that featured a full-page article about Wilmot's "Avril Phaedra Douglas Campbell" statue in the Canada Day edition of the Globe & Mail newspaper.
- Provided support by allowing an image reproduction permission to the Art Canada Institute who is based at the University of Toronto, dedicated to Canadian art history research and education. They have prepared an online art book as well as a limited print edition (less than 100 copies) about the life and art of Homer Watson. The book is written by Dr. Brian Foss (Carleton University) for launch in October 2019 and Castle Kilbride will be provided with a complimentary book when printed.
- Began coordination of Christmas marketing for the Castle's Christmas season.
- Discussed with WRTMC staff to promote Castle Kilbride specifically during the Christmas season.
- Assisted Heritage Wilmot committee members Marg Rowell and Yvonne Zyma with updating of the Non-Designated Heritage Register.
- Coordinated the re-painting of the mural on the side of the New Hamburg Fire Hall.
- Along with Assistant Curator, created a new introductory video that is specifically geared towards Castle Kilbride's youngest visitors.
- Assisted various researchers and responded to genealogical requests
- Responded to various genealogical requests and provided support to researchers.

*For further details, please see the attached report for the Assistant Curator's summary.

Strategic Plan Conformity:

The report implements the following goals from the Strategic Plan:

- We are an engaged community through strengthening communicating municipal matters.
- The actions noted are in accordance with the municipal work program.

Financial Considerations:

n/a.

Conclusion:

The report CK2018-05 noting the activities of the Castle Kilbride department be received.

Assistant Curator's Report

SUBJECT: Quarterly Report for July, August & September 2018

SUBMITTED TO: Tracy Loch

SUBMITTED BY: Sherri Gropp

Education:

Summer Camp: We had **143** children participate in our summer day camps for the one week long programs and two "Wonderful Wednesdays" in July. Children were aged 5 – 10. Children enjoyed the activities and crafts that were planned and conducted by our summer staff. I greeted parents and children each day; processed payments and ensured registration forms were completed and information entered in order to mail receipts for camp.

Curriculum programs: Through a new initiative, we were pleased to welcome daycares and day camps this summer. We offered a program called "Toys, Toys, Toys" which featured a guided tour, hands on activities and a take home craft. Groups then had the opportunity to picnic on the grounds of Castle Kilbride before they went to another location such as the WRC splash pad. It was an incredibly success as we had 188 children participate. We plan to present this again in 2019. Participants included: YMCA Cambridge, Wilmot's Creative Beginnings, Waterloo Infant Toddler Daycare as well as independent daycares.

Children's Video: Assisted with the development of a new children's video for the museum. Staff wrote the script, provided photographs and feedback.

Events:

Summer Concert Series: For the concerts I set up donation tables, organized summer staff that were assisting as well as Castle volunteers, greeted visitors and provided concert information. There were 11 concerts offered this year. Weather was good this year and we only had to cancel one performance. We had **5370** participate. We had some really great entertainment this year and look forward to next year.

Tea & Tour: Due to the popularity of our June Tea & Tours in previous years, we decided to offer additional dates in August. The theme was *Twenties Tea* to coincide with our featured exhibit of The Roaring Twenties. We were overwhelmed with the response. Guests were treated to an in-depth tour by costumed interpreters, followed by tea and goodies in the garden. Each day requires a considerable amount of set up. This includes tables, chairs, tablecloths, teacup and food preparation for groups of various sizes. In August we welcomed **120** guests bringing our total Tea & Tour patrons to **238**.

Prime Minister Statue Unveiling: Updated the brochure and website to feature Wilmot's newest statue, the Rt. Hon. Kim Campbell. Assisted with the decorating of the property; oversaw Castle staff in historic costumes for the unveiling.

Cornfest- August 11: To tie in with the theme, I created a special activity that was corn-related for children to enjoy while looking through the house. I assisted with the car show on front driveway as well as coordinated Castle staff and heritage exhibitors. We welcomed 338 visitors.

Our own “Royal Wedding” - August 18: The front lawn of Castle Kilbride was the location for the wedding of Laura Pearson (granddaughter of Laura Louise Livingston). I assisted with the coordination of her wedding day, created unique signage inside the museum that commemorated her mother and grandmother’s wedding that people really enjoyed to see. I put Laura Louise’s 1942 wedding dress on display as a special feature; offered tours; facilitated with photography after the wedding and helped with set up of water station.

Summer students

Supervised three students; created staff schedules and organized students for front cash coverage as well as Tea & Tour. Gave guidance for summer camp activities.

Castle Maintenance & Collection

Conducted routine cleaning of Castle; guided students on using the PastPerfect software; accessioned all new artifacts donated; updated museum records including PastPerfect.

Administration

- Assisted and was an active member on the Arts & Culture Master Plan
- Collected, input, and evaluated information on visitor statistics. (See below)
- Processed all daily transactions and submitted to the finance department.
- Managed the site and its operations in the absence of the Curator.
- Responsible for booking for tours and school programs; Ordered gift shop items.
- Conducted group tours; Greeted guests and processed admissions.
- Inspected rooms and insured security of their contents.
- Booked weddings; handled inquiries; prepared weekend staff “*To Do List*” each week.
- Managed museum’s social media: Facebook, twitter and website.

Castle Kilbride Visitor Statistics

Month	School	Bus	Regular	Event	Total
July	195	28	398	2450	3071
August	136	0	563	2533	3232
September	0	0	268	10	278
Total	331	28	1229	4993	6581
2017	252	120	1225	4482	6079
2016	234	278	1074	4477	6063
2015	268	193	1095	3734	5290
2014	484	116	1177	3237	5014
2013	352	77	1419	3055	4903



The Federal Gas Tax Fund

2017 Annual Report – Part I

Investments of the federal Gas Tax Fund supported the:



Purchase of **51 new public transit vehicles** and refurbishment or replacement of an additional **148**.

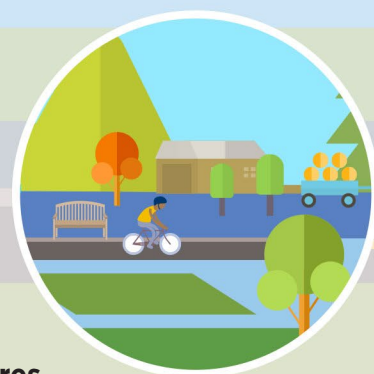
Construction, rehabilitation or replacement of more than **16 km** of sanitary and storm sewers servicing over **3,000 residents**.



Construction, rehabilitation or replacement of more than **28 km** of watermain, delivering clean water to more than **6,000 residents** and extending fire protection to **102 properties**.



Construction, rehabilitation or replacement of nearly **3,000 lane-km** of local roads – enough to drive from Thunder Bay to Ottawa and back.



Development renovation or upgrade of **20 playgrounds**, **11 community centres** and **10 arenas** serving over **185,000 Ontarians**.

Installation of energy-efficient retrofits in **32 municipal buildings** and **10,722 energy-efficient LED streetlights**, saving **7 GWh** of energy – enough to power over **700 houses** for a year.



Letter from the AMO President

September 28, 2018



Ontario's municipalities own much of Ontario's public infrastructure. This includes the roads, bridges and public transit systems that are essential to local productivity, recycling centres that divert waste from landfill, recreation facilities that help keep people active, and much, much more. It takes funding from all levels of government to ensure that this critical infrastructure is safe and up-to-date. The federal Gas Tax Fund provides permanent, dedicated funding to help municipal governments carry on that important work.

In 2017, Ontario's municipal governments, excluding the City of Toronto, invested \$607 million from the federal Gas Tax Fund, which supported 1,165 local infrastructure and capacity-building projects worth a combined \$3.1 billion. This significant investment is helping to grow local economies, promote a cleaner environment and build stronger cities and communities across Ontario.

How can we track the measurable benefits of federal investment in local infrastructure? When a municipality uses the federal Gas Tax Fund, they must report back to AMO on the specific outcomes that each project generates. For example, communities reported that investment in LED streetlight installations and building upgrades in 2017 saved enough energy to power over 700 houses for one year. Profiles of individual projects, including the benefits they produce, are evident throughout the report. A summary of benefits generated by projects completed in 2017 can be found in Appendix A.

In addition to tracking our progress, AMO shares the local benefits of the Fund with Canadians by completing communications initiatives throughout the year. AMO works directly with municipal governments to produce videos, share information through social media and more. You can learn more about these initiatives on page 19.

AMO has administered the federal Gas Tax Fund for more than a decade. Unlike most other infrastructure funding programs, the Fund is distributed on a per capita basis, without the need for an application. This successful administration model helps municipalities identify and fund local priority projects. It's a model that I'm particularly proud of.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Jamie McGarvey', written over a light blue circular stamp or watermark.

Jamie McGarvey
AMO President

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This report describes how Ontario's communities invested and benefited from the federal Gas Tax Fund in 2017. The report is split into two parts. Part I summarizes investments, benefits, and AMO's approach to the administration of the Fund. Part II provides detailed financial information, compliance statements, and descriptions of projects supported by the Fund.

Both parts of this report are available at www.amo.on.ca and www.gastaxatwork.ca.

The Federal Gas Tax Fund

About the Federal Gas Tax Fund

The federal Gas Tax Fund provides permanent and stable federal funding for local infrastructure projects. Canadian municipalities receive over \$2 billion from the Fund each year. Ontario's communities received \$782 million in 2017.

Federal Gas Tax funds can be used flexibly to address local priorities. Municipalities can invest funds in the construction, enhancement or renewal of local infrastructure, improve long-term plans and asset management systems, or bank funds to support future projects.

Investing the Fund advances national objectives. Funds can be invested across 17 project categories to promote economic growth, strengthen communities, and improve the environment. Eligible project categories are listed below.¹

Productivity and Economic Growth	Clean Environment	Strong Cities and Communities
Broadband Connectivity	Brownfield Redevelopment	Capacity Building
Local Roads and Bridges	Community Energy Systems	Culture
Public Transit	Drinking Water	Disaster Mitigation
Regional and Local Airports	Solid Waste	Recreation
Short-Line Rail	Wastewater	Sport
Short-Sea Shipping		Tourism



Rehabilitation of Black Bridge in the Town of the Blue Mountains.



Replacement of Play Structures in the City of Cambridge.

¹ Highways are also eligible under the federal Gas Tax Fund, but are not listed in the table above because highways are provincially owned and maintained in Ontario.

The Federal Gas Tax Fund in Ontario

The flexibility of the federal Gas Tax Fund allows each province and territory to have its own agreement with the federal government. Under the Ontario Agreement (the Agreement), the provincial allocation flows directly to municipalities on a per capita basis. Allocations are distributed in two semi-annual installments in July and November.

Predictable, up-front funding from the federal Gas Tax Fund allows municipal governments to identify and fund local priority projects and plan for the long term. The Ontario model recognizes that municipalities are a duly elected, accountable and transparent order of government.

In total, Ontario's municipalities will receive \$3.8 billion from the Fund for 2014-18. AMO facilitates the distribution of approximately \$3.1 billion. AMO transferred almost \$620 million from the Fund in 2017 alone.² The annual allocation that each municipality receives is contained in Part II of this report.

An additional \$10.9 million in federal funding was transferred directly by AMO to Ontario's municipalities in April 2017. These funds were announced in the federal government's 2016 budget and comprise uncommitted funds from legacy federal infrastructure programs.

Municipalities may use the funds:

- Towards the full cost of an eligible project;
- To support an eligible project that benefits from other funding sources;
- To save and/or invest for future eligible projects;
- To finance long-term debt for eligible projects;
- To accrue interest which can be applied towards eligible projects;
- To develop and implement asset management plans, and;
- To collaborate with other municipalities or non-municipal entities to fund an eligible project.



Kiwanis Park Pool Renovation in the City of Kitchener.

² AMO administers the Fund to all municipalities in Ontario except for the City of Toronto. All subsequent references to communities, municipalities and local governments in this report are exclusive of the City of Toronto unless otherwise noted.

The Township of Wellesley's Manser Road Paving Project

LOCAL ROADS



Manser Road runs directly north and south through the Township of Wellesley. It is used by heavy trucks from local industry and also serves as a bypass route from Woodstock to Alliston. The Township replaced a gravel stretch of Manser Road with hard asphalt. Paving this road has enhanced traffic flow, reduced dust and resulted in less ongoing maintenance. With the previous gravel road, the municipality had to apply chemicals in the summer to keep dust levels low. The freshly paved surface allows for a faster, smoother ride for all drivers.

Project Results:

- 5.6 lane-km of gravel roads converted to paved roads
- Average vehicle traffic speed increased by 10 kph during peak hours (from 70 to 80 kph)

Municipality of North Perth's Steve Kerr Memorial Complex

RECREATION



The brand-new Steve Kerr Memorial Complex officially opened in November 2017. The new facility replaced the older Listowel Memorial Arena to better meet local needs and includes an ice arena, community hall, indoor track and more. In addition to a place to improve on health and fitness, it has become a community gathering place. Modern, up-to-date recreation facilities play an important role in helping communities attract and retain residents and keep the community vibrant and healthy.

Project Results:

- 5,000 residents with access to new recreation infrastructure



Construction of a Sewage Lift Station at Van Horne Ave and Wabigoon Dr

Dryden is building new wastewater infrastructure to prevent flooding and sewer back-ups. The new sewage lift station serves two subdivisions and raises pumping capacity from 27 L/s to 165 L/s - helping local residents keep dry during heavy rains.

Reconstruction of East King St and Wellington St

Sioux Lookout is improving access to the downtown core and promoting active transportation. Portions of East King St and Wellington St - both essential routes to the core - were rehabilitated, sidewalks were replaced, and bicycle lanes were installed.

Installation of a Splash Pad and Updated Recreation Equipment at Centennial Park

Red Lake is creating new opportunities for children to exercise and play. Centennial Park's new splash pad is the first in the area and attracts families from across the region. The installation of modern playground equipment gives kids of all abilities a place to play.



Replacement of a Watermain on Oxford St

Stratford is replacing aging infrastructure to deliver reliable and safe water to local residents. Over 400 m of watermain beneath Oxford St were replaced to provide steady service to nearly 1,000 residents.

Remediation of Centennial Park

Sarnia is creating clean and safe spaces along the City's scenic waterfront. Over five hectares of Centennial Park - located on former industrial lands - were remediated to remove contaminants seeping through the soil. Additional revitalization initiatives are underway.

Installation of Energy-Efficient LED Streetlights

Norfolk County is cutting energy consumption - and operating expenditures - by converting streetlights from traditional lighting fixtures to energy-efficient LED fixtures. Over 4,000 streetlights were installed with energy savings exceeding 50% per year.

Improvements to the Duncan McDonald Arena

Quinte West is finding ways to make the most of existing infrastructure. A new cover for the ice rink floor allows the City to quickly turn the Duncan McDonald Arena into a multi-purpose venue to bring the community together - both on and off the ice.

Expansion of O-Train Services

Ottawa is expanding O-Train services to move commuters quickly and sustainably across the City. Six trains with space for 260 passengers each were purchased to replace three older vehicles. Track modifications were also completed to provide more frequent service.

Replacement of the Bridge Crossing the Railway on Bay Bridge Rd

Belleville is growing - and is making investments today to keep traffic flowing tomorrow. The bridge on Bay Bridge Rd was replaced with a wider structure to facilitate the movement of residents, tourists and goods and to sustainably accommodate local growth.

2017 Project Highlights

Since 2005 Ontario's municipalities have invested nearly \$5.6 billion from the Fund in more than 8,100 local projects.

Upgrades to the Oakville South West Wastewater Treatment Plant

Halton Region is protecting the local environment - and the residents that rely on it - by expanding wastewater treatment capacity. The Region's upgrades reduce the risk of bypass events and help keep nearby watersheds clean.

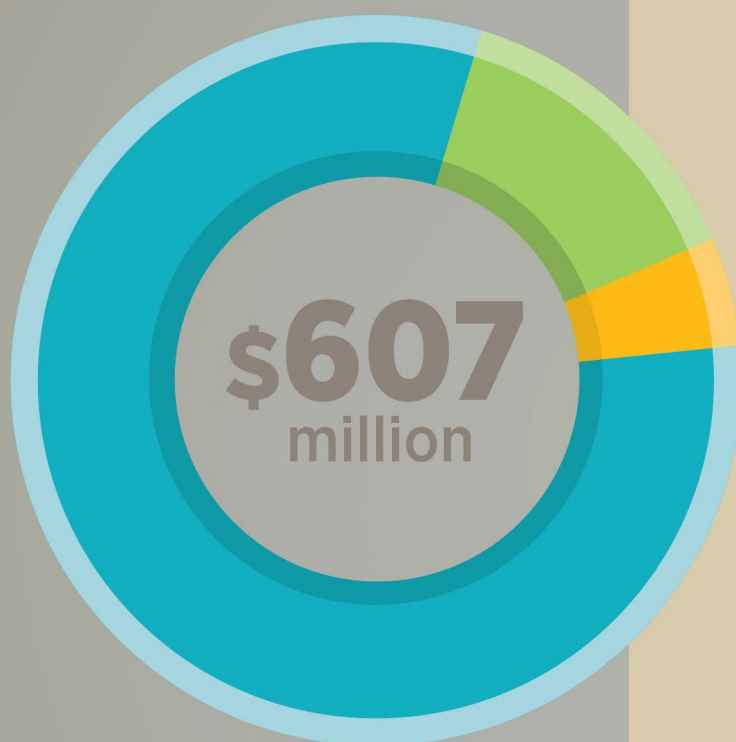
Development and Implementation of a Mobile Fare Payment App

York Region is making it easier to take public transit. The Region's mobile fare payment system is Canada's first and has already helped more than 17,000 users enjoy a convenient and sustainable commute.





Construction of the Durham York Energy Centre

Durham Region is partnering with York Region to create energy from waste. The Durham York Energy Centre can process up to 140,000 tonnes of residential garbage each year to generate enough energy to power approximately 10,000 houses.

Investment in 2017








Productivity and Economic Growth

	Local Roads and Bridges	\$373.0 million
	Public Transit	\$118.8 million
	Regional and Local Airports	\$1.2 million
	Short-line Rail	\$0.2 million

Clean Environment

	Recreation	\$19.3 million
	Capacity Building	\$5.1 million
	Disaster Mitigation	\$1.9 million
	Culture	\$1.4 million
	Sports	\$0.7 million
	Tourism	\$0.6 million

Strong Cities and Communities

	Wastewater	\$29.2 million
	Community Energy Systems	\$21.1 million
	Solid Waste	\$20.4 million
	Drinking Water	\$13.2 million
	Brownfield Redevelopment	\$0.5 million

Investments of the Federal Gas Tax Fund

Safe, up-to-date infrastructure is an essential part of Canada's economic prosperity, long-term sustainability and quality of life. Municipal governments own and maintain much of the infrastructure that Ontarians rely on every day. This includes our vast network of local roads and bridges, public transit systems, drinking water and wastewater infrastructure, streetlights, parks and recreation facilities and much more.

It's no secret that Ontario's infrastructure is under pressure. Much of it was built more than 60 years ago. Some communities are working to build new infrastructure to meet the demands of a growing population. Others must address the challenges that come with an aging population and shrinking tax base. All communities must adapt to more extreme weather, which can put a strain on aging sewer systems and other infrastructure.

Municipal governments cannot rely on property taxes alone to meet local infrastructure needs. The federal Gas Tax Fund provides permanent, stable funding for local infrastructure, allowing municipal governments to meet local needs today and plan for growth and change over time.

The next few pages explain how the federal Gas Tax Fund was used in 2017 and how federal investment in our local infrastructure is helping to achieve increased productivity and economic growth, a cleaner environment and stronger cities and communities.



Rehabilitation of the Blackfriar Bridge in the City of London.

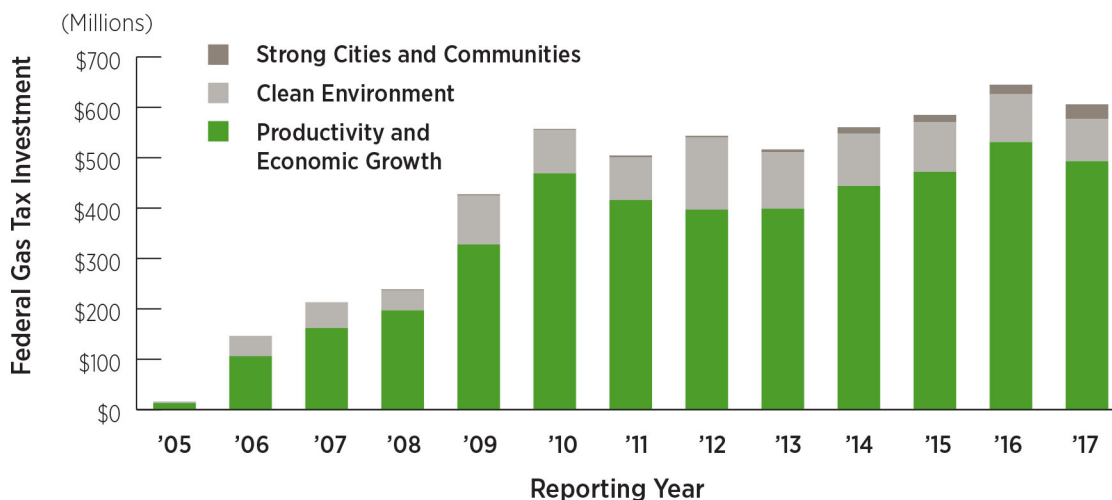
Investments

Ontario's municipalities invested \$607 million from the federal Gas Tax Fund in 2017. This investment supported 1,165 local infrastructure and capacity-building projects worth \$3.1 billion. Detailed project information is available in Part II of this report. Benefits generated by these projects are summarized in Appendix A.

Municipalities have invested nearly \$5.6 billion from the Fund since its establishment in 2005. Federal Gas Tax funds supported 8,118 projects worth almost \$16 billion in that time.

Federal Gas Tax investment is helping to grow local economies. Of the \$607 million invested in 2017, 81% was invested in projects that support productivity and economic growth – a trend stretching back to the creation of the Fund in 2005 (Figure 1). Most of this investment – \$373 million – was used to rehabilitate, widen, or extend local roads and bridges, reflecting the fact that road networks make up the majority of Ontario's municipal infrastructure. The renewal, upgrade and expansion of these networks continue to be a major need for most municipalities.

Figure 1: Federal Gas Tax Investment (2005-2017)

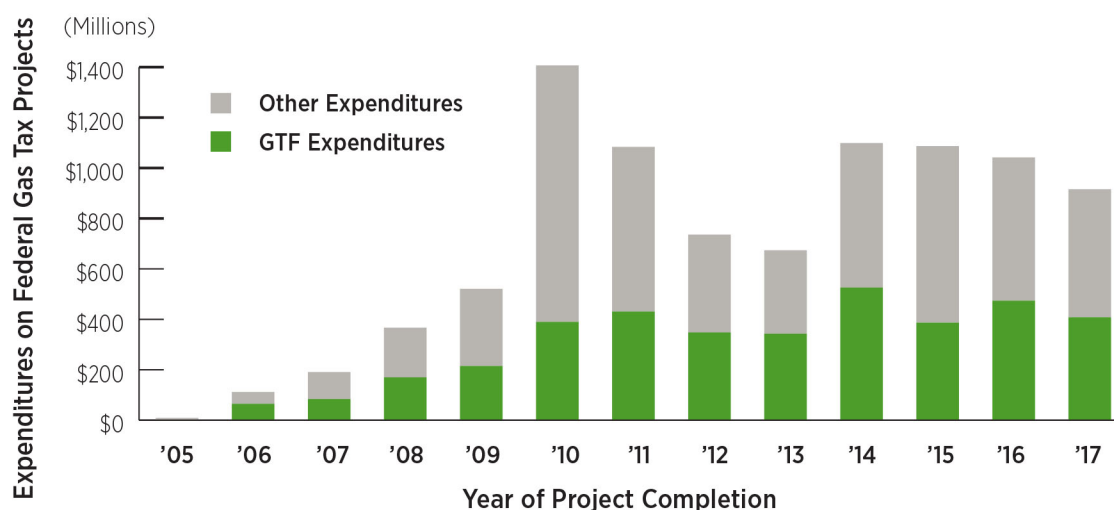


An additional 14% of the total investment was in infrastructure that directly promotes a cleaner environment, including pipes, sewers, energy-efficient retrofits, waste management, and more. Investment in capacity-building initiatives and culture, disaster mitigation, recreation, sports and tourism infrastructure make up the remaining 5% and is helping to build stronger cities and communities across Ontario.

As part of the annual reporting process, municipalities provide the total cost of each project supported by the federal Gas Tax Fund. This information allows AMO to calculate the funding leveraged for each project.

For every \$100 of federal Gas Tax funds invested in projects completed prior to December 31, 2017, municipalities have invested an additional \$141 from other funding sources. This amount varies slightly across projects, between categories, and over time (Figure 2). In 2017, municipalities completed 669 projects with the support of the Fund; on average, \$124 was leveraged for every \$100 of federal Gas Tax investment.

Figure 2: Federal Gas Tax Fund Leveraging (2015-2017)



Some of this leveraging can be credited to the Fund's incrementality requirement. The federal Gas Tax Fund is intended to complement, without replacing or displacing, existing funding for municipal infrastructure. Municipalities cannot use federal Gas Tax funds to reduce municipal taxes or offset municipal infrastructure investments.

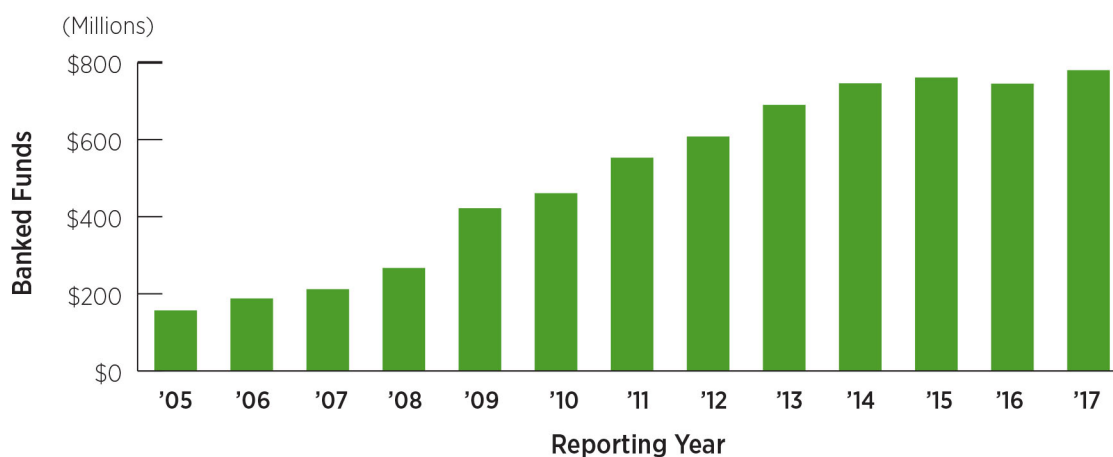
Ontario's communities have met this requirement by leveraging the Fund – and have consistently invested more in local infrastructure than they did prior to the creation of the Fund. Municipal capital investment averaged \$5 billion per year in the five-year period leading up to the establishment of the Fund and over \$9 billion per year in the five-year period preceding this report.

Reserves

Municipalities are permitted to save unused federal Gas Tax Funds for up to five years. This practice means that the Fund has a larger impact on a municipality's ability to meet local infrastructure needs than funding delivered on a project-by-project basis. Banking funds gives municipalities the ability to plan for future infrastructure projects and smooths the impact of year-to-year fluctuations in other infrastructure funding. By the end of 2017, Ontario's municipalities had \$780.8 million in federal Gas Tax reserves.

AMO's agreement with each municipality requires unused funds to be stored in interest-bearing accounts or investments. Banked funds are therefore earning interest, and interest revenues have increased with the amount of federal Gas Tax funds in reserves. Ontario's communities reported interest revenues of \$13.4 million in 2017 – and have earned \$125.9 million since 2005. Interest revenues are treated as federal Gas Tax funds and are reinvested in federal Gas Tax projects.

Figure 3: Federal Gas Tax Funds Held in Reserves (2015-2017)



Rehabilitation of Baybridge Road CPR Overhead Bridge in the City of Belleville.



Replacement of Red Cross Para Transit Bus in the Town of Collingwood.

Benefits of the Federal Gas Tax Fund

Measuring Benefits

By reporting on project results, municipal governments demonstrate how federal investment in local infrastructure is helping to meet the national objectives of increased productivity and economic growth, cleaner environment and stronger cities and communities.

AMO, in consultation with municipalities and with the approval of the Fund's Oversight Committee, developed a series of output and outcome indicators to measure the benefits of each infrastructure investment. Municipalities began reporting benefits generated by federal Gas Tax investments under these new indicators in the 2016 reporting year.

The 2018 Outcomes Report

AMO released an **Outcomes Report** detailing the results achieved by investments of the Fund made between April 2014 and December 2016. A copy of the report is available on our website at www.amo.on.ca.

Municipal governments completed over 2,000 projects worth a combined \$2.7 billion with the support of the federal Gas Tax Fund during this time. Over \$1.3 billion was financed by the Fund.

The Report details the ways in which infrastructure projects supported by the federal Gas Tax Fund delivered economic, environmental and community benefits across Ontario. Over 9,000 lane-km of local roads were rehabilitated or reconstructed – enough to drive from Kenora to Cornwall and back twice. LED streetlight installations and building upgrades saved enough energy to power over 2,400 houses for a year. Investments in recreation facilities encouraged an additional 1,200 residents to get active in fitness programs.

Significant progress was also made in asset management. Almost all municipalities now have an asset management plan covering at least core infrastructure, as described in the next section of this report. Communities primarily invest federal Gas Tax funds to maintain infrastructure in a state of good repair in alignment with these asset management plans.

Benefits Generated in 2017

Municipalities continued to rebuild roadways, install energy-saving retrofits, and improve recreation facilities in 2017. Benefits generated by projects completed in 2017 are summarized in Appendix A.

The Township of Sables-Spanish Rivers' Emiry Road Bridge Replacement

LOCAL ROADS



Emiry Road services local residents and agricultural businesses, including dairy farms, pick-your-own strawberry farms, and a pumpkin farm. The Emiry Road Bridge had been given a reduced load rating due to the deteriorating condition of the wooden structure. The wooden bridge was replaced with a new pre-engineered steel bridge. The new bridge provides better access for residents and agricultural businesses, which are integral to the local economy.

Project Results:

- 180 square metres of replaced bridge
- Average vehicle traffic speed increased by 10 kph during peak hours (from 60 to 70 kph)

Community Archives of Belleville and Hastings County

CULTURE



The Community Archives of Belleville and Hastings County preserves the community's history through the records of local governments, individuals, families, businesses, and organizations. The 5,000 square-foot accessible space is housed in the Belleville Public Library and has climate-controlled storage areas packed with high-density mobile shelving that offer lots of room to store future donations to the collection.

Hastings County residents can learn more about local history by attending outreach events led by the Archivist. The Community Archives also attracts tourists to the area with about 5% of visitors coming from out-of-town to learn more about their ancestors.

Project Results:

- Increase in number of cultural events held each year (from one event to seven events)
- 66% increase in number of residents participating in cultural activities (from 403 to 669)

Sector Progress in Asset Management

Challenges to Infrastructure Investment

Local infrastructure delivers the water that we drink, connects our families and communities, and brings us together for recreation and play. Much of this infrastructure is over half a century old and in need of upgrade or replacement – but funding is limited, our population is aging, and extreme weather events are increasingly common.

Municipal governments face myriad challenges in delivering services. And while some challenges affect all Ontarians, others are local. Communities with declining populations are expected to maintain a stable pool of infrastructure with a shrinking tax base; rapidly growing municipalities are expected to build new infrastructure to meet surging demand.

These pressures shape each community's approach to local infrastructure investment. Rapidly growing municipalities often turn to development charges and debt to expand services – but are left in the lurch when growth slows or fails to meet expectations. Declining municipalities tend to avoid debt, but rely on transfer payments from other levels of government to maintain infrastructure.

These trends are described in research completed in 2017. Learn more by reviewing the latest **report** on municipal infrastructure investment and financial sustainability. A copy of the report is available on our website at www.amo.on.ca.

Asset Management and Financial Sustainability

Communities can draw from a common toolkit to overcome their unique challenges. Strategic use of debt, for example, can ensure that we each pay for a fair share of the infrastructure that we use – now and in the future. Wise use of reserves can smooth year-to-year variations in the availability of funds. A coordinated approach to asset management can ensure that municipalities deliver appropriate levels of service to residents at a sustainable cost.

Asset management is, in fact, essential for financial sustainability. All municipalities manage their assets, of course, and have done so for years; asset management, as a practice, provides a means of managing assets in a structured way so that asset performance, costs, opportunities and risks are balanced with the provision of sustainable levels of service.

Asset Management and the Fund

The federal Gas Tax Fund provides critical support to advance municipal asset management practices. Local governments used \$30 million from the Fund between 2014 and 2017 to develop asset management plans, collect data describing the condition of assets, and drive other capacity-building initiatives.

Use of the Fund is also subject to terms and conditions set out in the Agreement – which include requirements for the implementation of asset management systems. Communities were required to develop and implement asset management plans; they are now expected to use these plans to guide infrastructure planning and investment decisions. Municipalities must also demonstrate how federal Gas Tax funds are being invested in priority projects.

This guidance and support helped municipalities create and expand asset management plans. A little over half of Ontario's communities had an asset management plan in place by the end of 2013, and these plans typically covered only roads, bridges, pipes and sewers. By the end of 2017, all but one municipality had an asset management plan, and these plans often also covered facilities and other assets. **Research** commissioned by AMO confirms that some communities have more than doubled the scope of their asset management plans since 2013. Learn more by reviewing the research available on our website at www.amo.on.ca.

Recent Progress in the Development of Asset Management Systems

Communities are now focusing on the development of asset management systems. In response to AMO's 2017 questionnaire on asset management, prepared in consultation with AMO's asset management working group, municipalities indicated that they are training staff on best practices in asset management, creating governance structure for cross-departmental collaboration, and sharing resources with neighbouring municipalities.

AMO will continue to monitor the municipal sector's progress in the development of asset management systems as required under the Agreement. Research projects described above, along with questionnaires completed by municipalities in 2013 and 2016, are being used as a baseline to assess progress. AMO additionally collected all municipal asset management plans in 2017 and is currently reviewing these plans to identify gaps and determine training needs. AMO will use the insights gained to help municipal staff adopt international best practices and develop asset management systems aligned with their strategic plans.

Sharing Our Story

AMO works directly with the Government of Canada and municipal governments to ensure that Canadians can access information about how the federal Gas Tax Fund is invested in their communities.

AMO facilitates communications related to the federal Gas Tax Fund in several ways, including maintaining an up-to-date database of investment in Ontario, sharing information through social media, working directly with municipalities to share details about individual projects, and much more. The results of our efforts to share our story with Ontario residents, members of parliament and the media are detailed below.

Communications in 2017

News Releases and Media Events

AMO works directly with municipal governments to spread the word about local investment of the federal Gas Tax Fund by issuing news releases and/or organizing media events to announce a local project milestone. In 2017, Infrastructure Canada, AMO and municipal governments worked together to issue 13 news releases and facilitate two media events. This work resulted in local media coverage that recognizes the importance of federal Gas Tax investment in community infrastructure.



Resurfacing of Whalen Line in the Municipality of South Huron

Making Headlines



Federal Gas Tax Fund helping the City of Ottawa provide more Accessible transit.

– Ottawa, Ontario | March 31, 2017



With support from the federal Gas Tax Fund, the City of Ottawa was able to replace Para Transpo's aging fleet of minibuses with 82 new vehicles. This important lifeline provides door-to-door transportation services for residents who are unable to use conventional buses.

Investing in public transit is key to connecting communities and providing the middle class with increased opportunities. Every day, Canadians count on accessible and efficient transit systems to get to work, visit loved ones and access community services. With support from the federal Gas Tax Fund, the City of Ottawa was able to replace Para Transpo's aging fleet of minibuses with 82 new vehicles. This important lifeline provides door-to-door transportation services for residents who are unable to use conventional buses.

Federal Gas Tax supports local road and capital projects in Simcoe County.

– County of Simcoe, | July 10, 2017

The County of Simcoe is pleased to announce that it will receive \$8.4 million from the Government of Canada through the federal Gas Tax Fund (GTF) to support vital community projects in 2017.

Approximately \$5.5 million of the GTF contributions will be applied to enhance nine road rehabilitation projects throughout the County, while \$2.9 million will support two significant roads and transportation capital projects including the Wye River North Bridge Rehabilitation project and the reconstruction of County Road 17 from Severn Falls north to the Big Chute.

City of London receives \$22.3 million investment from Federal Gas Tax fund.

– Global News | August 26, 2017

GTF funding supports hundreds of local infrastructure projects across Ontario each year. In July, the Government of Canada delivered the first of two annual \$391 million GTF installments to Ontario.

The city will use some of their allocation to fund three important local infrastructure projects.

This includes \$4.5 million for the rehabilitation of Veterans Memorial Parkway, \$5 million for water and sewer replacement projects on Dundas Street, to be followed by road and sidewalk work, and \$2.5 million for the installation of new water, road and pedestrian infrastructure on Byron Baseline. According to the city's media release, the Dundas Street and Byron Baseline projects will also have major enhancements in pedestrian infrastructure and bike lanes.



Caledon invests Federal Gas Tax funds in local infrastructure.

– Caledon News | October 29, 2017



The Town of Caledon is investing millions of dollars from federal gas tax funding into local infrastructure projects. In 2016 alone, over \$2.3 million was spent to repair bridges, fix sidewalks and restore roads.

"It's good to know that when you fill up your gas tank, a portion of that money is helping to fund critical infrastructure, like roads and bridges, in our Town" said Mayor Allan Thompson. "I want to thank and recognize the efforts of our AMO municipal partners for a successful advocacy campaign which resulted in this funding."



First phase of Colborne Street construction to be completed by end of year.

– The Wellington Advisor
September 12, 2017

The reconstruction of Colborne Street from Geddes Street North to Queen Street is underway now and will bring significant improvements to historic downtown Elora, officials say.

With support from the federal Gas Tax Fund, work on Colborne Street will include: - replacement of the water main, sanitary sewers and storm sewers, new concrete curbs and gutters and asphalt paving of the street;

- on-street parking, traffic calming measures, new concrete sidewalks and decorative heritage style street lighting improvements; and

- parking and sidewalk layout that will be arranged to accommodate a large existing ash tree which is undergoing treatment for the emerald ash borer

Construction will be completed by the end of 2017 with the final layer of asphalt to be completed in 2018, township officials say.

The total cost of the project is \$1,348,184 with \$141,500 coming from the federal Gas Tax Fund.

Federal Gas Tax Fund and the Ontario Community Infrastructure Fund help improve water and sewer systems in Gananoque

– Town News | May 26, 2017

Up-to-date water and wastewater infrastructure is essential for safe drinking water and clean local waterways. With support from the federal Gas Tax Fund and the Ontario Community Infrastructure Fund, the Town of Gananoque has upgraded water, wastewater and storm water systems on Victoria Avenue.

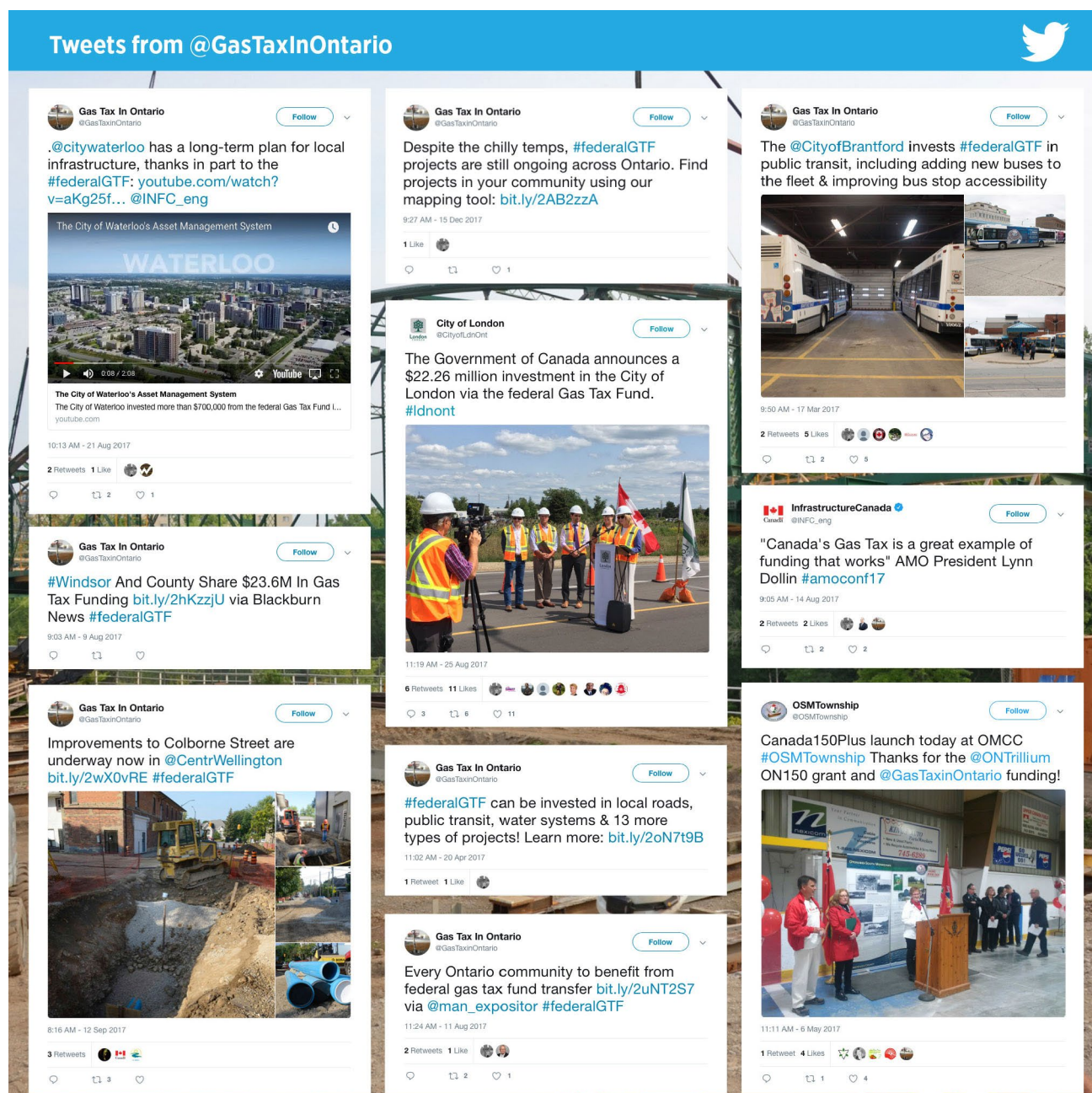
Work on Victoria Avenue included replacement of a 100-year old water main and a 70-year old storm sewer system. The existing sanitary sewer and manholes were also replaced and the road was fully reconstructed.

Social Media

Like many organizations, AMO is focusing more and more on producing social media content to share information about the federal Gas Tax Fund and engage with people online through a dedicated Twitter account, @GasTaxatWork. AMO coordinates its efforts with Infrastructure Canada and individual municipal governments to maximize reach online and spread the word.

In 2017, @GasTaxinOntario earned:

933 followers | **241** re-tweets, likes and replies | **88** link clicks

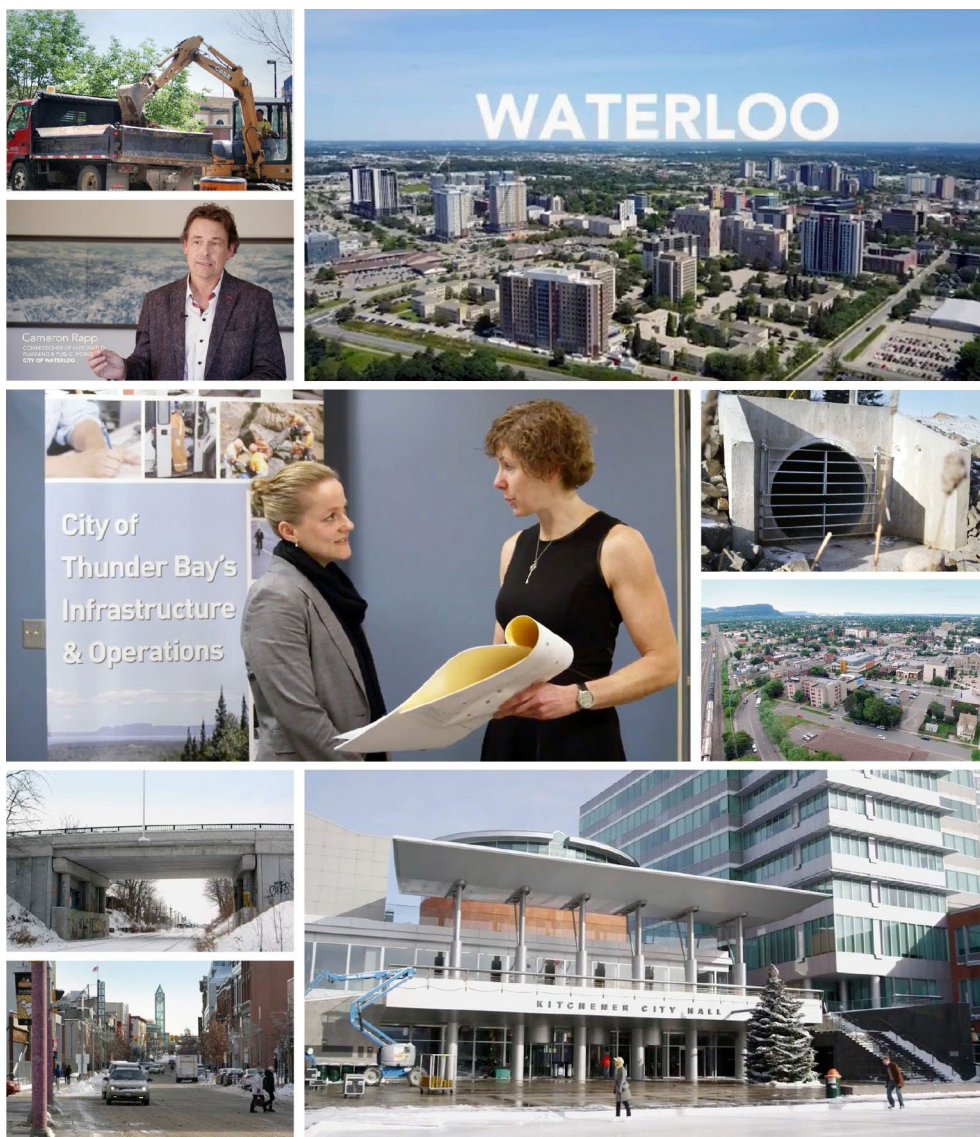


Videos



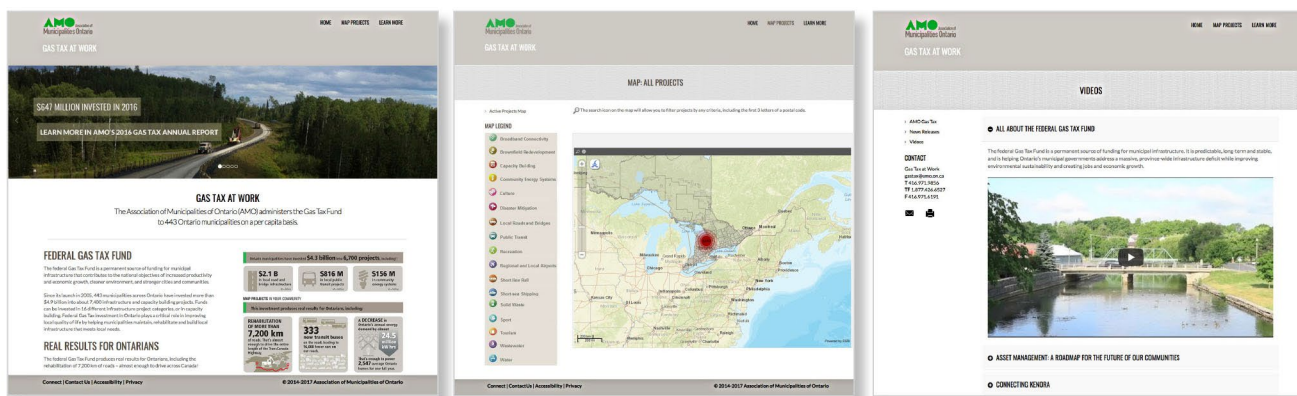
Audiences are consuming content through video more than ever before and AMO has been producing videos to share federal Gas Tax Fund stories since 2013. In 2017 **AMO produced four unique videos** to highlight infrastructure in six Ontario communities:

- The City of Waterloo's Asset Management System
- New Recycling Centre in the City of St. Thomas
- Kincardine's Leachate Treatment Facility
- Tracking our Progress: Reporting on Federal Gas Tax Fund Outcomes (featuring the City of Thunder Bay, the City of Kitchener, and North Frontenac Township)



Gas Tax at Work

AMO continues to maintain **www.gastaxatwork.ca** – an online database of federal Gas Tax project information. The unique mapping function gives users information about exactly where and how the Fund is invested in Ontario communities. The website also includes general information about the Fund as well as links to videos and news releases. A new website and mapping tool is expected to be launched in 2019.



Education

Part of AMO's role administering the federal Gas Tax Fund is to ensure that municipal governments have the information that they need to effectively report on local investment, including reporting on project outcomes. This serves as the foundation for AMO's work in sharing the local benefits of the Fund in communications across Ontario.

AMO shares program updates and other information directly through email, through the WatchFile (AMO's weekly e-newsletter), at municipal education forums, by producing videos and on-demand webinars and through social media. Program information and detailed reporting instructions are available 24-7 at **www.amo.on.ca**.

In 2017, AMO and Infrastructure Canada delivered a special education session at the AMO Conference in Ottawa. AMO also delivered presentations related to the Fund at conferences for the Canadian Network of Asset Managers (CNAM), the Municipal Finance Officers' Association (MFOA), and many local events across Ontario. AMO staff also participated in several knowledge-sharing sessions with Asset Management Ontario and the Federation of Canadian Municipalities.

Gas Tax Awards



AMO Gas Tax Awards are given out each year to municipal governments that demonstrate excellence in the use of the federal Gas Tax Fund. The Awards highlight infrastructure projects that make a difference in our communities by addressing local needs, creating economic growth or achieving environmental outcomes. All nominees were evaluated by an Awards Committee based on how the project:

- **Advances national objectives** – by boosting productivity and economic growth, promoting a cleaner environment, or strengthening communities;
- **Supports long-term planning** – by building capacity for planning and asset management, addressing long-term needs, or generating long-lasting benefits;
- **Addresses local needs** – by creating wide-ranging community benefits that meet the diverse needs of multiple residents and businesses; and
- **Leverages the Fund** – by combining federal Gas Tax funds with other sources of funding to achieve greater positive outcomes.



2018 Winner: The Town of LaSalle's Water Meter Replacement Project.



2018 Winner: Clearview Township's Public Transit Project.

The Township of Clearview's Public Transit Project



Clearview Township invested the federal Gas Tax Fund in launching a new municipal transit service. By launching a transit service now, the small community of 14,500 residents is meeting today's needs while planning for growth that will happen in the future.

Transportation in rural communities can be a challenge for those without regular access to a car. With help from the federal Gas Tax Fund, Clearview has been able to implement an affordable, reliable transit system that gives residents options for getting around town. The bus route was planned so that it serves all major points of interest in the Town of Stayner, including Town Hall, grocery stores, parks, residential areas, retirement homes, schools, medical centres and more. Bus stops are located so that all residents can access them within a 3-5-minute walk.

"The Government of Canada is committed to working with municipalities to ensure that they are ready for tomorrow's challenges. The federal Gas Tax Fund allows municipalities like the Township of Clearview to invest in public transit infrastructure projects that help build strong, sustainable communities now and for decades to come."

*- The Honourable François-Philippe Champagne,
Minister of Infrastructure and Communities*



*From left to right
Chris Vanderkrays,
Mayor of Clearview
Township, Lynn
Dollin, Immediate
Past AMO
President, Gary
McNamara, Former
AMO President.*

"The federal Gas Tax Fund helped Clearview launch its first transit system. Our bus route serves a community of about 4,500 but we already have 600 riders per month. Investing in transit now will allow us to enhance the service over time as our community grows."

*- Christopher Vanderkrays,
Mayor of the Township of
Clearview*



The Town of LaSalle's Water Meter Replacement Project



The Town of LaSalle invested \$2.2 million from the federal Gas Tax Fund into replacing 85% of its water meters that were not providing accurate readings. The new meters allow staff to identify abnormal water use patterns at any time, leading to early leak detection, less water usage and ultimately, lower water bills.

The Town has also brought utility billing in-house to better serve residents. Water customers now have a one-stop shop for any service or billing requests and can also access their accounts online. This new system is more convenient for residents and allows for better customer service.

"The Government of Canada is committed to working with Ontario municipalities to ensure they receive the support they need to build strong and vibrant communities. The federal Gas Tax Fund gives municipalities like LaSalle the flexibility to invest in infrastructure projects that address local needs and create a more sustainable future for its residents."

- The Honourable François-Philippe Champagne, Minister of Infrastructure and Communities



From left to right Lynn Dollin, Immediate Past AMO President, Ken Antaya, Mayor of the Town of LaSalle, Gary McNamara, Former AMO President.

"Investing the federal Gas Tax Fund in 10,300 new water meters has led to a better experience for local water customers, and a reduction in water loss due to more accurate billing. We have also decreased our own costs by bringing the meter reading, billing and collection in-house."

- Ken Antaya, Mayor of the Town of LaSalle



Risk Management and Compliance

AMO's Risk Management Framework

The Agreement establishes terms and conditions on municipalities' use of the Fund. AMO uses a risk-based approach that minimizes municipal administrative costs and recognizes municipalities as a mature order of government to monitor compliance with these requirements. The approach is defined by AMO's risk management framework.

The framework combines policies, plans, processes and education. These components collectively state AMO's goals and objectives pertaining to risk management, describe responsibilities and procedures for managing risk, and guide the development of training materials for municipal staff managing federal Gas Tax funds. The framework is reviewed annually. Components evolve as the framework matures.

Assessing Risk

Municipalities complete a **questionnaire** each year when reporting their use of federal Gas Tax funds. The questionnaire asks if specific financial policies and standard operating procedures relevant to administration of the Fund have been implemented. Responses are used to assess compliance risks and target AMO's efforts to manage risks.

Monitoring Compliance

A minimum of ten per cent of municipalities receiving federal Gas Tax funds through AMO are selected each year for a compliance audit. Municipalities are randomly selected by AMO's auditor, Grant Thornton LLP, in accordance with established selection criteria. Audits are completed by Grant Thornton LLP or Collins Barrow LLP.

Compliance audits confirm that terms and conditions on municipalities' use of federal Gas Tax funds are met. Auditors additionally attest to the accuracy of responses to the questionnaire described above. Summaries of the compliance audits completed for the 44 municipalities selected in 2017 are available in Part II of this report.

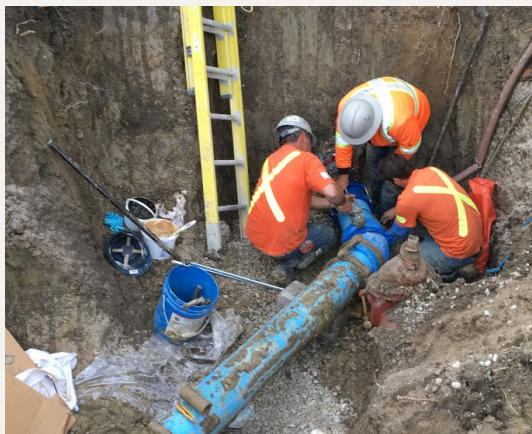
AMO's Compliance Audit

The Administrative Agreement also establishes terms and conditions for AMO's administration of the Fund. A compliance audit is conducted each year to confirm that AMO has fulfilled these requirements.

The compliance audit for the year ending December 31, 2017 was completed by Grant Thornton LLP. The audit confirms that AMO has complied with terms and conditions set out in the Administrative Agreement. A copy of the audit is included in Part II of this report.

The Town of Tecumseh's Sanitary Sewer Extension

WASTEWATER



The Town of Tecumseh extended a sanitary sewer along Pulleyblank Street, Crowder Court and Moro Drive. This is a multi-year, multi-phase project to transfer local industrial properties from failing septic sewage systems to new sewers. This phase of the project brought new services to 23 properties – all part of a local industrial park. Before this project began, the businesses could not expand over their existing septic tanks, meaning they were unable to grow local operations. This investment in sanitary sewers opens up the possibility for future development, including private expansion on each property.

Project Results:

- 2,240 metres of repaired, rehabilitated or replaced stormwater sewers
- 940 metres of new sanitary sewers

The Township of North Frontenac's Clarendon Miller Community Upgrades

CAPACITY BUILDING



The Clarendon Miller Community Hall is a gathering place for residents in the rural community of North Frontenac. The Hall is part of the Clar-Mill Community Centre, where residents can access a walking trail, playground, rest area and the Township's war memorial where a Remembrance Day ceremony is held each year.

This project involved paving about 2,700 square metres at the Community Centre property to stop water from running into the park and playground area and provide a smooth surface that is more accessible for people that use wheelchairs. The improvements

have enhanced the overall accessibility of the Community Hall. Residents that were previously unable to attend community events due to accessibility barriers can now access the Clarendon Miller Community Hall with ease.

Project Results:












- 1,800 residents will benefit from the investment in recreational infrastructure
- Increase in annual number of visitors to the community (from 1,000 to 2,000)

Appendix A:

Project Results Reported in 2017

Investment in Completed Projects

Municipalities completed 622 infrastructure projects in 2017. The table below illustrates the distribution of these projects – and the funds that supported them – across project categories.³

Category	Completed Projects	Cumulative Federal Gas Tax Investment	Cumulative Project Costs
 Brownfield Redevelopment	2	\$3,388,121	\$9,661,042
 Community Energy Systems	42	\$11,456,320	\$14,361,598
 Culture	4	\$197,823	\$1,369,006
 Drinking Water	31	\$16,007,797	\$55,069,537
 Local Roads and Bridges	439	\$258,957,997	\$541,948,222
 Public Transit	18	\$55,304,231	\$89,653,418
 Recreation	31	\$6,305,417	\$29,379,893
 Regional and Local Airports	3	\$294,275	\$311,537
 Solid Waste	12	\$177,942,166	\$230,367,349
 Sports	1	\$500,000	\$650,000
 Wastewater	39	\$29,466,192	\$111,508,059
Total	622	\$559,820,341	\$1,084,279,661



Municipality of North Perth's Steve Kerr Memorial Complex.



Streicher Line Paving Project in the Township of Wellesley.



LED Streetlight Conversion in the City of St. Catharines.

³ Cumulative federal Gas Tax investment is shown to the end of December 31, 2017 – but financing is ongoing for 31 of the 622 projects that completed construction in 2017.

Project Results

Municipalities report results achieved by infrastructure projects supported by the federal Gas Tax Fund when construction is completed. Results achieved by the 622 infrastructure projects that completed construction in 2017 are described in the tables below.

BROWNFIELD REDEVELOPMENT	Projects	Total
Area remediated, decontaminated or redeveloped (ha)	1	6
Volume of contaminated soil removed (m ³)	1	250
Volume of contaminated water removed (ML)	1	19

COMMUNITY ENERGY SYSTEMS	Projects	Total
Number of buildings retrofitted	25	32
Number of buildings built with energy-efficient materials or systems	2	3
Number of LED street lights installed	12	10,722
Increase in annual energy generation (kWh)	1	509
Reduction in annual energy consumption (GWh)	29	7
Reduction in annual fossil fuel consumption (ML)	8	106,826
Reduction in annual greenhouse gas emissions (tonnes of CO ₂ e)	2	108

CULTURE	Projects	Total
Number of new, renovated or upgraded arts facilities, libraries and museums	3	5
Number of renovated heritage sites or buildings	1	1
Increase in annual number of visitors to the community	1	31
Increase in number of cultural events held annually	3	12
Increase in number of residents participating in cultural activities	4	1,319
Number of businesses positively affected	1	10

DRINKING WATER	Projects	Total
Length of new watermains (km)	8	6
Length of rehabilitated or replaced watermains (km)	23	22
Reduction in average daily water leakage (ML)	1	1
Reduction in days in which boil water advisory was issued in a year	1	2
Increase in number of households with water meters / transmitters	2	10,320
Reduction in annual number of watermain breaks	11	24
Increase in number of properties connected to fire hydrants and/or with fire protection	6	102
Number of residents with access to new, rehabilitated or replaced water distribution pipes	21	6,334
Volume of drinking water treated to a higher standard (ML)	1	108

LOCAL ROADS AND BRIDGES	Projects	Total
Local Roads		
Length of new paved roads and gravel roads converted to paved roads (lane-km)	47	183
Length of new unpaved roads (lane-km)	5	18
Length of rehabilitated unpaved roads (lane-km)	46	371
Length of rehabilitated or replaced paved roads (lane-km)	269	2,346
Length of roads with improved drainage (lane-km)	116	543
Increase in length of paved roads rated as good and above (lane-km)	264	1,937
Increase in length of unpaved roads rated as good and above (lane-km)	39	284
Average change in average vehicle traffic speed during peak hours (%)	85	31
Increase in capacity of sand or salt storage sites (tonnes)	2	6,044
Number of intersections with advanced traffic management systems	11	24
Number of residents with access to new, rehabilitated or replaced roads	144	1,404,566
Number of residents with improved access to highways or neighbouring municipalities	81	737,330
Bridges and Culverts		
Number of new bridges and culverts	6	9
Number of rehabilitated or replaced bridges and culverts	59	195
Surface area of new bridges and culverts (m ²)	6	4,011
Surface area of rehabilitated or replaced bridges and culverts (m ²)	50	13,987
Increase in surface area of bridges and culverts with condition of the primary component rated as good and above (m ²)	53	14,565
Number of residents with access to new, rehabilitated or replaced bridges and culverts	35	697,183
Active Transportation		
Length of new bike lanes (m)	1	86,415
Length of new sidewalks (m)	8	3,258
Length of new walking trails (m)	1	126
Number of rehabilitated or replaced pedestrian bridges	1	4
Length of rehabilitated or replaced sidewalks (m)	11	24,665
Length of rehabilitated or replaced walking trails (m)	1	60
Length of rehabilitated or replaced multi-use trails (m)	1	957
Surface area of rehabilitated or replaced pedestrian bridges (m ²)	1	120
Number of residents with access to new, rehabilitated or replaced bike lanes, sidewalks, hiking and walking trails, and/or pedestrian bridges	22	981,986

PUBLIC TRANSIT	Projects	Total
Number of new public transit vehicles	7	51
Number of rehabilitated, refurbished or replaced public transit vehicles	7	148
Increase in number of accessible vehicles	4	33
Increase in number of accessible transit facilities	1	1
Average increase in annual number of regular service passenger trips on conventional transit per capita	2	1
Average increase in annual revenue vehicle kilometres per capita	3	11
Decrease in average age of fleet (%)	5	27
Number of residents with improved access to transit facilities	1	4,029
Number of transit facilities with accessibility or service upgrades/enhancements	4	17
Number of transit vehicles with accessibility or service upgrades/enhancements	5	61

RECREATION	Projects	Total
Number of new, renovated or rehabilitated comfort stations, picnic shelters and playground structures	11	29
Number of new, renovated, rehabilitated or upgraded arenas, community centres, fitness facilities, pools, sports fields and sport-specific courts	18	32
Increase in annual number of visitors to the community	3	525
Increase in annual number of registered users	5	5,201
Capacity of new, renovated, rehabilitated or upgraded fitness facilities, arenas and community centres	6	10,762
Number of businesses positively affected	14	340
Number of residents who will benefit from the investment	25	413,412

REGIONAL AND LOCAL AIRPORTS	Projects	Total
Number of businesses positively affected	3	220

SOLID WASTE	Projects	Total
Number of new blue bins	2	2,808
Number of new garbage or recycling trucks	1	1
Number of new landfill facilities	1	1
Number of new waste incineration facilities	1	1
Number of rehabilitated or expanded landfill facilities	2	2
Increase in number of households participating in recycling or organics collection	4	11,139
Increase in total waste collected, disposed in landfills, incinerated and diverted from landfills annually (tonnes)	4	108,366
Increase in volume of methane gas captured annually (m ³)	1	1,315,948

SPORTS	Projects	Total
Number of businesses positively affected	1	4

WASTEWATER	Projects	Total
Length of new sanitary sewers (m)	3	1,798
Length of new stormwater sewers (m)	12	7,639
Length of rehabilitated or replaced sanitary sewers (m)	17	11,613
Length of rehabilitated or replaced stormwater sewers (m)	18	10,785
Change in reserve sewage treatment plant capacity (ML)	1	511
Change in serviced area protected by green infrastructure (ha)	1	2
Change in number of residents serviced by stormwater/sanitary infrastructure	20	3,053
Reduction in energy used by treatment system per ML of wastewater treated (kWh)	1	4
Reduction in annual number of sanitary sewer backups	8	35

Appendix B:

Financial Statements



2017 Financial Statements - AMO Year End Balance

December 31, 2017

	2017	2014 - 2017
Opening Balance	\$889,012	
Revenues		
Received from Canada	\$631,326,358	\$2,433,435,282
Interest Earned	\$226,995	\$1,116,006
Net	\$631,553,353	\$2,434,551,288
Expenditures		
Transferred to Municipalities	\$(628,224,368)	\$(2,437,512,952)
Administration Costs	\$(3,101,991)	\$(12,112,535)
Net	\$(631,326,359)	\$(2,449,625,487)
Closing Balance	\$1,116,006	

2017 Financial Statements - Municipal Aggregate Annual Expenditure Report

December 31, 2017

	2017	2014-2017
Opening Balance	\$745,765,133	
Revenues		
Allocations Received from AMO	\$628,224,368	\$2,437,014,790
Proceeds from the Disposal of Assets	\$32,500	\$136,488
Interest Earned	\$13,386,229	\$54,109,248
Net	\$641,643,097	\$2,491,260,526
Transfers		
In	\$39,580,937	\$150,817,826
Out	\$(39,580,937)	\$(150,817,826)
Net	-	-
Expenditures on Eligible Projects		
Broadband Connectivity	-	\$(25,864)
Brownfield Redevelopment	\$(489,716)	\$(5,329,506)
Capacity-Building	\$(5,132,852)	\$(29,998,169)
Community Energy Systems	\$(21,078,363)	\$(78,148,506)
Culture	\$(1,418,072)	\$(3,698,609)
Disaster Mitigation	\$(1,855,040)	\$(3,094,379)
Drinking Water	\$(13,208,081)	\$(63,348,468)
Local Roads and Bridges	\$(373,038,453)	\$(1,463,546,252)
Public Transit	\$(118,818,378)	\$(475,018,997)
Recreation	\$(19,289,672)	\$(35,388,240)
Regional and Local Airports	\$(1,150,141)	\$(3,131,334)
Short-line Rail	\$(201,225)	\$(201,225)
Short-sea Shipping	-	-
Solid Waste	\$(20,445,926)	\$(91,242,310)
Sports	\$(653,083)	\$(1,704,783)
Tourism	\$(619,463)	\$(966,295)
Wastewater	\$(29,215,237)	\$(145,839,009)
Net	\$(606,613,701)	\$(2,400,681,946)
Closing Balance	\$780,794,529	

Through the federal Gas Tax Fund, national investment in local infrastructure is helping to grow Canada's economy, improve the environment, and build stronger communities.





Association of Municipalities of Ontario (AMO)

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 E-mail: gastax@amo.on.ca
 Twitter: @GasTaxinOntario

Websites: www.amo.on.ca
www.GasTaxAtWork.ca
www.infrastructure.gc.ca



Compared with other industry products made with 100% virgin fiber, printing this annual report saved:



Photography: Thank you to all of the municipalities that contributed photos of their local infrastructure projects. Others taken by Rick Chard, www.rickchard.com
 Photos of the City of London's Blackfriar Bridge taken by MJ Idzerda.
 Photos of the City of Kitchener's Kiwanis Park Pool taken by Emily Lambe Photography.



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

GRCA's new strategic plan shapes the path forward

The GRCA board recently approved a renewed strategic plan, which will guide the direction of the organization for the next three years — 2019 to 2021.

New Vision and Mission statements have been written, and four Strategic Priorities are identified. The new plan includes key actions that will enhance and build on GRCA programs, while responding to emerging trends.

GRCA hired GLPI Inc. to help facilitate the process of renewing the strategic plan, which was last updated in 2012. Workshops were held with the management committee, staff members and the GRCA board. In addition, the update was informed by provincial public consultation tied to the recent update to the Conservation Authorities Act, along with information gathered during the 2017 GRCA Communications Audit.

The Plan will be available on the GRCA website later this year.

Federal grant applications submitted by GRCA

The GRCA is applying for just over \$1 million in federal funding from the National Disaster Mitigation Program for a variety of projects.

The GRCA is requesting funds for projects including a flood mitigation study for New Hamburg, minor floodwall stabilization works along Ballantyne Drive in Brantford, and equipment purchases including weather and flow monitoring infrastructure for systems that have reached the end of their design life.

This government funding program was set up to improve the state of knowledge regarding natural disasters in order to build safer and more resilient communities now and in the future. Of all potential natural disasters, the focus of the program is currently on flooding, which routinely represents the largest disaster-related cost to Canadians. The GRCA has made arrangements to

match the federal funding.

Dry September

September was dry, which contrasts with wet weather across the watershed in August.

Higher rainfall in August helped to stabilize the water levels of the large reservoirs. The Shand and Conestogo reservoirs are within their normal range for this time of year, while Luther is slightly above normal. The Guelph reservoir is below normal because the Speed River system remains low. On average, these reservoirs are now filled to around 30 per cent capacity, which is normal for this time of year.

During September, about 75 per cent of the flow through Kitchener and nearly 35 per cent through Brantford came from the reservoirs. On the Speed River, 55 per cent of the flow was from the Guelph reservoir.

The Grand River Low Water Response Team removed the Level 1 low water condition on September 14 as a result of high rainfall and higher stream flows in August.

Temperatures in September were also well above the long-term average, continuing the warm weather trend that has been underway since May.

The level of Lake Erie continues to be above the long-term average. While the average elevation in August was higher than the same time last year, it dropped in September. But Lake Erie remains high, and the potential for shoreline flooding and shore erosion is higher than normal over the fall through to early next summer.

Watershed fish plan celebrates 20 years

Since the Grand River Fisheries Management Plan (GRFMP) was approved 20 years ago, a committee has been working to improve river health.

Organizations and agencies worked together as partners to develop a collaborative process to





It was a happy day in September when past and present members of the Grand River Fisheries Management Plan Implementation Committee gathered for a celebration of the 20th anniversary of the plan at the GRCA head office in Cambridge. The fish plan was the first of its kind in the province and has resulted in many river improvements throughout the years.

gather input from communities across the watershed. The resulting plan was signed in September, 1998.

Since then, a committee made up of representatives of partner organizations and agencies has been meeting regularly to implement the fish plan. Together they have spearheaded countless initiatives to realize the potential of the watershed fisheries.

The watershed-wide fish plan was the first of its kind in Ontario and it remains a model in the province and elsewhere. It has garnered provincial and national awards and has brought international recognition to the Grand River.

Volunteers and organizations undertake work days, research, cleanups, planting events and annual fish stocking events. The partners have designed projects big and small to advance the 42 “best bets” that are laid out in the fish plan.

Anglers, ecologists, corporate volunteers and community members all dedicate time each year for the benefit of the local fisheries.

Planning for Alert Ready warning for flooding

A meeting is being arranged with Emergency Management Ontario (EMO) to investigate how the new Canadian Alert Ready system can be used to complement the GRCA's emergency preparedness plans

for the large dams that we operate.

This Alert Ready system is used to warn the public about emergencies. It is part of a national service designed to deliver critical and potentially life-saving emergency alert messages to Canadians through their cellphones.

The system has the potential to provide alerts related to dam breaks and flash floods within localized areas.

To learn more about Canada's Alert Ready system, visit www.alertready.ca.

Order trees from the GRCA for spring 2019

Rural landowners can now order trees from the GRCA for planting next spring.

Landowners who have at least one hectare (2.5 acres) of land are eligible to order trees that they can plant themselves. Online tree orders can be placed October 1, 2018 to March 1, 2019, and orders can also be taken by mail. Ordering early is advisable for the best selection of trees.

Landowners with at least two hectares (five acres) of property may also be interested in having a GRCA forestry specialist come to their property to put together a planting plan, arrange for the planting of their trees, and help them to access funding programs to offset the cost of their tree planting project (if applicable).

There is no cost for this planning service,

but demand is high, so interested landowners will be put on a waiting list to be contacted at a later date by one of the GRCA's forestry specialists. To be put on this waiting list, please email trees@grandriver.ca or call 519-621-2761 and ask to speak to a forestry specialist.

For more information, to order trees and to view the tree availability list, go to the forestry section of the GRCA website at www.grandriver.ca/Trees.

This issue of *GRCA Current* was published in October 2018.

It is a summary of the October, 2018 business conducted by the Grand River Conservation Authority board and committees, as well as other noteworthy happenings and topics of interest.

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

Next board meeting:
October 26 at 9:30 a.m.,
GRCA Administration Centre

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

View coming events:
www.grandriver.ca/events

**THE CORPORATION OF THE TOWNSHIP OF WILMOT
BY-LAW NO. 2018-48**

**ST AGATHA DRAIN 2015
BEING AN ACTUAL COST BY-LAW
TO AMEND BY-LAW NO. 2015-54**

WHEREAS By-law No. 2018-48 of the Corporation of the Township of Wilmot provided for executing and completing the drainage works known as the St Agatha Drain 2015, at an estimated cost of \$568,560.00 and for levying the requisite sum of \$568,560.00 or such reduced sum after taking into account allowance and applicable grants;

AND WHEREAS the actual cost of the executing and completing the said drainage works is \$574,275.04;

AND WHEREAS it is expedient that By-Law No. 2015-54 be amended to provide for the raising by assessment the final amount of \$574,275.04;

NOW THEREFORE the Council of the Corporation of the Township of Wilmot amends By-Law 2015-54 as follows:

1. The final amount of \$574,275.04 shall be applied prorata to the assessments in “Schedule of Assessments” within the St Agatha Drain 2015 report dated August 6, 2015, and as amended by the Drainage Tribunal Order dated May 11, 2016, which formed part of by-law No. 2015-54. The prorata assessments are outlined in Schedule A” attached and forming part of this by-law.
2. The amount assessed to lands used for agriculture shall be reduced by the one-third grant available in accordance with Section 85 (a) (1) and 87 (1) (a) of the Drainage Act, R.S.O. 1990, Chapter D.17.
3. The amount assessed to lands which were granted an allowance under Sections 29 to 33 of the Drainage Act shall be reduced by the amount of the allowance as applicable in accordance with Section 62(3) of the Drainage Act.
4. This by-law shall come into force upon final passage thereof and may be cited as the St Agatha Drain 2015 Amending By-Law No. 2018-48.

READ a first and second time in this 5th day of November, 2018.

READ a third time and finally passed in Open Council this 5th day of November, 2018.

Mayor

Clerk

SCHEDULE A to Bylaw No. 2018-48
St Agatha Drain 2015

Con		Lot	Roll No. 3018-080-	Current owner	Assessment from Report	Actual Assessment	Less: 1/3 Grant	Less: Allowances	Net Assessment
SER		6	008-002-00	E. Sooley	819.00	829.35			829.35
SER		6	008-003-00	2029941 Ont Inc	813.00	823.28			823.28
SER		6	008-003-01	K. Henrich	851.00	861.76			861.76
SER		6	-008-004-00	B. Stoddart	838.00	848.59			848.59
SER		6	-008-005-00	A. Potter	163.00	165.06			165.06
SER		6	-008-006-00	D. Brundula	163.00	165.06			165.06
SER		6	-008-007-00	A. Fisher	163.00	165.06			165.06
SER		6	-008-007-01	E. Weikmann	163.00	165.06			165.06
SER		6	-008-008-00	B. Burns	169.00	171.14			171.14
SER		6	-008-009-00	Reyes	819.00	829.35			829.35
SER		6	-008-010-00	R. Dietrich	813.00	823.28			823.28
SER		6	-008-011-00	Allen	832.00	842.52			842.52
SER	*	6	-008-012-00	L. Haid	23,115.00	23,407.14	7,802.38	3,600.00	12,004.76
SER		6	-008-013-00	Faz Investments Inc	457.00	462.78			462.78
SER	*	6	-008-014-00	T. Schmidt	1,708.00	1,729.59	576.53		1,153.06
SER		6	-008-014-01	R. Dhaliwal	272.00	275.44			275.44
SER		6	-008-014-02	K. Dietrich	212.00	214.68			214.68
SER		6	-008-014-03	J. Aikins	1,233.00	1,248.58			1,248.58
SER		6	-008-014-04	D. Baumbach	1,082.00	1,095.67			1,095.67
SER		6	-008-014-05	R. Schmitt	1,082.00	1,095.67			1,095.67
SER		6	-008-014-06	J. Weiler	1,082.00	1,095.67			1,095.67

SER		6	-008-014-07	L. Petrunak	920.00	931.63			931.63
SER		6	-008-014-08	R. Shaw	806.00	816.19			816.19
SER		6	-008-014-09	K. Gerber	844.00	854.67			854.67
SER		6	-008-014-11	B. Carter	992.00	1,004.54			1,004.54
SER		6	-008-014-12	G. Swartzentruber	992.00	1,004.54			1,004.54
SER		6	-008-014-13	N. Wilhelm	1,098.00	1,111.88			1,111.88
SER		6	-008-014-14	Region of Waterloo	932.00	943.78			943.78
SER		6	-008-015-00	T. Schmidt	140.00	141.77			141.77
SER	*	5&6	-008-016-00	J. Droppert	2,571.00	2,603.49	867.83		1,735.66
SER		5	-008-016-01	E. Hinschberger	186.00	188.35			188.35
SER		5	-008-017-00	D. Kroetsch	514.00	520.50			520.50
SER	*	5	-008-017-01	RJS Farms Ltd	4,477.00	4,533.58	1,511.19	100.00	2,922.39
NER		4	-008-043-00	J. Nedeljkovich	563.00	570.12			570.12
NER		4	-008-044-00	E. Remers	410.00	415.18			415.18
NER		4	-008-045-00	K. Asselin	1,226.00	1,241.49			1,241.49
NER	*	4	-008-046-00	N. Dietrich	32,529.00	32,940.12	10,980.04	300.00	21,660.08
NER	*	5	-008-047-00	J. Bak	32,759.00	33,173.03	11,057.68	2,600.00	19,515.35
NER	*	5	-008-048-00	L. Haid	35,133.00	35,577.03	11,859.01	2,500.00	21,218.02
NER		5	-008-049-00	M. Barney	244.00	247.08			247.08
NER		5	-008-050-00	S. Earle	244.00	247.08			247.08
NER		5	-008-051-00	S. Dietrich	244.00	247.08			247.08
NER		5	-008-051-01	T. Shantz	244.00	247.08			247.08
NER		5	-008-052-00	T. Blackwell	613.00	620.75			620.75
NER	*	5	-008-053-00	S. Dubrick, D. Moore	244.00	247.08			247.08
NER	*	5	-008-053-01	T. Grant	16,532.00	16,740.94	5,580.31	1,300.00	9,860.63

NER		5	-008-054-00	J. Grant	8,922.00	9,034.76	3,011.59	500.00	5,523.17
NER		6	-008-055-00	Bri-Al Fisher Services Inc	1,156.00	1,170.61			1,170.61
NER		6	-008-056-00	B. Fisher	349.00	353.41			353.41
NER		6	-008-057-00	D. Perrin	349.00	353.41			353.41
NER		6	-008-058-00	T. Malleck	421.00	426.32			426.32
NER		6	-008-059-00	J. Reinhardt	241.00	244.05			244.05
NER		6	-008-060-00	P. Bisch	313.00	316.96			316.96
NER		6	-008-062-00	Roman Catholic Church	673.00	681.51			681.51
NER	*	6	-008-063-00	Kraehling Farms Inc	60,561.00	61,326.41	20,442.14	1,400.00	39,484.27
NER		6	-008-064-00	Notre Dame Assets Inc	2,328.00	2,357.42			2,357.42
NER		6	-008-064-10	Waterloo Common Elements	5,910.00	5,984.69		300.00	5,684.69
NER		6	-008-064-12	W. Van Der Eijk	896.00	907.32		200.00	707.32
NER		6	-008-064-14	G. Glaubitz	896.00	907.32		200.00	707.32
NER		6	-008-064-16	L. Hart	896.00	907.32		200.00	707.32
NER		6	-008-064-18	J. Beitz	896.00	907.32		200.00	707.32
NER		6	-008-064-20	B. Feeney	896.00	907.32		200.00	707.32
NER		6	-008-064-22	J. Wahl	896.00	907.32		200.00	707.32
NER		6	-008-064-24	J. Reid	896.00	907.32		200.00	707.32
NER		6	-008-064-26	G. Dietrich	896.00	907.32		200.00	707.32
NER		6	-008-064-28	J. Gehl	896.00	907.32		200.00	707.32
NER		6	-008-064-30	S. Harrold	888.00	899.22		200.00	699.22
NER		6	-008-064-32	L. Kelly	888.00	899.22		200.00	699.22
NER		6	-008-064-34	C. Moore	888.00	899.22		200.00	699.22
NER		6	-008-064-36	M. McLean	888.00	899.22		200.00	699.22
NER		6	-008-064-38	S. Landriault	888.00	899.22		200.00	699.22

NER		6	-008-064-40	E. Dietrich	888.00	899.22		200.00	699.22
NER		6	-008-064-42	A. Moses	888.00	899.22		200.00	699.22
NER		6	-008-064-44	D. Powell	888.00	899.22		200.00	699.22
NER		6	-008-064-46	I. Kelly	888.00	899.22		200.00	699.22
NER		6	-008-064-50	Waterloo Catholic DSB	6,277.00	6,356.33		4,350.00	2,006.33
NER		6	-008-065-00	Waterloo Catholic DSB	2,007.00	2,032.37			2,032.37
NER		6	-008-066-00	B. Horinga	311.00	314.93			314.93
NER		6	-008-067-00	J. Dietrich	311.00	314.93			314.93
NER		6	-008-068-00	D. Birsan	1,359.00	1,376.18		300.00	1,076.18
NER		6	-008-069-00	J. Honek	2,305.00	2,334.13		500.00	1,834.13
NER		6	-008-070-00	W. Scott	749.00	758.47			758.47
NER	*	6	-008-071-00	D. Westfall	3,133.00	3,172.60	1,057.53		2,115.07
NER		6	-008-071-01	J. Kidd	462.00	467.84			467.84
NER		6	-008-071-02	S. Schaefer	459.00	464.80			464.80
NER	*	5	-008-073-00	Ron Stoesser Aluminum Ltd	8,638.00	8,747.17	2,915.72		5,831.45
NER	*	4	-008-073-01	R. Dietrich	5,098.00	5,162.43	1,720.81		3,441.62
NER	*	4	-008-074-00	C. Streicher	5,364.00	5,431.79	1,810.60		3,621.19
NER		4	-008-075-00	J. Rai	806.00	816.19			816.19
1		3	-008-086-00	M. Dziak	108.00	109.36			109.36
1	*	4	-008-087-00	S. Foster	1,288.00	1,304.28	434.76		869.52
1	*	4	-008-088-00	C. Lobrutto	2,575.00	2,607.54	869.18		1,738.36
1		4	-008-088-01	A. Seabrook	751.00	760.49			760.49
1		5	-008-089-01	M. Smrcek	269.00	272.40			272.40
SER		7	-009-012-00	S. Winkler	384.00	388.85			388.85
SER		7	-009-013-00	J. Bennewiess	427.00	432.40			432.40

SER		7	-009-014-00	Wilmot Township	342.00	346.32			346.32
SER	*	7&8	-009-015-00	K. Detzler	778.00	787.83	262.61		525.22
SER		7&8	-009-016-00	2038750 ON	820.00	830.36			830.36
SER		7	-009-017-00	Wilmot Township	2,027.00	2,052.62			2,052.62
SER		7	-009-018-00	P. Reidt	384.00	388.85			388.85
SER		7	-009-019-00	D. Foulds	427.00	432.40			432.40
SER		7	-009-020-00	B. Buchenauer	384.00	388.85			388.85
SER		7	-009-021-00	Larmelo Enterprises Inc.	688.00	696.70			696.70
SER		7	-009-022-00	Angie's Kitchen Ltd	601.00	608.60			608.60
SER		7	-009-023-00	P. Sieling	471.00	476.95			476.95
SER		7	-009-024-00	J. Lindsay	298.00	301.77			301.77
SER		7	-009-026-00	Roman Catholic Church	172.00	174.17			174.17
SER	*	7	-009-027-00	H. Weiler	1,149.00	1,163.52	387.84		775.68
SER		7	-009-032-05	G. Weiler	100.00	101.26			101.26
SER		7	-009-033-00	J. Beam	500.00	506.32			506.32
SER	*	7	-009-034-01	R. Ziegler	1,000.00	1,012.64	337.55		675.09
NER		7	-009-043-00	D. Scholefield	384.00	388.85			388.85
NER		7	-009-045-00	M. Kennedy	688.00	696.70			696.70
NER		7	-009-046-00	E. Pfenning	513.00	519.48			519.48
NER		7	-009-047-00	RJPS Holdings Ltd	513.00	519.48			519.48
NER		7	-009-048-00	G. Schnarr	384.00	388.85			388.85
NER		7	-009-049-00	S. Hiemer	384.00	388.85			388.85
NER		7	-009-050-00	K. Brown	384.00	388.85			388.85
NER		7	-009-051-00	B. & D. Piggott	342.00	346.32			346.32
NER		7	-009-052-00	R. Jenkins	342.00	346.32			346.32

NER		7	-009-053-00	N. Snider	342.00	346.32			346.32
NER		7	-009-054-00	H. Durrer	342.00	346.32			346.32
NER		7	-009-055-00	S. Matthews	342.00	346.32			346.32
NER		7	-009-056-00	C. Dietrich	342.00	346.32			346.32
NER		7	-009-057-00	J. Friesen	342.00	346.32			346.32
NER		7	-009-058-00	R. Landers	342.00	346.32			346.32
NER		7	-009-059-00	P. Bezpaly	342.00	346.32			346.32
NER		7	-009-060-00	B. Webber	342.00	346.32			346.32
NER		7	-009-060-01	J. Stemmler	384.00	388.85			388.85
NER		7	-009-060-02	C. Stemmler	342.00	346.32			346.32
NER		7	-009-062-00	K. Huras	342.00	346.32			346.32
NER		7	-009-063-00	N. Slot	384.00	388.85			388.85
NER		7	-009-064-00	M. Straus	342.00	346.32			346.32
NER		7	-009-064-10	M. Lee	342.00	346.32			346.32
NER		7	-009-065-00	D. Evens	384.00	388.85			388.85
NER		7	-009-066-00	D. Dubrick	342.00	346.32			346.32
NER		7	-009-067-00	W. Tschirhart	342.00	346.32			346.32
NER		7	-009-068-00	P. Hessler	342.00	346.32			346.32
NER		7	-009-069-00	D. Neugebauer	342.00	346.32			346.32
NER		7	-009-070-00	A. Anderson	384.00	388.85			388.85
NER		7	-009-071-00	R. Heimpel	342.00	346.32			346.32
NER		7	-009-072-00	J. Young	342.00	346.32			346.32
NER		7	-009-073-00	J. Kroetsch	384.00	388.85			388.85
NER		7	-009-074-00	M. Facchini	384.00	388.85			388.85
NER		7	-009-075-00	D. & H. Shantz	427.00	432.40			432.40

NER		7	-009-076-00	R. Buitenhuis	384.00	388.85			388.85
NER		7	-009-077-00	R. Carothers	342.00	346.32			346.32
NER		7	-009-078-00	M. Healey	342.00	346.32			346.32
NER		7	-009-079-00	G. Dietrich	384.00	388.85			388.85
NER		7	-009-080-00	D. O'Dea	342.00	346.32			346.32
NER		7	-009-081-00	M. Eby	342.00	346.32			346.32
NER		7	-009-082-00	J. Jacky	342.00	346.32			346.32
NER		7	-009-083-00	B. & J. Stemmler	342.00	346.32			346.32
NER		7	-009-084-00	D. Rola	342.00	346.32			346.32
NER		7	-009-085-00	D. Roth	384.00	388.85			388.85
NER		7	-009-086-00	L. Hurlbut	384.00	388.85			388.85
NER		7	-009-086-01	M. Baulk	384.00	388.85			388.85
NER		7	-009-086-02	Wilmot Township	384.00	388.85			388.85
NER		7	-009-087-00	P. Goodyear, H. Zeigler	342.00	346.32			346.32
NER		7	-009-088-00	B. Bast	342.00	346.32			346.32
NER		7	-009-089-00	D. Maue	342.00	346.32			346.32
NER		7	-009-090-00	D. Hiemer	342.00	346.32			346.32
NER		7	-009-091-00	D. Gueguen	342.00	346.32			346.32
NER		7	-009-092-00	D. Purdy	342.00	346.32			346.32
NER		7	-009-093-00	S. Houtsma	342.00	346.32			346.32
NER		7	-009-110-00	A. Sararas	778.00	787.83			787.83
NER	*	7	-009-110-01	A. Straus	172.00	174.17	58.06		116.11
NER		7	-009-112-00	W. Snyder	342.00	346.32			346.32
NER		7	-009-113-00	S. Cisman	342.00	346.32			346.32
NER		7	-009-114-00	D. Vollmer	342.00	346.32			346.32

NER		7	-009-115-00	S. Atkinson, M. Shaw	342.00	346.32			346.32
NER		7	-009-116-00	M. Okum	342.00	346.32			346.32
NER		7	-009-117-00	M. Swartzentruber	342.00	346.32			346.32
NER		7	-009-118-00	D. Carroll	384.00	388.85			388.85
NER		7	-009-119-00	N. Peterson	342.00	346.32			346.32
		Total Assessment on Lands			346,448.00	350,826.39	83,543.36	21,350.00	245,933.03
		Notre Dame Drive		Region of Waterloo	74,240.00	75,178.29			75,178.29
		Special Assessment to Notre Dame Drive			21,040.00	12727.12			12,727.12
		Erbs Road		Region of Waterloo	63,620.00	64,424.27			64,424.27
		Special Assessment to Erbs Road			33,650.00	41,183.33			41,183.33
		Wilby Road		Township of Wilmot	2,040.00	2,065.78			2,065.78
		St Ann Drive		Township of Wilmot	4,980.00	5,042.94			5,042.94
		Wilma Street		Township of Wilmot	4,722.00	4,781.68			4,781.68
		Clarence Avenue		Township of Wilmot	5,111.00	5,175.60			5,175.60
		Strauss Court		Township of Wilmot	12,709.00	12,869.63			12,869.63
		Total Assessment on Roads			221,112.00	223,448.65			223,448.65
		Total Assessment St Agatha Drain 2015:			568,560.00	574,275.04	83,543.36	21,350.00	469,381.68

1. Lands are classified as agricultural based on OMAFRA policy and qualify for the 1/3 grant except for those noted with an asterisk (*)

2. Section 21 of the Drainage Act, RSO 1990 requires that assessments be shown opposite each parcel of land and road affected. The affected parcels of land have been identified using the roll number from the last revised assessment roll for the Township. For convenience only the owner's names as shown by the last revised assessment roll have also been included.

THE CORPORATION OF THE TOWNSHIP OF WILMOT
BY-LAW NO 2018-49

A BY-LAW TO PROVIDE FOR THE LEVY OF DRAIN
MAINTENANCE COSTS ON VARIOUS DRAINAGE
WORKS IN THE TOWNSHIP OF WILMOT IN THE
REGIONAL MUNICIPALITY OF WATERLOO

WHEREAS under Section 74 of the Drainage Act RSO 1990 Chapter D.17, The Township of Wilmot is responsible for the maintenance of drains constructed under Township By-laws passed under the Drainage Act;

AND WHEREAS the cost of drain maintenance is to be levied to lands and roads upstream of the point of maintenance in accordance with the current By-law applicable to the drain;

AND WHEREAS in 2017 and 2018 the Township Drainage Superintendent undertook drain maintenance on the drains as listed in Schedule A attached;

NOW THEREFORE the Council of the Corporation of the Township of Wilmot enacts as follows:

1. That the maintenance costs of the drains listed in Schedule A shall be levied to the assessed lands and roads in accordance with the provisions of the applicable Engineer's report and the By-law which adopted the report as listed in Schedule A;
2. That for eligible lands the final cost levied shall be reduced by the amount of grants received from OMAFRA under Section 85 of the Act;
3. That the maintenance costs to be levied for the various drains listed in Schedule A shall be as outlined in Schedule B attached and the amounts shown in Schedule B shall be due within 30 days of the date of the invoice for the amount owing, after which time the amount due will be added to the Township Tax Roll;
4. That assessments in Schedule B less than \$15 shall be paid from general funds of the Township of Wilmot.

This by-law comes into force on the passing thereof and may be cited as the "2018 Drain Maintenance Cost Levy on Various Drains" Bylaw.

READ a first and second time this 5th day of November, 2018.

READ a third time and finally passed in open Council this 5th day of November, 2018.

Clerk

Mayor

SCHEDULE A to Bylaw No. 2018-49

Wilmot Township Drain repairs for 2017/2018			
Drain	By-Law	Cost	Work Completed
Straus Drain	1977-33	33,149.59	Drain Cleanout
Biesel Drain (Main Drain)	1257	4,190.15	Catch Basin Repair
Cook Drain (Weicker Branch)	890	4,511.19	Catch Basin Repair

SCHEDULE B to Bylaw No. 2018-49

Straus Drain

TOWNSHIP OF WILMOT

Con	Lot	Roll No. (3018-080-)	(1977 Owner)	Current owner	1977 Assess	Repair Assess	1/3 Grant	Net After Grant
B*	Pt. 5&6	008-152	(Langecker)	Sherifali	31.00	60.92	20.31	40.61
B*	Pt 6	008-153	(Klages)	Barth	2,275.00	44,70.38	1490.13	2,980.25
B*	Pt 7	009-170	(Wilson)	Comcon Inc.	3,327.00	6,537.56	2179.19	4,358.37
B	Pt 7	009-167-01	(Kittel)	Templeman	19.00	37.34	-	37.34
B	Pt 7	009-169	(Gingerich)	Detzler	243.00	477.50	-	477.50
B	Pt 7	009-173	(Ware)	Steeves	31.00	60.92	-	60.92
B*	Pt 7	009-167	(Walker)	Walker	4,515.00	8,871.99	2,957.33	5,914.66
B	Pt 7	009-172	(Krzewski)	Lam Chung	186.00	365.49	-	365.49
B*	Pt 7	009-171	(Furniss)	Furniss	93.00	182.75	60.92	121.83
B*	Pt 8	009-166	(Langecker)	Klages	2,825.00	5,551.12	1,850.37	3,700.75
B*	Pt 8	009-149	(Fleet)	Jantzi	2,503.00	4,918.39	1,639.46	3,278.93
B*	Pt 8	009-150	(Marina)	Carter	240.00	471.60	157.20	314.40
Total of Lands						32,005.96	10,354.91	21,651.05
Notre Dame Drive				Region of Waterloo	582.00	1,143.63	-	1,143.63
Total Assessment					16,870.00	33,149.59	10,354.91	22,794.68

- Notes:
- 1. Lands noted with an asterisk (*) are classified as agricultural based on OMAFRA policy and qualify for a 1/3 grant
 - 2. Provision for maintenance assessment as per the Engineer’s Report for the Straus Drain adopted under By-Law 1977-33.

Cook Drain (Weicker Branch)

TOWNSHIP OF WILMOT

Con	Lot	Roll No. (3018-010-)	Current owner	1967 Assess	Repair Assess	1/3 Grant	Net After Grant
A*	Pt 23	001-011	P. Lass	222.75	2,392.25	797.42	1,594.83
A*	Pt 24	001-023	H. Schaadt	10.25	110.08	36.69	73.39
A*	Pt 23	001-024	R. St Jean	10.25	110.08	36.69	73.39
Total of Lands				243.25	2,612.41	870.80	1,741.61
Oxford-Waterloo Road			Wilmot	60.80	652.97	-	652.97
Special Assessment – Oxford-Waterloo Road			Wilmot	-	1,058.31	-	1,058.31
Special Assessment – Oxford-Waterloo Road			Blandford-Blenheim	-	1,058.30	-	1,058.30
Total Assessment				304.05	5,381.99	870.80	4,511.19

- Notes:
- 1. Lands noted with an asterisk (*) are classified as agricultural based on OMAFRA policy and qualify for a 1/3 grant

Biesel Drain (Main Branch)
TOWNSHIP OF WILMOT

Con	Lot	Roll No. (3018-010-)	Current owner	1967 Assess	Repair Assess	1/3 Grant	Net After Grant
A*	Pt 25	001-176	K. Bean	990.00	620.07	206.69	413.38
A*	Pt 26	001-177	Timco (2016) Inc	128.00	80.17	26.72	53.45
A*	Pt 27	001-188	R. Lichti	22.00	13.78	4.59	9.19
A*	Pt 26	001-190	Benglade Farms Ltd	255.00	159.71	53.24	106.47
A*	Pt 26	001-191	G. Wagler	510.00	319.43	106.48	212.95
A	Pt 25	001-192	R. Roth	235.00	147.19	-	147.19
SBR*	Pt 25	007-001	Claynook Farms Ltd	3,470.00	2,173.36	724.45	1,448.91
SBR*	Pt 26	007-002	S. Lichti	213.00	133.41	44.77	88.94
SBR	Pt 26	007-002-01	D. Zehr	32.00	20.04	-	20.04
Total of Lands				5,855.00	3,667.16	1,166.64	2,500.52
Walker Road			Waterloo Region	360.00	225.48	-	225.48
Concession Road			Wilmot Township	475.00	297.51	-	297.51
Total of Roads				835.00	522.99	-	522.99
Total Assessment				6,690.00	4,190.15	1,166.64	3,023.51

- Notes:
1. Lands noted with an asterisk (*) are classified as agricultural based on OMAFRA policy and qualify for a 1/3 grant