



TOWNSHIP OF WILMOT

Council Meeting Agenda

Monday, June 22, 2020

Regular Council Meeting

Virtual

7:00 P.M.

This meeting is open to the public and is available through an online platform. Please subscribe to the [Township of Wilmot You Tube Channel](#) to watch the live stream or view after the meeting.

Delegations must register with the [Information and Legislative Services Department](#). The only matters being discussed at this meeting will be those on the Agenda.

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

7.1 Council Meeting Minutes June 8, 2020

RECOMMENDATION

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

Council Meeting June 8, 2020.

8. PUBLIC MEETINGS

8.1 REPORT NO. DS 2020-006

Zone Change Application 02-20

Jeffrey Van Gyssel

407 Fairview Street, New Hamburg

RECOMMENDATION

THAT Council approve Zone Change Application 02/20 made by Jeffrey Van Gyssel, affecting 407 Fairview Street, to amend the zoning of the subject property to permit two additional dwelling units within the main residential building on the property.

Registered Delegation

Jeffrey Van Gyssel

9. PRESENTATIONS/DELEGATIONS

10. CONSENT AGENDA

10.1 REPORT NO. FD 2020-02

First Quarter Activity Report

RECOMMENDATION

THAT Report No. FD 2020-02 be received for information purposes.

11. REPORTS

11.1 CORPORATE SERVICES

11.1.1 REPORT NO. COR 2020-025

FCM – Municipal Asset Management Program (MAMP)

RECOMMENDATION

THAT Council direct staff to apply for the grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for asset management capacity building; and further

THAT the Township of Wilmot commits to conducting the following activities within 2020, as submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Asset Risk Framework and Development,
- Asset Lifecycle Framework and Development, and
- Asset Management Training, Systems/Software Training and Staff Workshops

THAT the Township of Wilmot commit \$36,300 from the 2020 Capital Budget toward the costs of these works, as per Council approved report FIN 2020-07.

11.2 DEVELOPMENT SERVICES

11.2.1 REPORT DS 2020-10

Waiving of Penalties

Construction without Permits (March 17 – June 15)

RECOMMENDATION

THAT Report DS 2020-10 be received for information; and,

THAT the Township extend additional financial and economic support to residents and businesses by:

- a) Waiving penalties (the doubling of permit fees) for projects which commenced prior to the issuance of building permits initiated without permits during the period March 17, 2020 to June 15, 2020.

11.3 PUBLIC WORK AND ENGINEERING

11.3.1 REPORT NO. PW 2020-11

Bridge Street Bridge (34/B-T-9) Municipal Class

Environmental Assessment and Preliminary Design – Award of Contract

RECOMMENDATION

THAT RFP 2020-18 be awarded to K. Smart Associates Limited for the Municipal Class Environmental Assessment (EA) and preliminary engineering design for Bridge Street Bridge (34/B-T9) as per their proposal submitted on May 26, 2020, in the amount of \$46,247.95, plus HST.

11.3.2REPORT NO. PW 2020-012

**Award of Contract – Two Single Axle Dump Trucks with Cab,
Chassis and Snow Plow attachments**

RECOMMENDATION

THAT RFP 2020-05 be awarded to Altruck International Truck Centres to supply and deliver two (2) Single Axle Dump Trucks with Cab, Chassis and Snow Plow Attachments as per their proposal dated June 3, 2020, in the amount of \$523,834.00 plus HST.

11.4 PARKS, FACILITIES AND RECREATION SERVICES

11.4.1REPORT NO. PFRS 2020-006

Procurement of Phase B Pool Tile Grout Project

RECOMMENDATION

THAT the extension of the existing contract with PPL Aquatic, Fitness and Spa Group, for Phase B of the Pool Tile Grout Project, in the amount of \$75,000, plus HST, be approved; and further,

THAT funding for these works be included within the 2021 Capital Budget and 10-Year Capital Forecast.

11.4.2REPORT NO. PFRS 2020-007

Permanent Dog Park Location

RECOMMENDATION

THAT Council approve William Scott Park, 84 Bleams Road W., New Hamburg as the location for construction of a permanent dog park, as approved in the 2020 Capital Budget; and

THAT a future capital project be added in 2021 capital forecast to improve parking at William Scott Park pending Grand River Conservation Authority approval.

12. CORRESPONDENCE

12.1 Resolution Support ink-stainedwretches.org

RECOMMENDATION

WHEREAS a healthy, professional news media is essential for the proper functioning of civil society and democracy at the local, regional, federal and international levels;

AND WHEREAS the Public Policy Forum declares — on its website for the 2017 report *The Shattered Mirror: News, Democracy and Trust in the Digital Age* (commissioned by the federal government) — that “real news is in crisis” in this country;

AND WHEREAS the U.S. Federal Communications Commission (FCC) cited eight “critical information needs” the media help to provide including emergencies; other public risks to health; education; the environment; economic opportunities; civic and political knowledge of policy initiatives; and the conduct of public officials, and candidates for office (*The Shattered Mirror* p.4);

AND WHEREAS Canadians have lost the essential services provided by roughly 2,000 media workers in 100 communities across Canada due to layoffs in only six weeks from the time the COVID-19 pandemic began — a time it became clearer to the public how important it is for Canadians to receive accurate information — and advertising revenues have plunged, prompting an emergency \$30-million advertising-buy by the federal government;

AND WHEREAS residents of 190 Canadian communities — including residents of Kitchener, Elmira and Guelph — lost 250 established news outlets due to closings or mergers between 2008 and 2018;

AND WHEREAS nearly two out of every three Canadians support or somewhat support sending financial aid to struggling news providers, according to a Nanos Research poll of April 2020;

AND WHEREAS the federal government allocated nearly \$600 million in aid for Canadian media over five years in its 2019 budget, including a 25-per-cent tax credit for newsroom salaries; a 15-per-cent tax credit for digital media subscribers; and charitable tax status for non-profit news outlets;

AND WHEREAS Canada's federal government acknowledged in its 2019 budget (p. 173) that "A strong and independent news media is crucial to a well-functioning democracy.";

AND WHEREAS the news media in Waterloo Region have been instrumental during the COVID-19 pandemic, ensuring local citizens have accurate local information

AND THEREFORE BE IT RESOLVED that Township of Wilmot Council recognizes that a healthy, professional news media is essential to the proper functioning of democracy in the township; urges other municipal councils within the region and across Canada to recognize that a robust news media is essential to the proper functioning of democracy in their jurisdictions; endorses legislation and regulations to support and rejuvenate news outlets across Canada; and urges the federal government to move quickly to pass legislation to ensure an ecosystem for a healthy news media to serve all Canadians. And that the resolution be forwarded to M.P. Tim Louis, M.P.P. Mike Harris, the Waterloo Region area municipalities, the Federation of Canadian Municipalities and the Association of Municipalities of Ontario.

13. BY-LAWS

13.1 BY-LAW NO. 2020-019 Zone Change Application 02-20

407 Fairview Street

RECOMMENDATION

THAT By-law No. 2020-19 be read a first, second, and third time and finally passed in Open Council.

14. NOTICE OF MOTIONS

15. ANNOUNCEMENTS

16. BUSINESS ARISING FROM CLOSED SESSION

17. CONFIRMATORY BY-LAW

17.1 By-law No. 2020-20

RECOMMENDATION

THAT By-law No. 2020-20 to Confirm the Proceedings of Council at its Meeting held on June 22, 2020 be introduced, read a first, second, and third time and finally passed in Open Council.

18. ADJOURNMENT

RECOMMENDATION

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



TOWNSHIP OF WILMOT

Council Meeting Minutes **Monday, June 8, 2020** **Regular Council Meeting** **Electronic Online Participation** **7:00 P.M.**

Members Present: Mayor L. Armstrong, Councillors A. Hallman, C. Gordijk, B. Fisher, J. Gerber and J. Pfenning

Staff Present: Chief Administrative Officer G. Whittington, Director of Information and Legislative Services D. Mittelholtz, Director of Public Works and Engineering J. Molenhuis, Director of Parks, Facilities and Recreation Services S. Jackson, Director of Development Services H. O'Krafka, Fire Chief R. Leeson, Director of Corporate Services / Treasurer P. Kelly, Director / Curator Castle Kilbride T. Loch, Manager of Information and Legislative Services T. Murray

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

7.1 Council Meeting Minutes May 25, 2020

RESOLUTION NO. 2020-69

Moved by: Councillor J. Pfenning

Seconded by: Councillor C. Gordijk

This information is available in accessible formats upon request

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

Council Meeting May 25, 2020.

CARRIED.

The Director of Development Services confirmed for Council that he would provide additional information on the Woolwich Township LPAT decision referenced at the May 25, 2020, Council Meeting.

8. PUBLIC MEETINGS

9. PRESENTATIONS/DELEGATIONS

10. CONSENT AGENDA

10.1 REPORT NO. CK 2020-002

Quarterly Activity Report – January, February & March 2020

10.2 REPORT NO. COR 2020-15

Treasurer's Statement – Development Charges Reserve Funds

10.3 REPORT NO. COR 2020-17

**Honorarium and Expenditures of Council and Committee Members
for the Year Ended December 31, 2019**

10.4 REPORT NO. ILS 2020-10

Waterloo Area Municipal Ombuds Office Extension of Agreement

10.5 REPORT NO. PFRS 2020-004

**Parks, Facilities and Recreation Services First Quarter Activity
Reports**

RESOLUTION NO. 2020-70

Moved by: Councillor J. Pfenning

Seconded by: Councillor J. Gerber

THAT Report Nos. CK 2020-002, COR 2020-15, COR 2020-17, ILS 2020-10 and PFRS 2020-004 be received for information purposes.

CARRIED.

The Director / Curator Castle Kilbride confirmed that the next installation for the Prime Ministers Path has not been rescheduled at this time and advised that it may be deferred to 2021

11. REPORTS

11.1 FACILITIES AND RECREATION SERVICES

11.1.1 REPORT NO. PFRS 2020-005

Emergency Procurement Pool Tile Grout Project

RESOLUTION NO. 2020-71

Moved by: Councillor A. Hallman Seconded by: Councillor J. Pfenning

THAT Report PFRS 2020-005, regarding Emergency Procurement for the Pool Tile Grout Project, be received for information purposes only.

CARRIED.

The Director of Parks, Facilities and Recreation Services outlined the report.

The Director of Parks, Facilities and Recreation Services clarified that more information will be released regarding the reopening of the splash pad and recreation facilities.

The Director of Parks, Facilities and Recreation Services advised that the pool grout project may delay the opening of the Aquatic Centre.

12. CORRESPONDENCE**13. BY-LAWS****14. NOTICE OF MOTIONS****15. ANNOUNCEMENTS**

- 15.1** Councillor J. Pfenning noted that the Wilmot Summer Market June 3 opening included a great assortment of vendors and that safety measures are in place.
- 15.2** Councillor J. Pfenning noted although she was unable to attend the Black Lives Matter rally, the reality of discrimination is real and that the employees on the Pfenning Farm experience it. Councillor J. Pfenning noted that she is proud of the region for standing up and speaking out.
- 15.3** Councillor J. Pfenning acknowledged support for Pride Month despite not being able to march.
- 15.4** Councillor J. Gerber advised that the community is celebrating the Graduating Class of 2020 with lawn signs this week. Councillor J. Gerber thanked Township staff for their assistance in coordinating the sign pick up at the school.
- 15.5** Councillor J. Gerber noted that the first meeting of the artificial turf project with the school and the Township has occurred.
- 15.6** Councillor A. Hallman echoed the community support for the Black Lives Matter movement.
- 15.7** Councillor A. Hallman acknowledged the cancellation of the New Hamburg Fall Fair, noting the appreciation and work that goes into the event and that residents look forward to enjoying the Fair next year.
- 15.8** Mayor L. Armstrong agreed that it is disappointing that event cancellations are needed.

16. BUSINESS ARISING FROM CLOSED SESSION**17. CONFIRMATORY BY-LAW****17.1 By-law No. 2020-18****RESOLUTION NO. 2020-72**

Moved by: Councillor J. Gerber

Seconded by: Councillor C. Gordijk

THAT By-law No. 2020-18 to Confirm the Proceedings of Council at its Meeting held on June 8, 2020 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

18. ADJOURNMENT (7:22 PM)

RESOLUTION NO. 2020-73

Moved by: Councillor B. Fisher

Seconded by: Councillor C. Gordijk

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

CARRIED.



REPORT NO: DS 2020-006

TO: COUNCIL

SUBMITTED BY: Harold O’Krafka, MCIP RPP
Director of Development Services

PREPARED BY: Andrew Martin, MCIP RPP
Manager of Planning/EDO

REVIEWED BY: Grant Whittington, CAO

DATE: June 22, 2020

SUBJECT: Zone Change Application 02/20
Jeffrey Van Gyssel
407 Fairview Street, New Hamburg

RECOMMENDATION:

THAT Council approve Zone Change Application 02/20 made by Jeffrey Van Gyssel, affecting 407 Fairview Street, to amend the zoning of the subject property to permit two additional dwelling units within the main residential building on the property.

SUMMARY:

The owner of 407 Fairview Street has filed a zone change application to amend the zoning of the subject property to permit two additional dwelling units within the single detached dwelling on the property. The owner plans to construct a second storey addition on the existing house that will contain these units.

BACKGROUND:

Notice of a Public Meeting to have been held on March 23, 2020 was previously provided on February 21, 2020. Due to the COVID-19 pandemic, that meeting was cancelled.

A subsequent notice of Public Meeting was given to property owners within 120 metres of the subject lands on May 29, 2020. The following is a summary of comments received prior to the Public Meeting:

Public: None

Agencies: Grand River Conservation Authority: no objections
MTO: review, approval and permits are not required
Region of Waterloo: no objections
WRDSB: no concerns
WCDSB: no concerns

REPORT:

This application proposes to amend the zoning of the subject property to permit two additional dwelling units within the single detached dwelling on the property. The owner plans to construct a second storey addition on the existing house that will contain these units.

On June 6, 2019, Bill 108, the More Homes, More Choice Act received Royal Assent and introduced changes to the Planning Act including a requirement that municipalities permit one additional dwelling unit within single-detached, semi-detached, and townhome dwellings as well as one additional dwelling unit within a building accessory to the primary dwelling.

As part of the Township's Zoning By-law review, additional dwelling unit regulations are being introduced to implement the Planning Act changes. Should the general amendments be approved to the Zoning By-law, in the future the subject property would be authorized to have an additional dwelling unit within the dwelling and within a detached structure. The applicant proposes that two additional dwelling units be permitted within the dwelling instead of separate buildings.

Land use considerations for additional dwelling units are primarily the property's ability to provide ample parking and to be adequately serviced with either municipal or private water and sewer services.

With respect to parking, the draft zoning by-law regulations would require a total of four off-street parking spaces for a single detached dwelling with two additional dwelling units. As illustrated on Attachment A, the subject property can more than accommodate these requirements within the existing driveway.

Through a subsequent building permit process, the applicant will need to demonstrate that existing municipal water and sanitary sewer services are sized to accommodate the additional dwelling units. Should changes be required to service connections within the Fairview Street right-of-way, additional approvals would be required from the Public Works and Engineering Department.

No concerns or objections were raised through circulation of the application.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

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

FINANCIAL CONSIDERATIONS:

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

ATTACHMENTS:

Attachment A Property location map

Zone Change Application 02/20
407 Fairview Street,
New Hamburg

Fairview St

2nd storey addition to existing
single family dwelling to
accommodate two additional units



TOWNSHIP OF WILMOT

FIRE SERVICES *Staff Report*

REPORT NO: FD 2020-02

TO: Council

SUBMITTED BY: Rod Leeson
Fire Chief

PREPARED BY: Donna Erb
Administrative Assistant

REVIEWED BY: Grant Whittington, CAO

DATE: June 22, 2020

SUBJECT: First Quarter Activity Report

RECOMMENDATION:

That the Fire Department Activity Report for the first quarter of 2020 be received for information purposes.

SUMMARY:

Not applicable.

BACKGROUND:

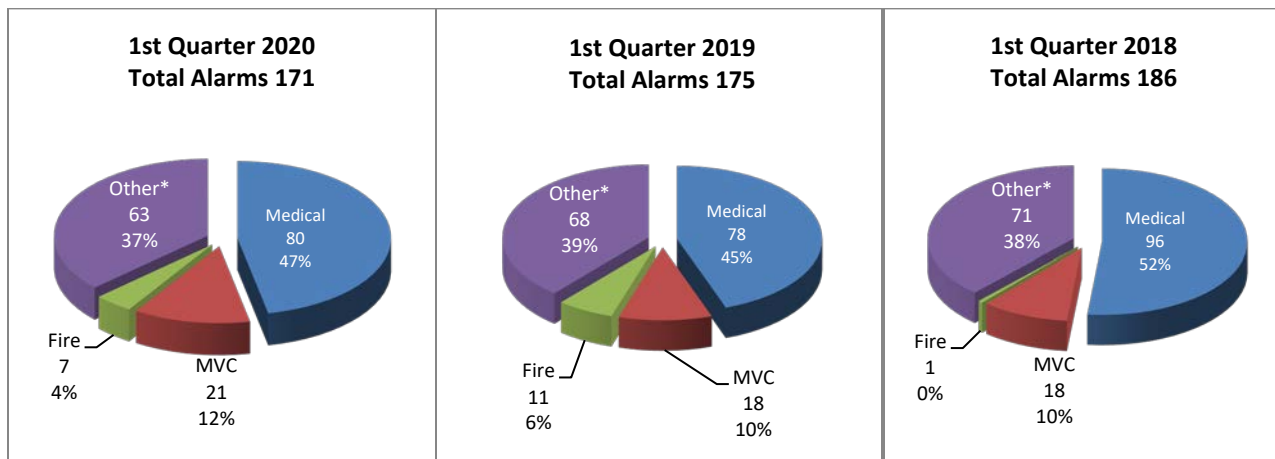
Not applicable.

REPORT:

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

In total during the first quarter, the Fire Department responded to a total of 171 alarms. Of these, 10 incidents were a 2 station response and 2 incidents were a 3 station response. For the same period in 2019, the department responded to 175 alarms and in 2018, the number was 186.

First Quarter Alarm Stats Comparison



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

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

Communicating municipal matters.

FINANCIAL CONSIDERATIONS:

Not applicable.

ATTACHMENTS:

- Attachment A Alarm Stats
- Attachment B Fire Prevention Officer Report
- Attachment C Training Officer Report



Township of Wilmot Fire Department
 Fire Chief Rod Leeson
 60 Snyder's Road West, Baden N3A 1A1
1st Quarter Alarm Stats Comparison - Baden Station

Response Type

	2020	2019	2018
1 Fire	3	5	1
21 Overheat (no fire, e.g. engines, mechanical devices)	0	0	2
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	1	0	0
24 Other Cooking/toasting/smoke/steam (no fire)	0	0	1
31 Alarm System Equipment - Malfunction	6	2	1
32 Alarm System Equipment - Accidental activation	1	2	0
33 Human - Malicious intent, prank	1	0	0
34 Human - Perceived Emergency	0	3	0
37 CO false alarm - perceived emergency (no CO present)	0	1	0
38 CO false alarm - equipment malfunction (no CO present)	1	1	4
50 Power Lines Down, Arcing	0	1	0
53 CO incident, CO present (exc false alarms)	0	1	0
58 Public Hazard call false alarm	0	0	2
62 Vehicle Collision	8	13	8
701 Oxygen administered	1	0	7
702 CPR administered	0	0	1
71 Asphyxia, Respiratory Condition	0	1	0
73 Seizure	1	1	3
76 Chest pains or suspected heart attack	2	4	2
84 Medical Aid Not Required on Arrival	1	1	3
85 Vital signs absent, DOA	2	1	1
86 Alcohol or drug related	1	0	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	0	4	2
89 Other Medical/Resuscitator Call	5	2	1
898 Medical/resuscitator call no action required	1	0	2
93 Assistance to Other Agencies (exc 921 and 922)	5	4	2
94 Other Public Service	1	1	0
96 Call cancelled on route	4	7	2
97 Incident not found	1	0	0
98 Assistance nor required by other agency	11	14	14
99 Other Response	0	0	2
Assist Another Wilmot Station at an incident	8	6	6
Total Number of Responses	2020 65	2019 75	2018 68



Township of Wilmot Fire Department

Fire Chief Rod Leeson

60 Snyder's Road West, Baden N3A 1A1

1st Quarter Alarm Stats Comparison - New Dundee Station

Response Type	# of Incidents		
	2020	2019	2018
1 Fire	2	4	0
3 No Loss Outdoor Fire	1	1	1
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	1	0	0
29 Other pre fire conditions (no fire)	0	1	0
31 Alarm System Equipment - Malfunction	0	1	2
32 Alarm System Equipment - Accidental activation	0	2	1
33 Human - Malicious intent, prank	1	0	0
35 Human - Accidental (alarm accidentally activated by person)	0	1	0
36 Authorized controlled burning - complaint	1	0	0
45 Spill - Gasoline or Fuel	1	0	0
57 Public Hazard no action required	0	1	0
59 Other Public Hazard	1	0	0
62 Vehicle Collision	3	0	4
67 Water Rescue	1	0	0
701 Oxygen administered	2	1	5
71 Asphyxia, Respiratory Condition	4	2	2
76 Chest pains or suspected heart attack	3	1	0
84 Medical Aid Not Required on Arrival	1	0	1
85 Vital signs absent, DOA	1	0	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	0	1	0
89 Other Medical/Resuscitator Call	3	2	2
898 Medical/resuscitator call no action required	0	1	1
96 Call cancelled on route	0	1	2
98 Assistance not required by other agency	1	0	2
Assist Another Wilmot Station at an incident	1	2	1
Total Number of Responses	28	22	25



Township of Wilmot Fire Department

Fire Chief Rod Leeson

60 Snyder's Road West, Baden N3A 1A1

1st Quarter Alarm Stats Comparison - New Hamburg Station

Response Type	# of Incidents		
	2020	2019	2018
1 Fire	2	2	0
3 No Loss Outdoor Fire	0	0	1
21 Overheat (no fire)	0	1	1
29 Other pre fire conditions (no fire)	0	1	0
31 Alarm System Equipment - Malfunction	2	4	3
32 Alarm System Equipment - Accidental activation (exc. code 35)	3	2	3
33 Human - Malicious intent, prank	0	0	2
34 Human - Perceived Emergency	2	0	2
35 Human - Accidental (alarm accidentally activated by person)	2	1	1
37 CO false alarm - perceived emergency (no CO present)	2	1	0
38 CO false alarm - equipment malfunction (no CO present)	3	0	1
53 CO Incident, CO present (exc false alarms)	0	0	1
58 Public Hazard call false alarm	0	1	0
59 Other Public Hazard	1	0	1
61 Vehicle Extrication	1	2	1
62 Vehicle Collision	9	3	5
67 Water Rescue	0	0	1
701 Oxygen administered	6	21	23
702 CPR administered	2	1	0
703 Defibrillator used	0	0	1
71 Asphyxia, Respiratory Condition	10	9	6
73 Seizure	1	1	3
75 Traumatic Shock	0	0	1
76 Chest pains or suspected heart attack	7	10	6
82 Burns	1	0	0
84 Medical Aid Not Required on Arrival	3	1	0
85 Vital signs absent, DOA	2	1	3
86 Alcohol or drug related	0	1	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	4	3	0
89 Other Medical/Resuscitator Call	10	5	13
898 Medical/resuscitator call no action required	6	3	4
92 Assistance to Police (exc 921 and 922)	0	0	2
93 Assistance to Other Agencies (exc 921 and 922)	1	0	1
94 Other Public Service	0	1	1
96 Call cancelled on route	4	5	9
97 Incident not found	0	1	0
98 Assistance not required by other agency	3	5	3
Assist Another Wilmot Station at an incident	5	2	3
Total Number of Responses	92	88	103



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

Response Type	# of Incidents		
	2020	2019	2018
1 Fire	7	11	1
3 NO LOSS OUTDOOR fire (see exclusions)	1	1	2
21 Overheat (no fire, e.g. engines, mechanical devices)	0	1	3
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	2	0	0
24 Other Cooking/toasting/smoke/steam (no fire)	0	0	1
29 Other pre fire conditions (no fire)	0	2	0
31 Alarm System Equipment - Malfunction	8	7	6
32 Alarm System Equipment - Accidental activation (exc. code 35)	4	6	4
33 Human - Malicious intent, prank	2	0	2
34 Human - Perceived Emergency	2	3	2
35 Human - Accidental (alarm accidentally activated by person)	2	2	1
36 Authorized controlled burning - complaint	1	0	0
37 CO false alarm - perceived emergency (no CO present)	2	2	0
38 CO false alarm - equipment malfunction (no CO present)	4	1	5
45 Spill - Gasoline or Fuel	1	0	0
50 Power Lines Down, Arcing	0	1	0
53 CO incident, CO present (exc false alarms)	0	1	1
57 Public Hazard no action required	0	1	0
58 Public Hazard call false alarm	0	1	2
59 Other Public Hazard	2	0	1
61 Vehicle Extrication	1	2	1
62 Vehicle Collision	20	16	17
67 Water Rescue	1	0	1
701 Oxygen administered	9	22	35
702 CPR administered	2	1	1
703 Defibrillator used	0	0	1
71 Asphyxia, Respiratory Condition	14	12	8
73 Seizure	2	2	6
75 Traumatic Shock	0	0	1
76 Chest pains or suspected heart attack	12	15	8
82 Burns	1	0	0
84 Medical Aid Not Required on Arrival	5	2	4
85 Vital signs absent, DOA	5	2	5
86 Alcohol or drug related	1	1	2
88 Accident or illness related - cuts, fractures, person fainted, etc.	4	8	2
89 Other Medical/Resuscitator Call	18	9	16
898 Medical/resuscitator call no action required	7	4	7
92 Assistance to Police (exc 921 and 922)	0	0	2
93 Assistance to Other Agencies (exc 921 and 922)	6	4	3
94 Other Public Service	1	2	1
96 Call cancelled on route	8	13	13
97 Incident not found	1	1	0
98 Assistance not required by other agency	15	19	19
99 Other Response	0	0	2
Total Number of Responses	171	175	186
Incidents with a 2 station response	10	6	10
Incidents with a 3 station response	2	2	0



TOWNSHIP OF WILMOT FIRE DEPARTMENT
FIRE PREVENTION REPORT
QUARTERLY REPORT
Period ending March 31/2020

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

- Fire code compliance inspections based on complaint, request and routine
- Fire investigations
- Fire Safety Plan/Site Plan reviews
- Open air burn & contained site permits
- Public Education
- Smoke/CO alarm loaner program

This quarter included a couple of educational events. One involved 26 seniors representing almost 100 percent attendance from a senior's apartment building. The other was an outdoor ice safety talk to 18 Girl Guides. The pandemic has generated a need for new Emergency Control Group meetings and additional Fire Management meetings to develop strategies for future needs and processes. In order to limit fire services' public interaction and reduce the number of nuisance fire calls, the fire department has suspended the issuing of new burn permits until further notice. Fire Prevention is maintaining a list of requests so requestors can be notified when issuance of new permits is resumed. Work has been initiated for the following new projects:

- Green light campaign
- Firefighter identification cards
- Purchase of a public education tent

Fire Prevention is also supporting the rollout of new P25 radios to all township stations.



INSPECTIONS, INVESTIGATION & PREVENTION ACTIVITIES:

- 7 open burn permits issued
- 1 contained site permit issued
- 6 complaints investigated
- 2 requested inspections completed
- 14 follow-up inspections completed
- 1 annual fire drill attended
- 4 plan reviews completed
- 2 public education events completed

TRAINING/SEMINARS/MEETINGS:

- OMFPOA meeting
- Public Health Hoarding webinar
- Inspection Orders webinar
- Nachurs Alpine Solutions presentation/tour
- NAFI training event

Yours in fire prevention,




Andrew Mechalko
Fire Prevention Officer
Wilmot Fire Department








QUARTERLY REPORT 1st QUARTER 2020

TRAINING:

Recruits:








-  New recruit class began with 8 students
-  Begin with Resource One on-line training
-  Weekly training was curtailed due to COVID-19

Regular Training Plan:

-  Set up DZ training with CHEC
-  Continue with MSA training, the new packs in service on January 27th, 2020
-  2 sessions of Medical recertification, 4hrs On-line and 10 hrs. Classroom training with Medical First Response
-  NFPA 1001 FFI, FFII, & HMA in house written exams
-  2 days of Technician Level NFPA 1006 Ice Rescue Training/Certification

OTHER:

Meetings:

-  Teleconference with Region of Waterloo regarding the new P25 radio system
-  Webinar conference on Coronavirus/Designated Officer Program
-  P25 Radio configuration meeting
-  Nachurs Alpine training day
-  Waterloo Region Flood Planning
-  Pandemic Planning meeting in Waterloo
-  Weekly web meetings with Township Emergency Control Group



Wilmot Fire Department

Training Division
60 Snyder's Road West
Baden, ON
N3A 1A1

- 🔥 Weekly web meetings with Fire Management Team
- 🔥 Met with Gibson Sound and Vision re: New Hamburg Station training room
- 🔥 Tour and pre-plan of B&W Feed and Seed Mill



REPORT NO: COR 2020-025

TO: Council

SUBMITTED BY: Patrick Kelly CPA, CMA, Director of Finance / Treasurer

PREPARED BY: Leslie Nanibush CAMP, Asset Management Coordinator

REVIEWED BY: Grant Whittington, CAO

DATE: June 22, 2020

SUBJECT: FCM – Municipal Asset Management Program (MAMP)

RECOMMENDATION:

That Council direct staff to apply for the grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for asset management capacity building; and further

That the Township of Wilmot commits to conducting the following activities within 2020, as submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Asset Risk Framework and Development,
- Asset Lifecycle Framework and Development, and
- Asset Management Training, Systems/Software Training and Staff Workshops

That the Township of Wilmot commit \$36,300 from the 2020 Capital Budget toward the costs of these works, as per Council approved report FIN 2020-07.

SUMMARY:

The Township of Wilmot is committed to building Asset Management Capacity, as per the Council approved Strategic Asset Management Policy. The policy acts as a framework to build our knowledge and understanding of asset management, with an ultimate goal of establishing a corporate culture that values asset management and make it a priority.

This report discusses the recently launched intake for FCM's Municipal Asset Management Program (MAMP). Staff were successful in an application under Intake 1 in 2017, where funding was approved to establish our Strategic Asset Management Policy, create Condition Assessment Protocols, and develop Data Collection Templates.

If approved under this intake, the Township can continue forward along our Asset Management Roadmap, as we prepare to meet the legislative requirements of O. Reg. 588/17.

BACKGROUND:

The Municipal Asset Management Program (MAMP) is an eight-year, \$110-million program funded by Infrastructure Canada to support Canadian municipalities and communities in making informed infrastructure investment decisions based on stronger asset management practices.

The program offers grant funding, as well as training and capacity building activities to increase skills within municipalities to sustainably maintain their asset management programs now and in the future. Funding is focused on building strong asset management foundations by supporting activities that incorporate asset management into daily practices. Subject to funding availability, applications will be accepted until October 31, 2022. All projects must be completed and final reports submitted by March 31, 2024. The maximum MAMP contribution to a project is \$50,000, and shall not exceed 80-percent of eligible project costs.

REPORT:

The Federation of the Canadian Municipalities requires that the Township evaluate its asset management capacity by filling out the Asset Management Readiness Scale (AMRS). The scale is a tool designed to determine the current state of the Township's asset management practices and progress. It encompassed five competencies: policy and governance, people and leadership, data and information, planning and decision-making, and contribution to asset management practice. This allows the Township to further develop our strategies to strive toward industry standard best practices.

The Township is applying for this funding for a second time. In order for the Township's submission to be considered, we will be required to share our asset management knowledge and results with our peers and/or the municipal sector. Township staff are committed to sharing our asset management knowledge with fellow staff, council, residents and other stakeholders. As part of this requirement, the Township's Asset Management webpage will be updated. As we further develop our asset management program, staff will endeavour to update the community on our progress.

The next part of our asset management roadmap will see the Township embark on risk and lifecycle activities. This will require input from all departments. For some, this may be the first introduction to a structured approach to asset management. We are fortunate to have the assistance of Public Sector Digest (PSD) who will share their asset management expertise with us in the form of meetings and training workshops.

As the lifecycle and risk frameworks are being developed and built into our asset registry, the ultimate goal is to include them into our comprehensive asset management plan. It is important to note that these frameworks and key performance indicators are being developed to support evidence-based decision making while we manage our asset on a day to day basis. Our asset management plan will be designed to be a living document; to inform not only our capital planning, but also our daily operations as well. As new information becomes available, it will be updated into the plan.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is aligned with the Strategic Plan goal of having a prosperous economy through maintaining our infrastructure and actively pursuing funding from senior government programs.

FINANCIAL CONSIDERATIONS:

In order to be successful under this specific application, the Township is required to dedicate our proportion of funds and staffing resources. The estimated eligible costs for these works are estimated at \$86,300, with a maximum of \$50,000 anticipated from the FCM MAMP. The remaining funding will be allocated through other infrastructure funding programs with \$35,000 already committed from the Ontario Community Infrastructure Fund, and \$1,300 from the Federal Gas Tax. The overall project is not anticipated to impact the general levy.

ATTACHMENTS: None



REPORT NO: DS 2020-10

TO: COUNCIL

SUBMITTED BY: Harold O’Krafka, MCIP RPP
Director of Development Services

PREPARED BY: Harold O’Krafka, MCIP RPP
Director of Development Services

REVIEWED BY: Grant Whittington, CAO

DATE: June 22, 2020

SUBJECT: Waiving of Penalties
Construction without Permits (March 17 – June 15)

RECOMMENDATION:

THAT Report DS 2020-10 be received for information; and,

THAT the Township extend additional financial and economic support to residents and businesses by:

- a) Waiving penalties (the doubling of permit fees) for projects which commenced prior to the issuance of building permits initiated without permits during the period March 17, 2020 to June 15, 2020.**

SUMMARY:

The Township of Wilmot collects, as a penalty, a double permit fee when construction is initiated prior to the issuance of a building permit. This is a standard practice in many municipalities as a means by which to encourage compliance while avoiding the costly process of laying formal charges.

The Township of Wilmot has actively maintained enforcement and administration of the Ontario Building Code throughout the pandemic. Having said that a short window of time did exist wherein the issuance of some permits, which did not meet the Provincial definition of essential construction, were suspended.

For the most part the building industry as a whole was compliant and understanding of the limitations. However during this short window there were a few instances where residents, unfamiliar with the regulations, proceeded to initiate projects prior to the issuance of a permit.

Staff are recommending that, in these few instances, the normal doubling of permit fees as a penalty be waived retroactively. Penalty fees moving forward would be reinstated.

REPORT:

By-law 2019-52, the Building By-law for the Township of Wilmot, provides that where construction starts in advance of the issuance of a building permit the permit fee shall be doubled as a penalty/deterrence.

While the Ontario Building Code Act provides for the laying of orders and charges as well in these instances many municipalities find the practice of doubling permit fees to be an effective means of administering and enforcing the requirements of the Ontario Building Code without the excessive expense of court proceedings.

During the period of municipal office closure there were some instances where residents have indicated that they were confused as to the requirements for permits and as such were found to have initiated construction without permits. The residents are now in the process of obtaining permits but have requested consideration for the waiving of the double permit / penalty fee.

The penalties of By-law 2019-52 can only be waived by resolution of Council.

Staff acknowledge that in this instance retroactively waiving the fees would be aligned with previous Council actions of waiving of other penalties.

Retroactively waiving the fee acknowledges the unique circumstances of the pandemic while at the same time does not continue forward so as to promote a culture of non-compliance.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report aligns with the corporate goal of being an engaged community through action such as strengthening customer service while ensuring a prosperous and healthy economy.

FINANCIAL CONSIDERATIONS:

The Building Division is a user-pay enterprise whose operation is funded through permit fees.

The financial impacts of suspending the collection of double permit fees during the March 17, 2020 to June 15, 2020 period will be less than \$500.

ATTACHMENTS:

No attachments.



TOWNSHIP OF WILMOT

PUBLIC WORKS & ENGINEERING Staff Report

REPORT NO: PW 2020-11

TO: Council

SUBMITTED BY: Jeff Molenhuis, P. Eng., Director of Public Works & Engineering

PREPARED BY: Bryan Bishop, C.E.T., Manager of Engineering

REVIEWED BY: Grant Whittington, CAO

DATE: June 22, 2020

SUBJECT: Bridge Street Bridge (34/B-T9) Municipal Class Environmental Assessment and Preliminary Design – Award of Contract

RECOMMENDATION:

THAT RFP 2020-18 be awarded to K. Smart Associates Limited for the Municipal Class Environmental Assessment (EA) and preliminary engineering design for Bridge Street Bridge (34/B-T9) as per their proposal submitted on May 26, 2020, in the amount of \$46,247.95, plus HST.

SUMMARY:

The Bridge Street bridge (34/B-T9) is an older structure in the Township's bridge inventory. In recent years, it has been subject to extended closures from vehicle strikes and flood damage. A long-term solution for this structure was identified in past Ontario Structure Inspections (OSIM), where the Township's position has been to defer major capital costs until such time as higher levels of government would provide funding support.

As part of the Investing in Canada Infrastructure Program (ICIP) program, funding from the Provincial and Federal governments was confirmed in Q2 2020 for the EA, design, contract administration and construction to support the project estimated at approximately \$3,537,500. Funding allows for an extended project window, with the project to be completed by October 2026. This report outlines the deteriorated condition of bridge 34/B-T9, Municipal Class

This information is available in accessible formats upon request

Environmental Assessment and preliminary design process, and recommends Council award for the study and preliminary design of the preferred alternative for bridge 34/B-T9.

BACKGROUND:

Bridge No. 34/B-T9 is located on the western reach of Bridge Street (formerly Township Road 9), crossing over the Nith River, approximately 500 m east of Tye Road (formerly Township Road 13). The bridge consists of 45.7m single span steel through-truss with an exposed concrete deck road surface. The overall deck width is 4.1m for one lane of traffic. The railing is a steel lattice type.

The Bridge has undergone several rehabilitations since 1982. In 1982, the rehabilitation included repair to the abutments and installation of a new concrete deck. In 2006 and 2011, rehabilitation included repairs to all floor beams, installation of new stringers on the outer edges, and repairs to the truss bottom chords at each of the four ends. The 2018 rehabilitation included re-facing of abutments and wingwalls, reinforcing diagonal chord at bridge ends, replacement of bottom connection plates, replacement of the underside cross brace, and reinforcing the floor beam due to flood damage. At various times in 2018, 2019 and 2020, the bridge was impacted from vehicle strikes requiring structure repairs, and in some cases also required extended closures.

The Municipal Class EA process requires that all stakeholders in the vicinity be contacted to inform them of the project initiation, that a public information meeting be held to present different alternatives to the public for feedback, and finalize the investigation, reporting and preliminary design in a project record. The agencies and stakeholders contacted will generally include; GRCA, MNR, DFO and First Nations and the general public. The reporting process includes study and evaluation of the cultural, heritage, environmental, technical and financial aspects of alternatives being considered.

This procurement recommendation is for the EA and preliminary design only. The remaining works required to support final design and construction will be brought before Council at a later date.

REPORT:

On May 4th, 2020, the request for proposal was made available online through the Township's e-bidding site. There was a total of ten (10) plan takers, with three (3) bids received at time of close on May 26, 2020.

An internal selection committee consisting of staff from Engineering reviewed and evaluated the proposals based on the following evaluation criteria:

Section	Criteria	Description	Points
1	Company Profile	Description of the company / department service units	10
2	Understanding, Approach & Methodology	Knowledge of the project and deliverable process	25
3	Experience and References	Past experience on similar projects and references	20
4	Team Structure / Staff Qualifications	Individual team members educations and experience	20
5	Schedule / Work Plan	Timeline approach for deliverables and expectations	10
6	Price	Cost to successfully complete project scope	15

The proposals were evaluated and scored for adequacy to address the requested project scope. Following that, the fees were evaluated separately, and a final selection was made based on the comprehensive evaluation criteria.

As a result of the highest-ranking proposal, K. Smart Associates Limited is recommended to be authorized for award, at a cost of \$46,247.95.

K. Smart Associations has completed previous bridge EA work in the Township of Wilmot and in other surrounding areas crossing the Nith River. K Smart's previous history on this bridge and experience on the EA, final design and construction of Holland Mills bridge will assist in the successful completion of this project.

If Council proceeds with award of this proposal submission, the Township will finalize documentation with the successful applicant and proceed with the Environmental Assessment process.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

We have a prosperous community through maintaining our infrastructure. We are an engaged community through communicating municipal matters.

FINANCIAL CONSIDERATIONS:

The following funding sources were identified in the 2020 Capital Budget process for the EA, preliminary design, engineering and construction works.

Funding Source	Amount
Investing in Canadian Infrastructure (Intake 1)	\$ 2,947,799
Development Charges (Public Works)	589,701
Total Budget	\$ 3,537,500

The bid received for the completion of the Environmental Assessment and preliminary design of the preferred alternative is within the budget allocated for this project. There will be additional fees for sub-consultant investigation works as part of the EA process, as well for the detailed design and construction works required for the preferred alternative.

ATTACHMENTS:

The project location is shown in Figure 1 attached.

**FIGURE 1 -
Municipal Class Environmental Assessment
Request for Proposals Project Key Map**





TOWNSHIP OF WILMOT

PUBLIC WORKS & ENGINEERING Staff Report

REPORT NO: PW 2020-012

TO: Council

SUBMITTED BY: Jeff Molenhuis, P. Eng., Director of Public Works & Engineering

PREPARED BY: David Kleine Operations Supervisor- Roads

REVIEWED BY: Grant Whittington, CAO

DATE: June 22, 2020

SUBJECT: Award of Contract – Two Single Axle Dump Trucks with Cab, Chassis and Snow Plow attachments

RECOMMENDATION:

That RFP 2020-05 be awarded to Altruck International Truck Centres to supply and deliver two (2) Single Axle Dump Trucks with Cab, Chassis and Snow Plow Attachments as per their proposal dated June 3, 2020, in the amount of \$523,834.00 plus HST.

SUMMARY:

This report outlines the proposal processes and recommends award of contract to the successful bidder for the supply and delivery of (2) Single Axle Dump trucks with Cab, Chassis and Snow Plow Attachments. This report also outlines anticipated impacts due to the COVID-19 pandemic.

BACKGROUND:

This procurement exercise was undertaken to purchase two (2) replacement Single Axle Dump Trucks with Cab, Chassis and Snowplow Attachments. As part of the on-going vehicle maintenance and replacement program one of the trucks is, the 2010 single axle dump truck unit #(303-10) scheduled to be replaced in 2020. The other unit is, the 2011 single axle dump truck unit # (307-11) scheduled to be replaced in 2021. The replacement for unit #307-11 being moved forward is to allow for the delivery when this unit reaches its end of service life.

Current procurement to delivery timing of the units are 12 -16 months.

This information is available in accessible formats upon request

REPORT:

On May 12, 2020, the proposal document was made available online through the Township's e-bidding site. There was a total of nine (6) plan takers, with a total of three (2) proposals received at time of close on June 3, 2020.

The proposal submissions were evaluated based upon the following four (6) criteria with weighting allocated to each:

- Compliance with General Specifications – 20%
- Compliance with Detailed Specifications – 20%
- Compliance with Attachments Specifications – 10%
- Customer References – 10%
- Warranty / Delivery Time – 15%
- Cost Proposal – 25%

Proponent	Location
Altruck International Truck Centres	Burlington, On
Team Truck Centres	London, ON

The bid received from Altruck International, at a cost of \$523,834.00 plus HST, is compliant with the specifications outlined within the bid documents. References have been verified and appear to be satisfactory.

COVID-19 Anticipated Impacts

In the Provincial workplace orders issued on April 4, 2020, many non-essential workplaces were required to close their physical workplace causing delays in orders and production. Provincial orders and restrictions for plant start ups will impact the supply and delivery of two Single Axle Dump Trucks with Cab, Chassis and Snowplow Attachments. The biggest impacts appear to be related to the time of delivery, with estimated delivery of approximately 12- 16 months

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

We have a prosperous community through maintaining our infrastructure. We are an engaged community through communicating municipal matters.

FINANCIAL CONSIDERATIONS:

The combined budget for this project is outlined below:

Funding Source	Amount
General Levy	\$440,000
Sale of Surplus Asset	\$60,000
Total Budget	\$500,000

Given the cost proposal of \$523,834.00 net of HST rebate, the Two Single Axle Dump Trucks with Cab, Chassis and Snow Plow Attachments is slightly over budget.

The additional costs are largely due to unanticipated Covid-19 and the US dollar. With delivery anticipated in 2021, the capital budget will be adjusted within 2021, to reflect the additional costs.

ATTACHMENTS: None



TOWNSHIP OF WILMOT

PARKS, FACILITIES & RECREATION SERVICES *Staff Report*

REPORT NO: PFRS 2020-006

TO: Council

SUBMITTED BY: Sandy Jackson, Director Parks, Facilities & Recreation Services

PREPARED BY: Sandy Jackson, Director Parks, Facilities & Recreation Services

REVIEWED BY: Grant Whittington, CAO

DATE: June 22, 2020

SUBJECT: Procurement of Phase B Pool Tile Grout Project

RECOMMENDATION:

THAT the extension of the existing contract with PPL Aquatic, Fitness and Spa Group, for Phase B of the Pool Tile Grout Project, in the amount of \$75,000, plus HST, be approved; and further,

THAT funding for these works be included within the 2021 Capital Budget and 10-Year Capital Forecast.

SUMMARY:

Due to the COVID-19 pandemic and an unplanned closure of the Wilmot Recreation Complex, Phase A of the pool re-grouting project originally scheduled for a five-week aquatic facility shut-down in August was procured as an emergency project in April and completed in May. In accordance with provisions of the Procurement By-Law, Council were advised for information purposes, under Report PFRS 2020-005.

This report requests Council approval to include funding under the 2021 Capital budget for Phase B of grouting works, and that the current contract be amended to continue works with the existing vendor, during the continued facility closure in June 2020.

BACKGROUND:

Staff report PFRS-005 Emergency Procurement Pool Tile Grout Project was received by Council on June 8, 2020. The project was priced in two separate phases: Phase A – pool basins and walls; Phase B – pool deck. The capital budget established for Phase A at a cost of \$70,500. During the emergency procurement process, costing for Phase B was obtained in case the pandemic closure extended further into the summer.

REPORT:

On March 15, 2020, the Region of Waterloo CAO and Emergency Control Groups issued a facility closure up to at least June 30, 2020 due to the COVID-19 pandemic. On June 8, 2020 the Provincial government issued A Framework for Reopening our Province – Stage 2. Within this document, the reopening of a number of recreation and park facilities in the Region of Waterloo were introduced effective June 7, 2020. This announcement included the opportunity to open indoor pools while complying with physical distancing and new health and safety rules to ensure safe access for customers and staff.

Prior to reopening, numerous new protocols must be developed to ensure customer and staff safety. In addition, all pools and splash pads in the Region will require a scheduled inspection by Public Health prior to reopening. Staff who have been on Declared Emergency Leave (DEL) will require onboarding and additional training to learn new protocols and refresh rescue skills. These processes will take several weeks to develop and complete.

With completion of Phase A of the pool grouting project, the pool needs to be filled and the chemicals balanced. In addition, programs originally developed for the summer will require revisions to meet new Life Saving Society standards and guidelines developed for reopening of pools after COVID-19. Summer program levels are generally lower attendance than the other seasons due to backyard pools and other competing summer activities. In order to complete these steps as well as prepare the lobby and customer areas under COVID guidelines at the Wilmot Recreation Complex, the facility is unable to open until at least early August.

As staff are preparing to refill the pools and prepare the required procedures and staff training, the recommendation is to complete Phase B of the pool tiling project while the pools remain idle. Although the Township remains in a Declared Emergency, this report is requesting pre-budget approval from Council for the 2021 Capital budget, to allow Phase B to be completed this summer prior to reopening. With funding being secured in advance of the 2021 budget process, the Declared Emergency authority of the Treasurer and CAO would not apply, and therefore Council approval is required.

Re-grouting the pool deck has been identified through health and safety inspections, and is intended to protect customers, and the integrity of the deck. Advancing this project to avoid a closure to complete this tiling project in 2021 is a strategic decision that is prudent and will benefit the Township over the long term.

PPL Aquatic, Fitness and Spa Group did an excellent job on Phase A – Pool Basins, and are prepared to complete Phase B of the project in late June, early July. Subject to Council approval of this report, the pool filling and balancing will be underway, and staff will be working on procedures, programming and staff training while the grouting project is underway. A full deep cleaning of the pool enclosure will also be required after the grouting project is complete; therefore, staff are anticipating a reopening of early August 2020. Opening later in the summer will allow customers and staff a gradual re-entry to the workplace, and sufficient time for retraining on new protocols.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

Maintaining safe facilities for public enjoyment and maintaining Township assets improves the quality of life of residents and is a fiscally responsible approach to managing Township assets.

FINANCIAL CONSIDERATIONS:

The RFQ for the pool tiling project was separated into two sections when it was issued in April: Phase A – grouting of pool basins and Phase B – grouting of pool deck.

After the emergency RFQ was issued, PPL Aquatic, Fitness and Spa Group responded with price of \$95,000 for Phase A and \$75,000 for Phase B. As these prices were substantially higher than the original budget of \$70,500, only Phase A - the pool grouting project was awarded at that time.

Pricing of \$75,000 to complete Phase B is being requested as a 2021 Capital project to allow this work to be completed while the pool is still closed due to COVID-19. This will offset the potential future lost revenues, as an additional closure will not be required in 2021 for this project.

ATTACHMENTS:

N/A



TOWNSHIP OF WILMOT

PARKS, FACILITIES & RECREATION SERVICES *Staff Report*

REPORT NO: PFRS 2020-007

TO: COUNCIL

SUBMITTED BY: Sandy Jackson, Director of Parks, Facilities and Recreation Services
Dawn Mittelholtz, Director of Information and Legislative Services/Municipal Clerk

PREPARED BY: Sandy Jackson, Director of Parks, Facilities and Recreation Services
Dawn Mittelholtz, Director of Information and Legislative Services/Municipal Clerk

REVIEWED BY: Grant Whittington, CAO

DATE: June 22, 2020

SUBJECT: Permanent Dog Park Location

RECOMMENDATION:

THAT Council approve William Scott Park, 84 Bleams Road W., New Hamburg as the location for construction of a permanent dog park, as approved in the 2020 Capital Budget; and

THAT a future capital project be added in 2021 capital forecast to improve parking at William Scott Park pending Grand River Conservation Authority approval.

SUMMARY:

From May 25 to June 7, 2020, staff conducted a public survey asking questions about the level of importance for certain factors when selecting a dog park location plus additional space for general comments. Over 500 responses were received. Based on the survey results, the recommendation is to construct a permanent dog park in William Scott Park in 2020 and add a

This information is available in accessible formats upon request

future capital project in 2021, to improve parking at this location. Upon Council approval, staff will prepare an RFP to seek proposals from qualified companies to design and build a permanent leash-free dog park at William Scott Park in summer of 2020.

BACKGROUND:

In 2019, Council approved a dog park pilot project for William Scott Park (Report CL2019-39). Installation of the temporary facility occurred in early July 2019 and was scheduled to be removed in October 2019. Residents of Wilmot responded favourably to the park and began a petition for Council to approve an extension of the pilot project timeline until a permanent facility could be constructed. Council received Report No. 2019-48 to coincide with the presentation of the petition. Council subsequently approved the pilot program extension.

From September to November 2019, a survey was conducted to determine the need for a permanent leash-free dog park and identify attributes that were most important to residents using the pilot project. Results of this [survey](#) can be found on the Township Website. During the pilot project, the facility was very well used, and the majority of users were compliant with the rules posted. Bylaw Enforcement Officers responded to concerns for aggressive dog behaviour however, the number of complaints received were low. During the pilot project, feedback to Council and staff was favourable, and no noise complaints or failure to remove dog waste complaints were received by staff.

Rented fencing remained in place until April 2020 when the Provincial Government and the Regional Board of Health closed all dog parks due to the COVID-19 Pandemic. Fencing was dismantled and returned to the rental company to avoid unnecessary costs (approx. \$500 per month).

REPORT:

While selecting the temporary location of William Scott Park in 2019, several factors were considered. Staff looked at available locations that had the attributes that contribute to a successful dog park, such as: sufficient available space; central to most Township residents; easy for large numbers of the population to get to; available parking; sufficient fence-able space; trees for shade; not directly abutting residential properties, and public washrooms (Staff report CL2019-39). The Township does not have an abundance of available greenspace without impact the ability to have community space for unplanned recreational activity.

Despite the popularity of the William Scott Park location, size limitations (approx. .75 acres), the seasonal impact of being in the flood plain, and restrictive parking could not be overlooked. This prompted a look at numerous other areas in the Township for a larger, suitable location. Very few locations offered the features identified in the 2019 survey by residents as important, such as; parking, shade, availability of washrooms, and not close to residential areas. However, with the recent clearing of Schmidt Woods due to the Emerald Ash Borer, and the need to complete the clean up the brush and downed trees in this woodlot, this location was added as an option.

The Wilmot Recreation Complex proximity to Schmidt Woods offered the required parking, garbage containers, and washrooms inside the complex. This location also provided easy year-round access by all residents and room for expansion and was not in the flood plain. With the recent removal of dead Ash trees, no further tree removal would be required, and the area suggested was easy to access from the trail. Natural shade was in place and the site had recent improvements to drainage to address wet conditions.

As a follow up to the Leash-Free Dog Park Pilot Project, and after review of potential locations, a second public survey was undertaken in May 2020 (see Appendix A). The intent of this survey was to confirm which features were preferred by residents, and which of two potential sites met most of these preferences. Residents responded to nine questions and were provided an opportunity to comment on the two proposed locations or any other items of importance for the permanent dog park site. The proposed sites within William Scott Park and Schmidt Woods can be found in Appendix B.

The Scott Park location is located on Grand River Conservation Authority (GRCA) property (see Appendix C). This property is governed by a management agreement between the Township and the GRCA that dates back to 1978. Staff have been in contact with the GRCA who have confirmed that they do not have a concern with a permanent dog park within their property, however, they have requested that the agreement be updated. Staff will work with the GRCA to develop an updated agreement and bring it back to Council at a future date for endorsement.

Survey Results

The survey was available online from May 25 to June 7, 2020 and was also hand delivered to approximately 35 homes in the William Scott Park neighbourhood. The survey was very successful and received over 500 responses with 235 comments. A small number of emails were also received by staff and members of council and have been considered in this summary. A summary of the results of the survey can be found in Appendix B. The full [survey results](#) can be found on the Wilmot.ca website.

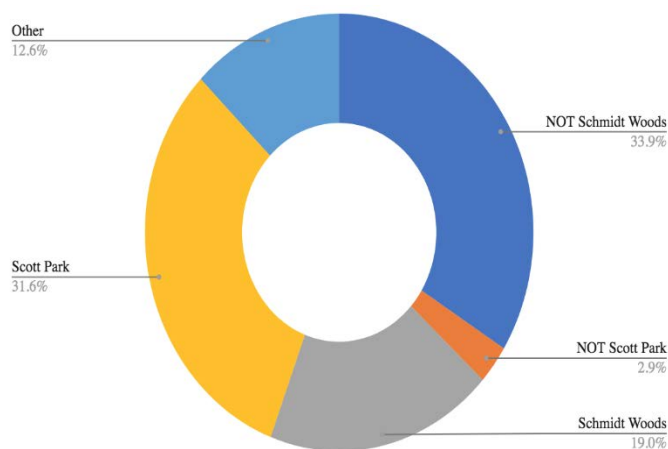
The survey offered the following high-level results:

-
- Over 50% of respondents feel it was *Very Important* or *Somewhat Important* to have separate areas for large and small dogs.
 - Over 75% feel it is *Very Important* or *Somewhat Important* to have parking availability.
 - Only 30% feel it is *Very Important* or *Somewhat Important* to have trail access.
 - Almost 60% feel it is *Very Important* or *Somewhat Important* to have access to water supply (Note: some concerns were expressed in the survey comments about the potential for Kennel Cough to develop at a shared water source, therefore, this will not be considered in the permanent site.)
 - Only 38% felt it was *Very Important* or *Somewhat Important* to be away from residential areas. (Note: A comment from a resident who lives by William Scott Park did however complain that barking dogs were a concern and the park should be located away from residential areas.)

- Almost 80% felt it is *Very Important* or *Somewhat Important* to have adequate shade for dogs and humans at the dog park.
- 45% felt it was *Very Important* or *Somewhat Important* that the dog park not be in the flood plain.
- Over 50% felt it was *Very Important* or *Somewhat Important* that the dog park be central to most residents in the Township.
- 46% felt it was *Very Important* or *Somewhat Important* to have room for future expansion of the dog park.

Based on these results, both William Scott Park and Schmidt Woods met the criteria that was important to 50% or more of survey respondents. The opportunity for expansion at Scott Park, the flood plain impact and limited parking are factors that present some challenges for this location. A staff recommendation to add parking spaces can help address this issue which generated comments of concern about Scott Park in the survey. The recommended size for construction of a dog park is between .50 and 1 acre.¹ The size of the proposed dog park in Scott Park will be approximately .75 acres, however, will not have room for expansion.

Open Ended Question Summary:



An open-ended question to provide an opportunity for comments was included at the end of the survey. 74% of the comments were about preferred location. Other themes included access, size and owner responsibility (i.e. dog behaviour, rules, etc.). A summary of the comments is outlined below.

preferred location.

Figure A reflects the comments regarding

1) Location:

Comments about location have been summarized by percentage of support, based on only the people who commented on location, in the open-ended question:

- 33.9% of respondents stated in their comments that they did not support Schmidt Woods.
- 31.6% of respondents commented that they preferred the Scott Park location.
- 19.0% of respondents preferred the Schmidt Woods location.

¹ <https://www.a2gov.org/departments/Parks-Recreation/play/Documents/Recommendations%20and%20Guidelines%20for%20Dog%20Park%20Site%20Selection%20updated%204-10-15.pdf>

- 12.6% suggested an alternate location including the Arboretum, Sir Adam Beck Park and Norm Hill Park.
- 2.9% of respondents indicated they did not want the dog park at Scott Park.

Examples of comments not in support of Schmidt Woods (33.9%) include:

- *“Important woodland habitat that would see its ecological integrity severely compromised if dogs can frequent the area (increased human and animal presence causing stress on native biological community).”*
- *“I would be concerned about the number of trees that would need to be removed from the Schmidt Woods location, and the disruption a dog park would have on wildlife in the woods.”*
- *“I do not believe that Schmitt Woods is an ideal place for a dog part. A forest ecosystem relies on the forest floor to provide stability to the ecosystem. Many dogs running here will damage the forest floor in the same way that running cattle in a bush destroys the ecosystem. Without the invertebrate populations and the flora populations, compaction will occur, and this interior part of the forest will die. Therefore, the forest will become fragmented and that will create pressures on the entire ecosystem. A maintained managed grassland is better for this use.”*

Examples of comments in favour of Scott Park (31.6%) include:

- *“Many people walked to the pilot project dog park. (of course, we loved having it next to us and that influences my responses.) If the dog park is out of town, everyone will have to drive, not very green. 2. Also, even with the flood, it didn’t keep people and dogs away for too long.”*
- *“I favour the Scott Park location over the WRC option. It was successful as a pilot site and is central for many people to walk to. The WRC location will require driving which is somewhat offset by more parking. A dog park is an active recreational use that is more compatible with the sports fields and tennis courts of Scott Park than with the walking trails in Schmidt Woods.”*
- *“In terms of the accessibility for township residents I think it is nice to have at least one community be able to walk their dogs as opposed to all having to drive. I personally will be less likely to use a park to drive too. It is also, my feeling that shade is super important. We loved the Scott Park location.”*

Examples of comments in favour of Schmidt Woods (19%) include:

- *“Schmidt Woods has better and year-round maintained parking already. Access to trails from both Baden and New Hamburg. Lots of shade and dryer ground. It wouldn’t affect any other events by using up needed space. At Scott Park the dog park uses parking that is needed for soccer. I really like Schmidt Woods location for a dog park.”*
- *“Rec center would be the best place for the dog park!!!!”*

- *"I think the proposed location at Schmidt Woods would be a fantastic location! Better facilities (parking, water access, trail access, etc.), a larger area away from residential areas with the option to expand in the future, and better for winter usage."*
- *"Having it at the Recreation complex will be much more suitable. Having it at Scott Park when soccer or other large events are on will create a parking nightmare."*

Examples of comments in favour of a location other than William Scott Park or Schmidt Woods (12.6%) include:

- *"St. Agatha is badly in need of a leash free park. Our dogs like to play too!"*
- *"Is Baden not in the running? And if not why? There is a perfectly good green space in Baden beside the township offices with on street parking available."*
- *"Although not mentioned I think the Wilmot arboretum should be considered ...it is already fenced on three sides...and extra parking at the school."*
- *"I think there should be two dog parks in the most populated towns of New Hamburg and Baden, within walking distance for people of all ages to be able to benefit from."*

2) Access

17 % of respondents mentioned access to the park. Themes included year-round access, lighting, multiple entrances and requesting that access be within walking distance for residents.

- *"Should be in an area where many people can walk to (reduces area needed for parking, and more accessible for people without vehicles). Multiple double-door entrances would be great."*
- *"Additional important consideration are the ability to have lights at night especially in the winter, and to have year round access including some parking."*
- *"As someone who doesn't drive and has an active dog having the dog park in town is sooo important to me."*

3) Size

- *"There is a fantastic dog park in Kiwanis park, that's a bit of a walk to get to, and had a nice trail around it, so dogs don't stand around getting aggressive. The other thing that makes it a success is it is very large!"*
- *"Would be nice if it was bigger than the temporary one we had."*
- *"1 acre is too small. KWHS had a park that size and had to close it."*

Although both proposed locations met the majority of the criteria, the number of concerns about potential environmental impacts at Schmidt Woods removed this location from consideration. Therefore, based on the survey results and comments received, staff are recommending the permanent location for the leash-free dog park be William Scott Park. Consideration for additional parking will improve this site significantly and is included as a recommendation in this report pending GRCA approval.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

By exploring a leash-free dog park, the Township is providing recreational opportunities for everyone. By installing signage, monitoring the park and responding to any issues that may arise, the Township is ensuring people's safety. The community engagement completed for the project is communicating municipal matters.

FINANCIAL CONSIDERATIONS:

The 2020 capital budget includes a \$61,600 project to construct a permanent leash-free dog park. Staff are preparing an RFP to seek proposals from qualified companies to design and build a permanent leash-free dog park at William Scott Park in summer of 2020. The RFP will include as a minimum, requirements for fencing, gating systems, signage and any other typical dog park features that are proposed within the budget allocation. A water supply will not be included due to concerns regarding Kennel Cough mentioned in the survey feedback. A recommendation to add a capital project to the 10-Year Capital Forecast in 2021 for additional parking at this location, is also being proposed as part of this report.

ATTACHMENTS:

Appendix A: 2020 Survey Results Summary

Appendix B: Proposed Dog Park Locations (William Scott Park and Schmidt Woods)

Appendix C: GRCA property line map of Scott Park.

Appendix A: 2020 Survey Results Summary

This appendix shows the percentages of respondent's answers using the categories included in the survey of *Very Important*, *Somewhat Important*, *Neutral*, *Somewhat Not Important* and *Not Important*. A few comments have been included in this appendix with each question that represent the overall comment themes. The full [survey results](#) can be found at Wilmot.ca.

Leash-Free Dog Park Survey Results (May 25 to June 7, 2020)

Q1: Using the scale indicated, how important are separate sections for large/medium dogs and small dogs?

- 51% feel it is *Very Important* or *Somewhat Important* to have separate areas for large and small dogs.
- 24% feel *Neutral* about having separate areas for large and small dogs.
- 24% feel it is *Not Important* or *Somewhat Not Important* to have separate areas for large and small dogs.

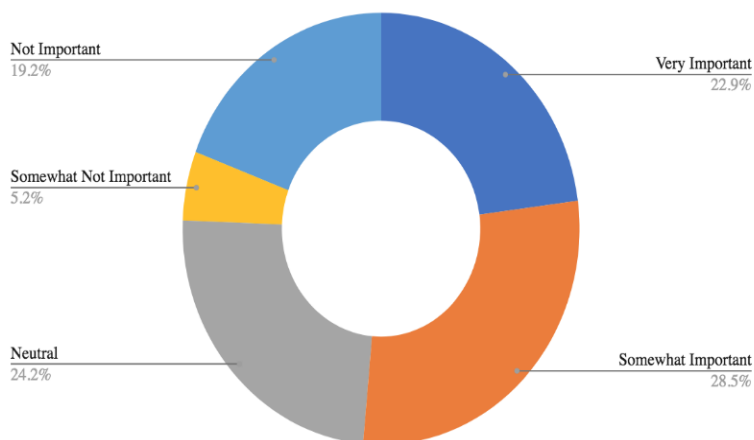


Figure A: Small and Large Dog Sections

Comments regarding small and large sections:

- “Animals should be controlled by their owners, therefore separate big dog and little dog areas should not be necessary.”
- “Imperative that we have a separate space for small and large dogs as proposed. Need to ensure the small dog park is large as they like to run.”
- “Any dog regardless of size should be 100% behaved before coming to the park so size of the dog should not matter.”

Q2: Using the scale indicated, how important is parking availability?

- 76% feel it is *Very Important* or *Somewhat Important* to have parking availability.
- 14% feel *Neutral* about having parking availability.
- 9% feel it is *Not Important* or *Somewhat Not Important* to have parking availability.

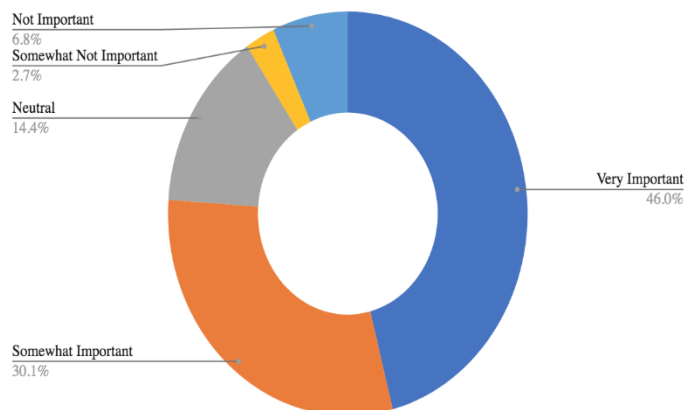


Figure B: Parking Availability

Comments regarding parking availability:

- *“Rec Center can be VERY BUSY when Sports activities and swimming lessons are running. I would not be happy if I had more difficulty parking when I am at the rec center for an activity that I have specifically paid for because people are taking up spaces to use the free dog park.”*
- *“The lack of an appropriate parking lot resulted in extensive damage to the surrounding grass and in extreme cases a tow truck had to be called to remove vehicles stuck in the mud.”*
- *“Not a lot of parking and it took away from soccer parking space.”*
- *“I think the Baden location would have much easier access to the dog park and less parking issues once sports resume. Parking is a huge problem with the New Hamburg location especially when soccer practices are happening.”*

Q3: Using the scale indicated, how important is it for the dog park to have trail access?

- 30% feel it is *Very Important* or *Somewhat Important* to have trail access.
- 22% feel *Neutral* about having trail access.
- 48% feel it is *Not Important* or *Somewhat Not Important* to have trail access.

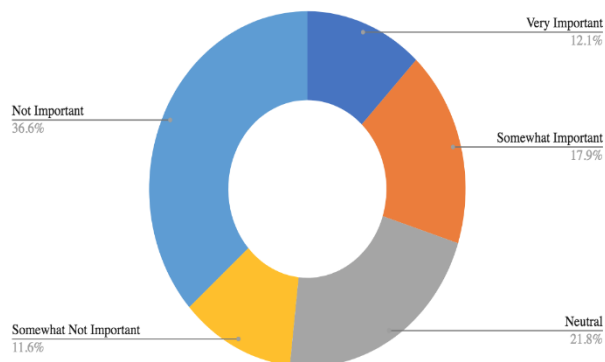


Figure C: Trail Access

Comments related to Trail Access:

- *“Trails could be beneficial but if you go to a dog park your reasons are different than if you choose to go to a trail.”*
- *“I personally don’t think Schmidt Woods is a good location for this dog park. The trails are used daily by local residents walking, running, and many young children even riding bikes. A dog park will add further traffic to the area.”*

Q4: Using the scale indicated, how important is access to water supply?

- 58% feel it is *Very Important* or *Somewhat Important* to have access to water supply.
- 19% feel *Neutral* about having access to water supply.
- 22% feel it is *Not Important* or *Somewhat Not Important* to have access to water supply.

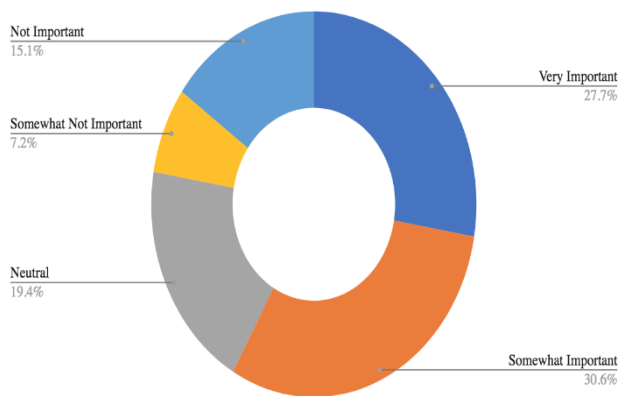


Figure D: Access to Water Source

Comments related to access to a water source:

- *“Bring your own water”*
- *“Because of the kennel cough problem last year, I think it is probably best if people provide water/bowls for their own dogs.”*
- *“Water is not to be available as it spreads kennel cough. We had a major increase in this disease last year shortly after the dog park went up.”*

Q5: Using the scale indicated, how important is it for the dog park to be away from residential areas?

- 38% feel it is *Very Important* or *Somewhat Important* to be away from residential areas.
- 25% feel *Neutral* about being away from residential areas.
- 37% feel it is *Not Important* or *Somewhat Not Important* to be away from residential areas.

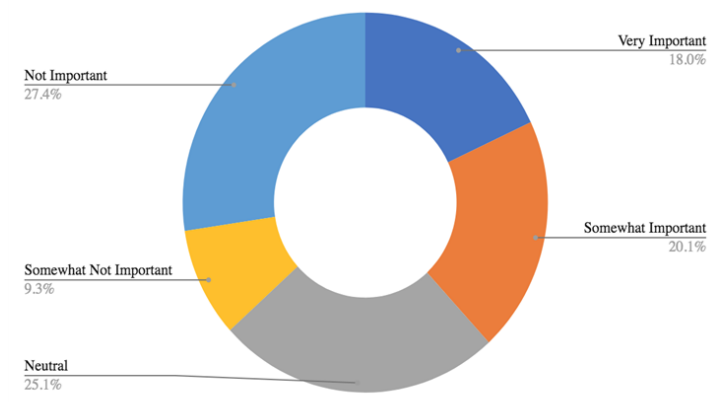


Figure E: Proximity to Residential Areas

Comments regarding proximity to residential areas:

- “Most important is to be away from houses. I could hear the dogs from my house very early in the morning. Since the dog park is nearly in my backyard, I have some comments.”
- “If the dog park is in town, then more users could walk to it. A park on the outskirts of town will require more parking spaces. The other advantage of an in-town park is that you have an informal neighborhood watch and Scott Park also has washrooms for the Humans too.”
- “Many people walked to the pilot project dog park. (Of course, we loved having it next to us and that influences my responses.) If the dog park is out of town, everyone will have to drive, not very green. Also, even with the flood, it didn’t t keeps people and dogs away for too long.”

Q6: Using the scale indicated, how important is adequate shade for dogs and humans at the dog park?

- 79% feel it is *Very Important* or *Somewhat Important* to have adequate shade for dogs and humans at the dog park.
- 12% feel *Neutral* about having adequate shade for dogs and humans at the dog park.
- 9% feel it is *Not Important* or *Somewhat Not Important* to adequate shade for dogs and humans at the dog park.

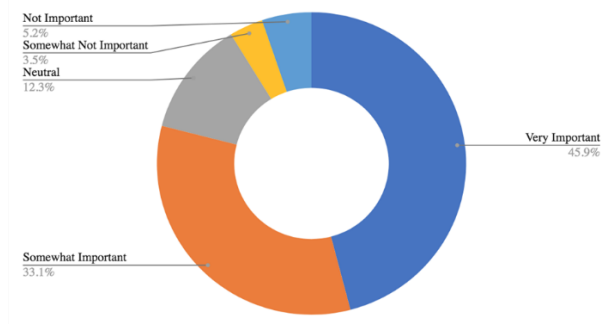


Figure F: Importance of shade

Comments related to the importance of shade:

- *We really enjoyed the William Scott location. It was great to be able to walk there. There was a great amount of Shade and there always was plenty of parking.*
- *Being able to walk to the dog park is important for us. Behind the sports plex would mean nobody can walk there and would have to drive. I think it is important however that there be trees and shade so that would be better behind the sports plex.*
- *William Scott Park already central to majority of users, has large open spaces and is well shaded, and the fact that it's on a floodplain is irrelevant (dog park usage during wet periods with saturated soils is low, and smart development of permanent features can result in mitigated damage due to flooding)*

Q7: Using the scale indicated, how important is it that the dog park not be in the flood plain?

- 45% feel it is *Very Important* or *Somewhat Important* that the dog park not be in the flood plain.
- 20% feel *Neutral* about the dog park not being in the flood plain.
- 35% feel it is *Not Important* or *Somewhat Not Important* that the dog park not be in the flood plain.

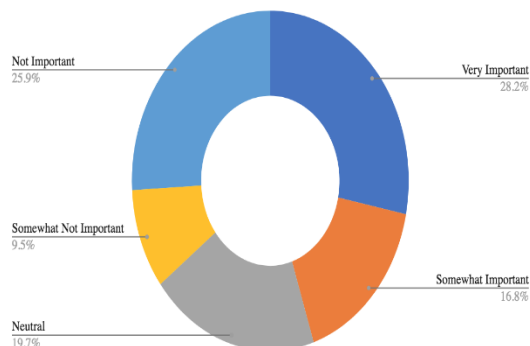


Figure G: Importance of not having the dog park in the flood plain.

Comments related to the flood plain:

- *"Make use of the floodplain land and if we get a flood they will just have to wait until it dries up."*
- *"Flooding made the park unusable for a mere couple days so I don't consider that a problem."*
- *"A dog park that cannot be used half the year due to flooding and is a mud pit for a lot of the other months, is pretty useless. We also need both areas with sun and areas with shade."*

Q8: Using the scale indicated, how important is it that the dog park be central to most residents in the Township?



- 51% feel it is *Very Important* or *Somewhat Important* that the dog park be central to most residents in the Township.
- 27% feel *Neutral* about the dog park being central to most residents in the Township.
- 22% feel it is *Not Important* or *Somewhat Not Important* that the dog park be central to most residents in the Township.

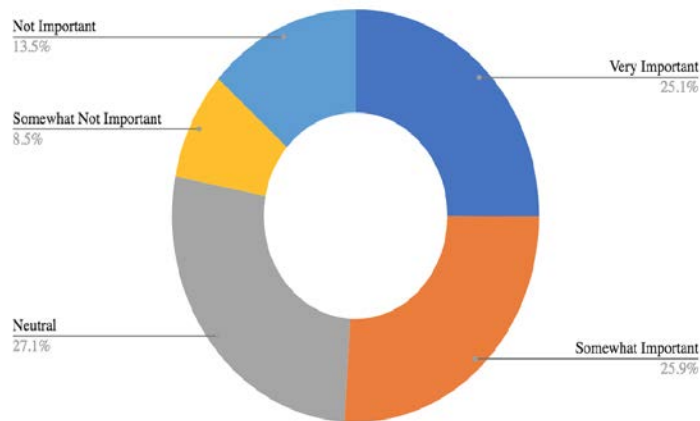


Figure H: Importance of being central

Comments related to the dog park being central to most residents.

- “If the dog park is all the way at the Rec Complex that means 0 people can walk to the park with their dog, creating more pollution and a much higher parking demand. At Scott Park, at least most New Hamburg residents can walk to the park with their dog, reducing the overall amount of commuters & need for parking.”
- “I like the idea of the dog park being centrally located, like the Wilmot Rec Center, however I think it would make it more difficult for people who do not have vehicles.”
- “In town will be a much better option and lead to more volume of users. The central location would require everyone to drive in and increase traffic in that area. William Scott Park allows for people to access the space easier and by foot for those in New Hamburg”

Q9: The proposed dog park will be approximately 1 acre. Using the scale below, how important is room for a future expansion of the dog park?

- 46% feel it is *Very Important* or *Somewhat Important* to have room for future expansion of the dog park.
- 26% feel *Neutral* about having room for future expansion of the dog park.
- 28% feel it is *Not Important* or *Somewhat Not Important* to have room for future expansion of the dog park.

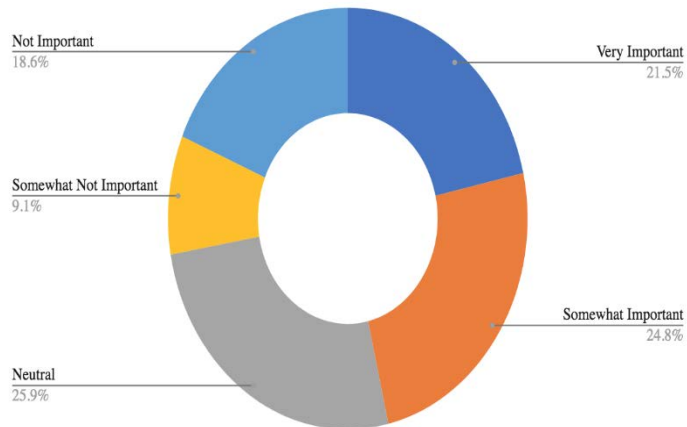


Figure I: Importance of ability to expand in future.

Comments related to the importance of the site being expandable.

- *“Temporary was great but needs to be bigger”*

Appendix C: Proposed Dog Park Locations for 2020 Survey



Figure A: William Scott Park (.76 acres)

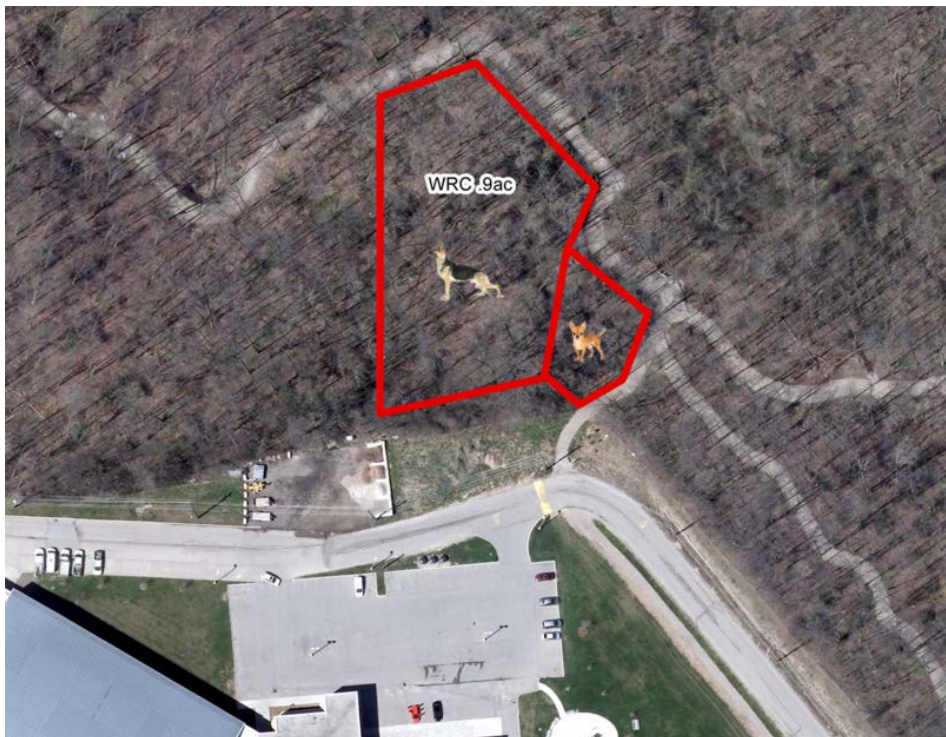



Figure B: Schmidt Woods, Wilmot Recreation Complex (1 acre)

Appendix D: GRCA property line map of Scott Park.



 Proposed parking – pending GRCA approval.



Greetings Township of Wilmot councillors:

On behalf of ink-stainedwretches.org, composed of a group of former Waterloo Region Record newsroom employees, I ask that you please consider the accompanying resolution requesting your support in encouraging elected leaders to build an ecosystem in which local journalism can provide essential service to people of The Township of Wilmot and beyond.

Region of Waterloo councillors, during their meeting on June 3, 2020, unanimously passed a similar resolution. In part, regional councillors committed to urging other local councils and municipalities throughout Canada to pass similar resolutions.

The wording of the motion that regional councillors passed is as follows:

*“**Therefore Be It Resolved** that Waterloo Regional Council recognizes that a healthy, professional news media is essential to the proper functioning of democracy in the region; urges other municipal councils within the region and across Canada to recognize that a robust news media is essential to the proper functioning of democracy in their jurisdictions; endorses legislation and regulations to support and rejuvenate news outlets across Canada; and urges the federal government to move quickly to pass legislation to ensure an ecosystem for a healthy news media to serve all Canadians. And that the resolution be forwarded to the area municipalities, local M.P.s and M.P.P.s and the Federation of Canadian Municipalities and Association of Municipalities of Ontario.”*

Waterloo Mayor Dave Jaworsky recently informed me that he is placing a similar resolution on the agenda of Waterloo’s next council meeting scheduled for June 22, 2020.

As we have outlined in our proposed resolution, and in the accompanying backgrounder document, we are concerned by the fact that residents in our region and throughout Canada have already lost vital services provided by local journalism outlets — and are in serious risk of imminently losing more.

According to the university base journalism website J-Source, from 2008 to 2018, 190 communities across Canada lost about 250 established news outlets due to mergers or closures. And more recently, in six weeks from the time the novel coronavirus pandemic struck in early March, more than 100 media outlets across Canada made cuts; nearly 50 community newspapers shuttered; and about 2,000 workers were laid off.

So we are asking your help to encourage our elected leaders, at the provincial and federal levels, to help build an ecosystem in which local journalism — which is vital to the functioning of a healthy democracy — can thrive.

Thank you for your consideration,

Mirko Petricevic
Waterloo, ON
ink.stained.campaign@gmail.com

Backgrounder for the Township of Wilmot Council

- The name of our group is ink-stainedwretches.org (Yes, our name is the same as our URL.)
- Our project promotes support for local journalism in ALL FORMS (print, broadcast, digital) not only newspapers.
- Whereas our campaign is a local grassroots effort, we hope that it will spread across Canada because residents across the country are experiencing a dwindling supply of reliable local journalism. We have support from every province and territory in Canada: Our [online petition](#) has been endorsed by more than 600 people from all provinces and territories save Nunavut. (However, an Ottawa-based editor working for a Nunavut news outlet has signed the petition.)
- We have not sought the blessing of media executives because this is a grassroots effort by media workers past and present. Of course, we welcome endorsements from news media executives. But they have their own associations and avenues for advocacy.
- Three possible action items for council:
 - We would be happy if council would write letters encouraging other local municipal councils to adopt a similar resolution.
 - We would be delighted if council would send letters to the Association of Municipalities Ontario (AMO) and the Federation of Canadian Municipalities (FCM) asking them to encourage their members to adopt similar resolutions.
 - And we would appreciate it if council would write and send similar letters of support — to ensure an ecosystem for robust local journalism — to elected federal leaders including local MPs; Steven Guilbeault, minister of Canadian heritage; Bill Morneau, federal minister of finance; and Prime Minister Justin Trudeau.

-31-

Proposed resolution for the Township of Wilmot
Purpose: To support a healthy ecosystem for local journalism
Submitted by Mirko Petricevic on behalf of ink-stainedwretches.org
Submitted on June 11, 2020

Whereas a healthy, professional news media is essential for the proper functioning of civil society and democracy at the local, regional, federal and international levels;

Whereas the Public Policy Forum declares — on its [website](#) for the 2017 report *The Shattered Mirror: News, Democracy and Trust in the Digital Age* (commissioned by the federal government) — that “real news is in crisis” in this country;

Whereas the U.S. Federal Communications Commission (FCC) cited eight “critical information needs” the media help to provide including emergencies; other public risks to health; education; the environment; economic opportunities; civic and political knowledge of policy initiatives; and the conduct of public officials, and candidates for office (*[The Shattered Mirror](#)* p.4);

Whereas Canadians have lost the essential services provided by roughly 2,000 media workers in 100 communities across Canada due to [layoffs](#) in only six weeks from the time the COVID-19 pandemic began — a time it became clearer to the public how important it is for Canadians to receive accurate information — and advertising

revenues have plunged, prompting an emergency \$30-million advertising-buy by the federal government;

Whereas residents of 190 Canadian communities — including residents of Kitchener, Elmira and Guelph — lost 250 established news outlets due to closings or mergers between 2008 and 2018;

Whereas nearly two out of every three Canadians support or somewhat support sending financial aid to struggling news providers, according to a Nanos Research poll of April 2020;

Whereas the federal government allocated nearly \$600 million in aid for Canadian media over five years in its 2019 budget, including a 25-per-cent tax credit for newsroom salaries; a 15-per-cent tax credit for digital media subscribers; and charitable tax status for non-profit news outlets;

Whereas Canada's federal government acknowledged in its 2019 budget (p. 173) that “A strong and independent news media is crucial to a well-functioning democracy.”;

Whereas the news media in Waterloo Region have been instrumental during the COVID-19 pandemic, ensuring local citizens have accurate local information;

Therefore Be It Resolved that Township of Wilmot Council recognizes that a healthy, professional news media is essential to the proper functioning of democracy in the township; urges other municipal councils within the region and across Canada to recognize that a robust news media is essential to the proper functioning of democracy in their jurisdictions; endorses legislation and regulations to support and rejuvenate news outlets across Canada; and urges the federal government to move quickly to pass legislation to ensure an ecosystem for a healthy news media to serve all Canadians. And that the resolution be forwarded to the area municipalities, local M.P.s and M.P.P.s and the Federation of Canadian Municipalities and Association of Municipalities of Ontario.

TOWNSHIP OF WILMOT

BY-LAW NO. 2020-019

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

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

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

1. Notwithstanding the provisions of By-law 83-38, as amended, for the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this By-law, the following shall be added as Section 22.289:

Notwithstanding any other provisions of this By-law, the following additional use shall be permitted on the lands described as, Part of Lot 23, Concession South of Bleams Road, being Part 1, Plan 58R-13711, and identified on the map forming Part 1 of Schedule 'A':
 - a) two additional dwelling units (attached) where an additional dwelling unit (attached) is defined as a separate self-contained dwelling unit located within the main building.
2. Notwithstanding the provisions of By-law 83-38, as amended, the map forming Part 1 of Schedule 'A' to By-law 83-38 shall be amended as necessary to identify Section 22.289 on the lands described on Schedule 'A' and illustrated on Schedule 'B' attached to and forming part of this By-law.
3. Except as amended by the preceding regulations, the lands described on Schedule "A" attached to and forming part of this by-law and shown on Schedule "B" attached to and forming part of this by-law, shall be subject to all other applicable regulations as set down in By-law No. 83-38, as amended.
4. This by-law shall come into effect on the final passing thereof by the Council of The Corporation of the Township of Wilmot subject to compliance with the provisions of The Planning Act, R.S.O., 1990 and amendments thereto.

READ a first and second time on the 22nd day of **June, 2020**.

READ a third time and finally passed in Open Council on the 22nd day of **June, 2020**.

MAYOR

CLERK

SCHEDULE "A"

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the Township of Wilmot, in the Regional Municipality of Waterloo and Province of Ontario being composed of Part of Lot 23, Concession South of Bleams Road, being Part 1, Plan 58R-13711 in the said Township of Wilmot.

This is Schedule "A" to By-law No. 2020-019.

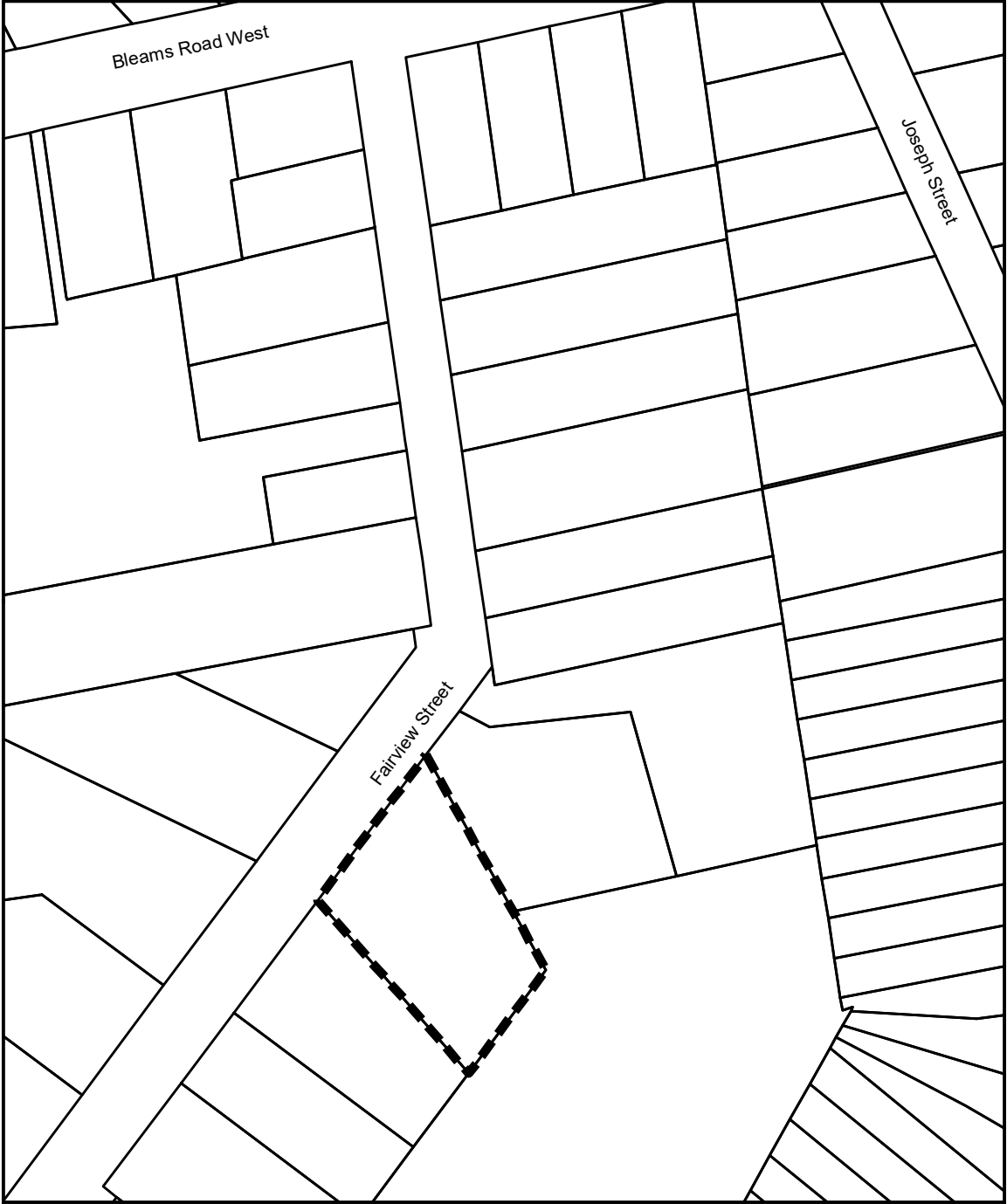
PASSED this 22nd day of June, 2020.

MAYOR

CLERK

SCHEDULE "B"
PART OF LOT 23, CONCESSION SOUTH OF BLEAMS ROAD
BEING PART 1, PLAN 58R-13711
TOWNSHIP OF WILMOT

SUBJECT LANDS OUTLINED THUS: - - - - -



THIS IS SCHEDULE "B" TO BY-LAW NO. 2020-19
PASSED THIS 22ND DAY OF JUNE, 2020.

MAYOR

CLERK

