



TOWNSHIP OF WILMOT

Council Meeting Agenda

Monday, February 22, 2021

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**
- 3. MOMENT OF SILENCE**
- 4. LAND ACKNOWLEDGEMENT – Councillor J. Gerber**
- 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 Monday February 8, 2021

RECOMMENDATION

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

Council Meeting February 8, 2021.

8. PUBLIC MEETINGS

9. PRESENTATIONS/DELEGATIONS

9.1 2021 Municipal Grants

10. CONSENT AGENDA

10.1 REPORT NO. COR 2021-010

Treasurer's Statement – Cash-in-Lieu of Parkland Reserve Fund

10.2 REPORT NO. COR 2021-011

Treasurer's Statement – Development Charges Reserve Funds

10.3 REPORT NO. COR 2021-012

**Honorariums and Expenditures of Council and Committee Members
for the Year Ended December 31, 2020**

RECOMMENDATION

THAT Report Nos. COR 2021-010, COR 2021-011 and COR 2021-12 be approved.

11. REPORTS

11.1 DEVELOPMENT SERVICES

11.1.1 REPORT NO. DS 2021-004

Wilmot Employment Lands

Draft Plan of Subdivision Application 30T-19601

Zone Change Application 02/19

Badenview Developments Inc. / MHBC Planning

Part of Lot 20, Concession North of Bleams Road

Hamilton Road, Nafziger Road, Highway 7/8

RECOMMENDATION

THAT Council recommend to the Region of Waterloo the following conditions of draft approval for Draft Plan of Proposed Subdivision 30T-19601:

1. That this approval applies to plan of subdivision 30T-19601 by MHBC Planning, dated January 25, 2021 which shows a total of 6 industrial development blocks, 2 stormwater management blocks, 4 drainage channels, 5 reserve blocks (0.3m) and 3 streets proposed to be developed in 2 stages.
2. That the following shall be conveyed to the Township of Wilmot for the purposes stated therein, at no cost and free and clear of all encumbrances:
 - a) Stage 1, Blocks 5 and 6 as a stormwater management facility;
 - b) Stage 1, Blocks 7, 8, 9 and 10 as overland drainage and servicing channels;
and,
 - c) Stage 1, Blocks 11, 12, 13, 14 and 15 for 0.3m reserves
3. That prior to the registration of Stage 1 the subdivider shall provide an easement for the purposes of a temporary turning circle at the terminus of Street Two to the satisfaction of the Township of Wilmot. The Township shall release the easement concurrent with the registration of Stage 2.
4. That the subdivider shall enter into a subdivision agreement with the Township which will cover all planning and engineering aspects of the development and identify in detail applicable Township standards and specifications relative to municipal services. The agreement will further address all requirements, financial and otherwise of the Township of Wilmot concerning the provision of roads and the installation of services, facilities and drainage, landscaping, the payment of fees and provision of financial securities and deposits to ensure the proper and orderly completion of the development.
5. That the subdivider shall make satisfactory arrangements with Kitchener-Wilmot Hydro for the provision of permanent electrical services to the plan, prior to registration. The Subdivider further agrees that should permanent installations be impractical at the time, to pay all costs incurred through the provision of temporary electrical services and the removal of such services when permanent installations are possible.
6. That street lighting shall be provided at the owner's expense in accordance with the standards and specifications of the Township of Wilmot, the Region of Waterloo and Kitchener-Wilmot Hydro.
7. That prior to or concurrent with the registration of any Stage the subdivider shall grant any easements required for utility or municipal servicing purposes.

8. That prior to any grading or construction on site and prior to registration of the plan, the owners or their agents submit the following plans and reports to the satisfaction of the Grand River Conservation Authority, the Region of Waterloo and the Township of Wilmot:
 - a) A detailed stormwater management report in accordance with the 2003 Ministry of the Environment Report entitled "Stormwater Management Planning and Design Manual";
 - b) A detailed Lot Grading, Servicing and Storm Drainage Plan;
 - c) An Erosion and Sedimentation Control Plan in accordance with the Grand River Conservation Authority's Guidelines for sediment and erosion control indicating the means whereby erosion will be minimized and sediment maintained on-site throughout all phases of grading and construction; and,
 - d) The approval and issuance of a Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permit from the GRCA prior to the construction in a wetland and/or grading in a regulated area and/or construction of the Stormwater Management outlet in a regulated area.
9. That the subdivider agree to complete and maintain the above works in accordance with the approved plans and reports noted in condition 8.
10. That prior to registration the subdivider shall confirm that a legal outlet for post development stormwater flows has been secured to the satisfaction of the Township.
11. That the subdivider agrees to obtain and comply with all necessary Environmental Compliance Approval (ECA) requirements from the Ministry of Environment, Conservation and Parks (MECP) for stormwater management and Form 1 for Township and Region for watermain works.
12. That, prior to the issuance of any building permits, the owner of any lot or block on which the building is proposed shall pay the applicable development charge in force at the time of building permit issuance.
13. That the subdivider agrees to provide all prospective purchasers with a copy of the grading control plan and a copy of the subdivision agreement.
14. That the subdivider shall submit a landscaping plan prepared by a qualified landscape architect for boulevard tree plantings, the noise attenuation berm and Blocks 5, 6, 7, 8, 9 and 10 to be approved by the Township.
15. That the Subdivider shall landscape the noise attenuation berm and Blocks 5, 6, 7, 8, 9 and 10 in accordance with the approved plan required in condition 14 above.

16. That all streets shall be constructed by the subdivider in accordance with the specifications and requirements of the Township and as identified within the Subdivision Agreement.
17. That the streets shall be named to the satisfaction of the Township of Wilmot and said names shall be assigned by the Township of Wilmot within the Subdivision Agreement.
18. That the subdivider shall pay, prior to registration, 100% of the cost of regulatory street signs.
19. That the road allowances linking Street One to Hamilton Road and Nafziger Road are to be rebuilt to urban industrial standards and that the Township will repay the subdivider for the actual costs of the works to a maximum of 100% of the preliminary estimate (MTE, 2019) which shall be further and specifically defined within the subdivision agreement.
20. That a separated asphalt boulevard multi-use trail (MUT) with a minimum width of 3.0m shall be constructed along the north/east side of Street One and a concrete sidewalk with a minimum width of 1.5m shall be constructed along the south/west side of Street One from Hamilton Road to Nafziger Road. The Township shall repay the developer for the portions of the MUT and sidewalk within the limits of the unopened road allowances linking Street One to Hamilton Road and Nafziger Road. The developer shall be responsible for the costs within the limits of Street One.
21. That sidewalks on all other streets shall be constructed to the standard, in the location and of the width specified by the Township of Wilmot.
22. That the subdivider will provide a master utility locate plan for all services to the specifications and satisfaction of the Township of Wilmot.
23. That all lands abutting Blocks to be conveyed to the ownership of the Township of Wilmot, adjacent lands owned by the Township of Wilmot and the westerly property line of the development which abuts residential development shall be fenced or otherwise appropriately delineated to the satisfaction of the Township of Wilmot.
24. That prior to the review of detailed engineering designs and prior to release of the plan for registration, the subdivider shall pay the Township fees to cover Township administration, planning, engineering and legal fees related to the processing, approval and monitoring of this plan in accordance with the fees and charges Bylaw of the Township of Wilmot.

25. That, prior to the issuance of any building permits in Stage 1, a 2.5m landscaped earthen berm shall be installed along the western edge of Block 2, Stage 2 in accordance with recommendations contained in the Badenview Industrial Subdivision Air Quality & Noise Compatibility Study (Novus Environmental Inc, December 19, 2018).
26. That, prior the construction of the earthen berm required by condition 24 above, detailed design drawings, including grading and landscaping plans, shall be prepared for the berm to the satisfaction of the Township of Wilmot.
27. That, the subdivider convey an easement to the Township of Wilmot over the lands containing the earthen berm required by condition 25 above, to ensure the berm is retained and landscaping maintained for the lifetime of the development.
28. That, the subdivider enter into an agreement with the Township of Wilmot that, prior to the issuance of a building permit on Block 1 or 2, Stage 2, or future parts thereof, the owner shall have a noise assessment prepared by a qualified professional engineer, to determine if individual lot mitigation measures are required and that said assessment be prepared and reviewed to the satisfaction of the Township of Wilmot and the Region of Waterloo.
29. That, prior to the final approval of Stage 1, the owner shall complete or secure the completion of the necessary extensions of southbound left turn lanes on Hamilton Road (5m) and Nafziger Road (15m) in accordance with the approved Traffic Impact Study (TIS) to the satisfaction of the Township of Wilmot, the Region of Waterloo and the Ministry of Transportation.
30. That prior to final approval of Stage 2, the owner shall submit to the Ministry of Transportation for their review and approval, a copy of a Traffic Impact Study prepared in accordance with Ministry of Transportation requirements, indicating the anticipated traffic volumes and their impact upon the intersection of Highway 7/8 at Hamilton Road and Highway 7/8 at Nafziger Road.

Should the Traffic Impact Study identify additional improvements to accommodate Stage 2 of the subdivision, funding arrangements for the design and construction of the Highway 7/8 improvements shall be made to the satisfaction of the Ministry of Transportation and Township of Wilmot in consultation with the Region of Waterloo and Owners prior to final approval of Stage 2.

The Owners shall be responsible only for the portion of works attributable to the traffic generated from the development of their lands and the Township, Region and MTO shall be financially responsible for their respective portions of the intersection improvements attributable to the traffic from all other sources, as documented in the approved Traffic Impact Study.

31. That prior to release of the plan for registration, the subdivider will provide the Township of Wilmot with a detailed description of how each condition of draft approval has been satisfied.

and,

THAT, Zone Change Application 02/19, be approved as follows:

1. To change the zoning of a portion of the subject property from Zone 1 (Agricultural) to Zone 10a (Light Industrial), subject to the following:
 - a) That within Block 2, Stage 2, no parking area, loading facility, or outdoor storage area shall be permitted within the rear yard, between a building and rear property line, or within a side yard;
 - b) To permit and/or amend the following uses on those lands zoned Zone 10a:
 - i) Clinic or laboratory
 - ii) Light fabricating, assembly or manufacturing
 - iii) Offices
 - iv) Trade school
 - v) Veterinary clinic
 - vi) Gym/fitness facility
 - vii) Motor vehicles sales, service and repair
 - viii) Outdoor storage as an accessory use, provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.
 - ix) Retail sale of goods produced or stored on site as an accessory use.
2. To remove the current holding symbols (H)(R)(f) from those lands zoned Zone 10.
3. To delete subsection 22.209 of By-law 83-38, as amended.
4. To permit and/or amend the following uses on those lands Zone 10:
 - a) Offices
 - b) Gym/fitness facility
 - c) Outdoor storage as an accessory use, provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.

Registered Delegation

Mr. Pierre Chauvin, MHBC
Mr. Robert Sampson

11.1.2REPORT NO. DS 2021-005

Wilmot Employment Lands

Draft Plan of Subdivision Application 30T-19602
Zone Change Application 03/19
New Hamburglrs Inc. / MHBC Planning
Part of Lot 19, Concession North of Bleams Road
Nafziger Road, Highway 7/8

RECOMMENDATION

That Council recommend to the Region of Waterloo the following conditions of draft approval for Draft Plan of Proposed Subdivision 30T-19602:

1. That this approval applies to plan of subdivision 30T-19602 by MHBC Planning, dated February 2, 2021, which shows a total of 13 industrial development blocks, 1 emergency access block, 3 drainage channels, 1 walkway block, 5 reserve blocks (0.3m), 2 streets and one piece of retained land to be developed in 2 stages.
2. That the following shall be conveyed to the Township of Wilmot for the purposes stated therein, at no cost and free and clear of all encumbrances:
 - a) Stage 1, Blocks 7, 8 and 9 as overland drainage channels;
 - b) Stage 1, Block 10 as a walkway;
 - c) Stage 1, Block 11, 12, 13, 14 and 15 as 0.3m Reserves; and
 - d) Stage 2, Block 8 as an emergency access block
3. That prior to the registration of Stage 2 the subdivider shall provide or otherwise make arrangements for the connection of Street Two to Street Three in Plan 30T-19601.
4. That prior to registration the subdivider shall enter into a subdivision agreement with the Township which will cover all planning and engineering aspects of the development and identify in detail applicable Township standards and specifications relative to municipal services. The agreement will further address all requirements, financial and otherwise of the Township of Wilmot concerning the provision of roads and the installation of services, facilities and drainage, landscaping, the payment of fees and provision of financial securities and deposits to ensure the proper and orderly completion of the development.
5. That the subdivider shall make satisfactory arrangements with Kitchener-Wilmot Hydro for the provision of permanent electrical services to the plan, prior to registration. The Subdivider further agrees that should permanent installations be impractical at the time, to pay all costs incurred through the provision of temporary electrical services and the removal of such services when permanent installations are possible.

6. That street lighting shall be provided at the owner's expense in accordance with the standards and specifications of the Township of Wilmot, the Region of Waterloo and Kitchener-Wilmot Hydro.
7. That prior to or concurrent with the registration of any Stage the subdivider shall grant any easements required for utility or municipal servicing purposes.
8. That prior to any grading or construction on site and prior to registration of the plan, the owners or their agents submit the following plans and reports to the satisfaction of the Grand River Conservation Authority, the Region of Waterloo and the Township of Wilmot:
 - a) A detailed stormwater management report in accordance with the 2003 Ministry of the Environment Report entitled "Stormwater Management Planning and Design Manual";
 - b) A detailed Lot Grading, Servicing and Storm Drainage Plan;
 - c) An Erosion and Sedimentation Control Plan in accordance with the Grand River Conservation Authority's Guidelines for sediment and erosion control indicating the means whereby erosion will be minimized and sediment maintained on-site throughout all phases of grading and construction; and,
 - d) The approval and issuance of a Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permit from the GRCA prior to the construction in a wetland and/or grading in a regulated area and/or construction of the Stormwater Management outlet in a regulated area.
9. That the subdivider agree to complete and maintain the above works in accordance with the approved plans and reports noted in condition 8.
10. That prior to registration the subdivider shall confirm that a legal outlet for post development stormwater flows has been secured to the satisfaction of the Township.
11. That the subdivider agrees to obtain and comply with all necessary Environmental Compliance Approval (ECA) requirements from the Ministry of Environment, Conservation and Parks (MECP) for stormwater management and Form 1 for Township and Region for watermain works.
12. That, prior to the issuance of any building permits, the owner of any lot or block on which the building is proposed shall pay the applicable development charge in force at the time of building permit issuance.
13. That the subdivider agrees to provide all prospective purchasers with a copy of the grading control plan and a copy of the subdivision agreement.

14. That the subdivider shall submit a landscaping plan prepared by a qualified landscape architect for boulevard tree plantings and Stage 1, Blocks 7, 8, 9 and 10 and Stage 2, Block 8 to be approved by the Township.
15. That the Subdivider shall landscape Stage 1, Blocks 7, 8, 9 and 10 and Stage 2, Block 8 in accordance with the approved plan required in condition 14 above.
16. That all streets shall be constructed by the subdivider in accordance with the specifications and requirements of the Township and as identified within the Subdivision Agreement.
17. That the streets shall be named to the satisfaction of the Township of Wilmot and said names shall be assigned by the Township of Wilmot within the Subdivision Agreement.
18. That the subdivider shall pay, prior to registration, 100% of the cost of regulatory street signs.
19. That should the development of 30T-19602 be able to proceed prior to the development of 30T-19601, the unopened road allowance owned by the Township of Wilmot and linking Street One to Nafziger Road is to be rebuilt to urban industrial standards and that the Township will repay the subdivider for the actual costs of the works to a maximum of 100% of the preliminary estimate (MTE, 2019) which shall be further and specifically defined within the subdivision agreement.
20. That should the development of 30T-19602 be able to proceed prior to the development of 30T-19601, the subdivider shall provide any easement necessary for the purposes of a temporary turning circle to the satisfaction of the Township of Wilmot. The Township shall release the easement concurrent with the registration of 30T-19601.
21. That should the development of 30T-19602 be able to proceed prior to the development of 30T-19601, a separated asphalt boulevard multi-use trail (MUT) with a minimum width of 3.0m shall be constructed along the north side of the unopened road allowance and a concrete sidewalk with a minimum width of 1.5m shall be constructed along the south of the unopened road allowance to Nafziger Road. The Township shall repay the developer for the portions of the MUT and sidewalk within the limits of the unopened road allowance.
22. That the subdivider will provide a master utility locate plan for all services to the specifications and satisfaction of the Township of Wilmot.
23. That all lands abutting Blocks to be conveyed to the ownership of the Township of Wilmot, adjacent lands owned by the Township of Wilmot and the easterly property lines of the development which abuts existing industrial development to the east be fenced or otherwise appropriately delineated to the satisfaction of the Township of Wilmot.

24. That prior to the review of detailed engineering designs and prior to release of the plan for registration, the subdivider shall pay the Township fees to cover Township administration, planning, engineering and legal fees related to the processing, approval and monitoring of this plan in accordance with the fees and charges Bylaw of the Township of Wilmot.
25. That, prior to the final approval of Stage 1, the owner shall complete or secure the completion of the necessary extensions of southbound left turn lanes on Hamilton Road (5m) and Nafziger Road (15m) in accordance with the approved Traffic Impact Study (TIS) to the satisfaction of the Township of Wilmot, the Region of Waterloo and the Ministry of Transportation.
26. That prior to final approval of Stage 2, the owner shall submit to the Ministry of Transportation for their review and approval, a copy of a Traffic Impact Study prepared in accordance with Ministry of Transportation requirements, indicating the anticipated traffic volumes and their impact upon the intersection of Highway 7/8 at Hamilton Road and Highway 7/8 at Nafziger Road.

Should the Traffic Impact Study identify additional improvements to accommodate Stage 2 of the subdivision, funding arrangements for the design and construction of the Highway 7/8 improvements shall be made to the satisfaction of the Ministry of Transportation and Township of Wilmot in consultation with the Region of Waterloo and Owners prior to final approval of Stage 2.

The Owners shall be responsible only for the portion of works attributable to the traffic generated from the development of their lands and the Township, Region and MTO shall be financially responsible for their respective portions of the intersection improvements attributable to the traffic from all other sources, as documented in the approved Traffic Impact Study.

27. That prior to release of the plan for registration, the subdivider will provide the Township of Wilmot with a detailed description of how each condition of draft approval has been satisfied.

THAT, Zone Change Application 03/19, be approved as follows:

1. To remove the current holding symbols (H)(R)(f) from those lands zoned Zone 10.
2. To delete subsection 22.209 of By-law 83-38, as amended.
3. To permit and/or amend the following uses on those lands Zone 10:
 - a) Offices
 - b) Gym/fitness facility
 - c) Outdoor storage as an accessory use, provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.

11.2 FIRE SERVICES**11.2.1 REPORT NO. FR 2021-02****Updated Fire Department Establishing and Regulating By-Law****RECOMMENDATION**

THAT Council approves the Updated Fire Department Establishing and Regulating Bylaw 2021-10 being a "Bylaw to Establish and Regulate a Fire Department".

12. CORRESPONDENCE**13. BY-LAWS**

13.1 By-law No. 2021-08 Zoning By-law Amendment - Employment Lands

13.2 By-law No. 2021-09 Zoning By-law Amendment -Employment Lands

13.3 By-law No. 2021-10 Establish and Regulate a Fire Department

RECOMMENDATION

THAT By-law Nos. 2021-08, 2021-09 and 2021-10 be introduced, read a first, second and third time and finally passed in Open Council

13.4 By-law No. 2020-46 Glen Shantz Drain 2020

RECOMMENDATION

THAT By-law No. 2020-46 be read a 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. 2021-12

RECOMMENDATION

THAT By-law No. 2021-12 to Confirm the Proceedings of Council at its Meeting held on February 22, 2021 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, February 8, 2021

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 J. Molenhuis, Director of Parks, Facilities and Recreation S. Jackson, Director of Development Services H. O'Kafka, Director of Corporate Services / Treasurer P. Kelly, Fire Chief R. Leeson, Director / Curator Castle Kilbride T. Loch, Manager of Information and Legislative Services / Deputy Clerk T. Murray

1. MOTION TO CONVENE INTO CLOSED SESSION (IF NECESSARY)

2. MOTION TO RECONVENE IN OPEN SESSION

3. MOMENT OF SILENCE

4. LAND ACKNOWLEDGEMENT

4.1 Councillor C. Gordijk read the Land Acknowledgement

5. ADDITIONS TO THE AGENDA

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

6.1 Mayor Les Armstrong disclosed a pecuniary conflict with Item 11.3.3

7. MINUTES OF PREVIOUS MEETINGS

7.1 Council Meeting Minutes Monday January 11, 2021

Resolution No. 2021-08

Moved by: Councillor J. Pfenning Seconded by: Councillor B. Fisher

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

Council Meeting January 11, 2021.

CARRIED.

The Director of Information and Legislative Services advised that staff can look at the possibility of adding page numbers to the Council Agenda identifying the page number each report starts on.

8. PUBLIC MEETINGS**8.1 REPORT NO. DS 2021-002**

Zone Change Application ZCA-01/21

LAV Developments Inc.

Part 1, Plan 58R-19065

53-75 Brubacher Street, Baden

Resolution No. 2021-09

Moved by: Councillor C. Gordijk Seconded by: Councillor J. Pfenning

THAT Report DS 2021-002 be received for information.

CARRIED.

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

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

The Manager of Planning / EDO outlined the report.

Mayor L. Armstrong asked if there were any technical questions from Council.

The Manager of Planning / EDO explained that the setback on the drawing is the minimum setback as required by CN Rail and noted that final review and comments from the Region of Waterloo have not yet been received.

The Manager of Planning / EDO confirmed that the lands being donated are to provide proper access and visitor parking. He noted that with respect to stormwater management facilities, they are recognized through the site plan review.

Mayor L. Armstrong asked Ms. Caitlin Port to address Council on behalf of the applicant.

Ms. Caitlin Port, MHBC Planning provided an overview presentation of the development. Mr. Louis Veenstra and Ms. Rebecca Huffman, LAV Developments Inc. were also in attendance for the presentation.

Mayor L. Armstrong asked twice if any delegations present wished to address Council on this matter.

In the absence of any further delegations, Mayor L. Armstrong declared the Council Meeting closed.

8.2 REPORT NO. DS 2021-003

Zone Change Application ZCA-02/21

Jon Lambert

Lot 39 and Part of Lots 40 and 41, Plan 627

49 Foundry Street, Baden

Resolution No. 2021-10

Moved by: Councillor B. Fisher

Seconded by: Councillor A. Hallman

THAT Council approve Zone Change Application 02/21 made by Jon Lambert Lot 39 and Part of Lots 40 and 41, Plan 627 to change the zoning of the subject property from Zone 3 (Residential) to Zone 5 (Commercial) and to allow for required off-street parking to be provided within the front yard.

CARRIED.

Mayor L. Armstrong declared the public meeting open and stated that Council would hear all interested parties who wished to speak. He indicated that if the decision of Council is appealed to the Local Planning Appeal Tribunal, the Tribunal has the power

to dismiss an appeal if individuals do not speak at the public meeting or make written submissions before the by-law is passed.

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

The Manager of Planning / EDO outlined the report.

Mayor L. Armstrong asked if there were any technical questions from Council. There were none.

Mayor L. Armstrong advised that the applicant was available to answer any from Council or the public.

Mayor L. Armstrong asked twice if any delegation present wished to address Council on this matter.

In the absence of any delegations, Mayor L. Armstrong declared the Council Meeting closed.

9. PRESENTATIONS/DELEGATIONS

9.1 Aubs & Mugg Inc.

Matt Aubie

Branding Presentation

Mr. Matt Aubie, Aubs & Mugg Inc., provided an overview of the recommended Corporate Identity.

The Director of Information and Legislative Services / Municipal Clerk clarified that the use of departmental marks will be outlined in the next steps through the style guidelines.

The Director of Corporate Services / Treasurer confirmed that there is funding allocated in the Capital Program for the implementation of the brand, noting that it would be a phased in approach. The Director of Information and Legislative Services / Municipal Clerk confirmed such, noting that initial rebranding will include replacing existing signage and documents.

9.1.1 REPORT NO. ILS 2021-02

**Branding Review
Final Direction Recommendation**

Resolution No. 2021-11

Moved by: Councillor C. Gordijk Seconded by: Councillor J. Pfenning

THAT the recommendations and Corporate Identity presented by Aubs & Mugg Inc. and endorsed by the Senior Management Team, for Direction 2 be approved; and,

THAT the Information and Legislative Services Department be directed to implement the branding strategy.

CARRIED.

The Director of Information and Legislative Services / Municipal Clerk outlined the report.

**9.2 REPORT NO. COR 2021-009
2021 Municipal Budget Package**

Resolution No. 2021-12

Moved by: Councillor A. Hallman Seconded by: Councillor C. Gordijk

That the 2021 Municipal Budget dated February 1, 2021, as recommended by the ad hoc Budget Advisory Committee, be approved; and further

That the Director of Corporate Services / Treasurer be authorized to prepare the necessary levying by-law to raise \$9,087,350 for Township purposes from general taxation.

CARRIED.

The Director of Corporate Services / Treasurer outlined the report.

The Director of Corporate Services / Treasurer confirmed that the approach taken for the budget relied on inflation, community level expectations to ensure adequate funding.

10. CONSENT AGENDA

10.1 REPORT NO. FD 2021-01

Fourth Quarter Activity Report

10.2 REPORT NO. FRS 2021-001

Parks, Facilities & Recreation Services Fourth Quarter Activity Reports

10.3 REPORT NO. PW 2021-01

**4th Quarter 2020 Operations Activity Report
October – December 2020**

10.4 REPORT NO. CK 2021-001

Quarterly Report

10.5 REPORT NO. PW 2021-02

2020 Annual and Summary Water Distribution Report

10.6 REPORT NO. DS 2021-01

2020 Building Code Act Enforcement Cost Summary

10.7 REPORT NO. ILS 2021-05

**Receipt of Petition for Drainage Works North Part of Lot 31,
Concession 3, Block A Township of Wilmot**

Resolution No. 2021-13

Moved by: Councillor J. Pfenning

Seconded by: Councillor B. Fisher

THAT Report Nos. PW 2021-01, CK 2021-001, PW2021-02, DS 2021-01 AND ILS 2021-05 be approved.

CARRIED. AS AMENDED.

The following reports were removed from the Consent Agenda and discussed separately.

10.1 REPORT NO. FD 2021-01

Fourth Quarter Activity Report

Resolution No. 2021-14

Moved by: Councillor C. Gordijk

Seconded by: Councillor J. Pfenning

THAT the Fire Department Activity Report for the fourth quarter of 2020 be received for information purposes.

CARRIED.

The Fire Chief clarified that the number for 2020 recruitment was as anticipated; however, an additional recruit was added bringing the total to 9 recruits for the year and a total of 87 Volunteer Fire Fighters. He noted that the recruitment was successful and is on track to have a compliment of 90 Volunteer Fire Fighters by 2022.

10.2 REPORT NO. FRS 2021-001

Parks, Facilities & Recreation Services Fourth Quarter Activity Reports

Resolution No. 2021-15

Moved by: Councillor A. Hallman

Seconded by: Councillor J. Pfenning

THAT the Parks, Facilities & Recreation Services Activity Reports for the fourth quarter of 2020 be received for information.

CARRIED.

The Director of Parks, Facilities & Recreation Services advised that the position of the Parks, Facilities Operator position has not been filled and it will be posted in the spring.

11. REPORTS

11.1 PUBLIC WORKS AND ENGINEERING

11.1.1 REPORT NO. PW 2021-03**Wilmot Street Reconstruction and Gingerich Road Watermain Connection Improvements – Award of Contract****Resolution No. 2021-16**

Moved by: Councillor C. Gordijk Seconded by: Councillor J. Pfenning

THAT RFT 2020-24 be awarded to BEECH Infrastructure Group Ltd. for the reconstruction of Wilmot Street in New Hamburg and Gingerich Road Watermain Connection Improvements in Baden, as per their contract tender bid submitted on January 14, 2021, in the amount of \$1,957,305.10 plus HST.

CARRIED.

The Director of Public Works and Engineering outlined the report.

The Director of Public Works and Engineering confirmed that signage advising that area businesses are open during construction will be included in the project, he acknowledged the impacts construction projects have and they ensure they mitigate those impacts when possible.

11.2 PARKS, FACILITIES AND RECREATION SERVICES**11.2.1 REPORT NO. PFRS 2021-002****Wilmot Horticultural Society Agreement****Resolution No. 2021-17**

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

THAT the five (5) year agreement between the Township of Wilmot and the Wilmot Horticultural Society be endorsed.

CARRIED.

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

11.3 INFORMATION AND LEGISLATIVE SERVICES

11.3.1 REPORT NO. ILS 2021-04**2021-2024 Multi-Year Accessibility Plan****Resolution No. 2021-18****Moved by: Councillor B. Fisher****Seconded by: Councillor J. Pfenning**

THAT the 2021-2024 Multi-Year Accessibility Plan be endorsed.

CARRIED.

The Manager of Information and Legislative Services / Deputy Clerk outlined the report.

The Director of Information and Legislative Services / Municipal Clerk confirmed that the use of Camel Case in social media will be included in the document; however, noted that the use of such will be done when possible.

The Director Information and Legislative Services / Municipal Clerk noted that there are certain areas that a service animal would not be permitted but that staff can address the concerns raised by Council by removing the word “allows” from the document in relation to service animals and replaced it with “can”. The Director / Curator of Castle Kilbride confirmed that service animals are permitted in Castle Kilbride. The Director of Parks, Facilities and Recreation confirmed that there are restrictions for service animals; however, there are provisions in place to accommodate when possible.

11.3.2 REORT NO. ILS 2021-06**Canadian Coalition of Inclusive Municipalities****Resolution No. 2021-19****Moved by: Councillor C. Gordijk****Seconded by: Councillor J. Pfenning**

THAT staff continue to work with the Canadian Commission for the United Nations Educational, Scientific and Cultural Organization (UNESCO) to consider and prepare an application to join the Coalition of Inclusive Municipalities.

CARRIED.

The Director of Information and Legislative Services / Municipal Clerk outlined the report and advised that staff will continue to provide updates on the process as they become available.

Mayor L. Armstrong stepped down from his role as the meeting Chair. Councillor C. Gordijk, Acting Mayor for February 2021 in accordance with By-law 2018-55, assumed the role of meeting Chair for Agenda Item 11.3.3.

11.3.3 REPORT NO. ILS 2021-07

Integrity Commissioner's Report

Resolution No. 2021-20

Moved by: Councillor B. Fisher

Seconded by: Councillor J. Pfenning

THAT the report prepared by the Integrity Commissioner be received and that Council pass a subsequent Resolution regarding the recommendations contained within the report.

CARRIED.

The Director of Information and Legislative Services / Municipal Clerk outlined the report.

Ms. Nancy Birss appeared as a delegation. Her prepared statement is attached as Appendix A.

Mr. David Atkinson appeared as a delegation. He expressed his opinion on the Integrity Commissioner's report and the Code of Conduct. Mr. Atkinson noted that he did not feel that there was a violation of the Code of Conduct. He requested that Council reject the report.

Mr. Glen Mathers appeared as a delegation. He expressed his opinion on the report and asked that Council reflect on the proceedings of previous Council meetings in relation to this subject.

Dr. Robert Williams, Integrity Commissioner, clarified that the requests were not submitted by any persons connected to members of Council. He noted that the petitioners are confidential, not anonymous.

Dr. Robert Williams noted that his role is not to look for a problem rather to respond to requests for investigation, he noted that the Code of Conduct is clear that once Council has made a decision, members of Council are expected to respect that decision.

Dr. Robert Williams clarified that the Municipal Act speaks to establishing a Code of Conduct and there are best practices and that the Wilmot Code of Conduct includes standard procedures for Codes of Conduct. He noted that the confidentiality of the petitioners protects individuals from any reprisal as well, clarified that legislation requires the Integrity Commissioner reports to Council anytime an investigation occurs.

In response to questions asked, Mayor L. Armstrong clarified that he has never considered Wilmot residents as outsiders if they are on the opposite side of a decision, rather his use of the term outsider refers to people who are not residents of the Township.

Mayor L. Armstrong declared a pecuniary conflict on interest with regards to this matter. He responded to a direct question asked but did not take part in the discussion of the Integrity Commissioner's recommendations or subsequent voting thereof.

Council discussed the report, expressing their concerns regarding the Integrity Commissioner recommendation. It was noted that the offended parties are the members of Council and agreed that the Code of Conduct was not followed. Council noted the importance of respecting the recommendations of the Integrity Commissioner and that there is an option of up to 30 days docking of pay; however, a one (1) day pay docking would be more appropriate.

Resolution No. 2021-21

Moved by: Councillor J. Gerber

Seconded by: Councillor B. Fisher

THAT the remuneration paid to the Mayor in respect of his services as a member of Wilmot Township Council be suspended for a period of 1 day.

CARRIED.

12. CORRESPONDENCE

12.1 Open Letter to Council from Mr. N. Gordijk

Resolution No. 2021-22

Moved by: Councillor B. Fisher

Seconded by: Councillor J. Pfenning

THAT Correspondence Item 12.1 be received for information.

CARRIED.

13. BY-LAWS

13.1 By-law No. 2021-05

Wilmot Horticulture Society Agreement

13.2 By-law No. 2021-06

Zone Change Application 02/21

Resolution No. 2021-23

Moved by: Councillor C. Gordijk

Seconded by: Councillor J. Pfenning

THAT By-law Nos. 2021-05 and 2021-06 be introduced, read a first, second and third time and finally passed in Open Council.

CARRIED.

13.3 By-law No. 2020-32

Nachurs-Alpine Drain

Resolution No. 2021-24

Moved by: Councillor C. Gordijk

Seconded by: Councillor B. Fisher

THAT By-law No. 2020-32 be read a third time and finally passed in Open Council.

CARRIED.

14. NOTICE OF MOTIONS

15. ANNOUNCEMENTS

15.1 Councillor J. Gerber acknowledged Black History Month and noted that he is looking forward to future acknowledgements that include input from our IBPOC communities

15.2 Councillor B. Fisher noted that Heritage Week starts February 15th and ends February 21st. He noted that this year's celebrations will include daily posts

highlighting facts about the community on Castle Kilbride's Facebook page and at heritagewilmot.ca

- 15.3** Councillor J. Pfenning also acknowledged Heritage Week and noted she is looking forward to enjoying the celebrations.
- 15.4** Councillor J. Pfenning acknowledged the importance of Black History Month and the 53 year history of Jamaican migrant workers.
- 15.5** Councillor J. Pfenning thanked the staff at Tri-County Mennonite Homes for their hard work and dedication the staff provide to residents.
- 15.6** Councillor A. Hallman also acknowledged Black History Month and encouraged everyone to participate.
- 15.7** Councillor A. Hallman expressed condolences on the loss of local Radio personal Jennifer Campbell and that local New Dundee business, Rustic Candles has made a candle in her honour with proceeds to local organizations.

16. BUSINESS ARISING FROM CLOSED SESSION

17. CONFIRMATORY BY-LAW

17.1 By-law No. 2021-07

Resolution No. 2021-25

Moved by: Councillor J. Pfenning Seconded by: Councillor C. Gordijk

THAT By-law No. 2021-07 to Confirm the Proceedings of Council at its Meeting held on February 8, 2021 be introduced, read a first, second, and third time and finally passed in Open Council.

CARRIED.

18. ADJOURNMENT (10:17 PM)

Resolution No. 2021-26

Moved by: Councillor J. Gerber Seconded by: Councillor C. Gordijk

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

CARRIED.

Attention: **Wilmot Township Council**

February 7, 2021

FROM: Nancy Birss 422 Main St. P.O. Box 51, New Dundee ON N0B 2E0

TO: Councillors Fisher, Gerber, Gordijk, Hallman and Pfenning

CC: Mayor Les Armstrong, Dawn Mittelholtz, Township Clerk, Tracy Murray, Deputy Clerk

RE: **Report #2 of the Integrity Commissioner, February 1, 2021**

Request: That this letter be included as part of the public record with the agenda and minutes of the **February 8, 2021 Wilmot Council meeting**

I have read through Robert Williams' Integrity Commissioner Report dated Feb 1, 2021 which recommends a month long pay cut for Mayor Les Armstrong in regards to "Media Comments" made following the removal of the SJAM statue. This whole thing gave me a pit in my stomach and I feel that no one will ever want to run for Council or any public office ever again!

This second set (2 people) of 'complaints' to the Integrity Commissioner is a continuation of a witch-hunt by individuals who are out for blood. It is disgusting that this issue is allowed to take up more media space and Council time. According to the Integrity Commissioner both complainants disagree with what they *perceive* to be the Mayor's lack of respect for the decision-making process of Council and *his misrepresentation of the perspectives* of those who sought to have it removed. The reporter's quote "re the mayor's disdain" is also a perception. Are we to persecute the mayor because of perceptions and perspectives? I think not. The mayor was being honest when asked his opinion on the matter by the reporter...and did the reporter actually get it right?

Mayor Armstrong's media comments were about him trying to represent MY views and (*what I believe*) are those of the MAJORITY of Wilmot constituents in regards to the statue vandalism and Council's decision to remove. A Code of Ethics should not stand in the way of an elected official being able to state his or her opinion to their electorate. They owe it to their constituents to stand up for them even if it means disagreeing with fellow councilors. Did any of the ward councilors formally canvas their constituents in regards to the matters related to the Prime Ministers Path and the removal of SJAM? Even though my ward councilor sends various township notices to her email list which I am on, I nor anyone I know was ever asked our opinion on the matter, but thank goodness the mayor was able to represent my view.

I find it totally repulsive that this continued humiliation of our mayor is allowed to endure. He apologized twice publically for the video he had posted and in those apologies he relayed his sorrow for 'hurting' individuals in the community and his commitment to ongoing self-education of racism and his avowed dedication to an open and inclusive Wilmot. Let him get on with the work for which he was duly elected for the rest of his term as mayor.

The two 'anonymous' complainants should be ashamed for wasting so much of everyone's time. STOP! LET IT GO! GET PAST IT! MOVE ON!

I RECOMMEND THAT THE REPORT OF THE INTEGRITY COMMISSIONER OF FEBRUARY 1, 2021 and ESPECIALLY THE RECOMMENDATION OF PAYCUT, **NOT BE ACCEPTED.** Any councilor who votes in favour of this report will not receive my vote in subsequent elections.

Respectfully submitted
Nancy Birss, New Dundee



TOWNSHIP OF WILMOT

CORPORATE SERVICES *Staff Report*

REPORT NO: COR 2021-010

TO: Council

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

PREPARED BY: Ashton Romany, CPA Manager of Finance / Deputy Treasurer

REVIEWED BY: Grant Whittington, Chief Administrative Officer

DATE: February 22, 2021

SUBJECT: Treasurer's Statement – Cash-in-Lieu of Parkland Reserve Fund

RECOMMENDATION:

That the Cash-in-Lieu of Parkland Statement for the year ended December 31, 2020, be received for information purposes, to comply to the Smart Growth for Our Communities Act (Bill 73).

SUMMARY:

This report outlines the Cash-in-Lieu of Parkland Statement for the year ended December 31, 2020.

BACKGROUND:

Under section 42 of the Planning Act, a municipality may require, as a condition of development, that land be conveyed to the municipality for park or other public recreational purposes. Alternatively, the council may require a payment in lieu, to the value of the land otherwise required to be conveyed.

The Township has been collecting cash-in-lieu of parkland funds for many years and has been maintaining a dedicated reserve fund to record and track the use of those funds.

In accordance with Bill 73, the Smart Growth for Our Communities Act, 2015, this statement, similar to the existing reporting requirements under the Development Charges Act (DCA), occurs in the first quarter of each fiscal year, with copies posted to the Township website, and submitted to the Ministry.

REPORT:

Cash-in-Lieu of Parkland was collected during the year from developers at the issuance of plan of subdivision. Attached is a summary of the collections received for the year ended December 31, 2020.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is aligned with the Strategic Plan goal of Responsible Governance, through the strategies of fiscal responsibility and infrastructure investments. Staff will provide Council and the community with an update on the status of Cash-in-lieu of Parkland Reserve Funds in accordance with the Planning Act.

FINANCIAL CONSIDERATIONS:

As noted within Section 42 of the Planning Act, funds collected as “cash-in-lieu” are limited in their usage to the acquisition of land to be used for park or other recreational purposes, including the erection, improvement or repair of buildings and the acquisition of machinery. Staff recognize the Park Levy Reserve Fund as one of the sources for capital funding as part of the Asset Management Planning and 10-Year Capital Forecasts.

ATTACHMENTS:

Appendix A – 2020 Cash-in-Lieu Reserve Fund Statement

THE CORPORATION OF THE TOWNSHIP OF WILMOT

**CASH-IN-LIEU OF PARKLAND RESERVE FUND
TREASURER'S STATEMENT
FOR THE YEAR ENDED DECEMBER 31, 2020**

Opening Balance - January 1, 2020		\$1,512,081
Cash-in-Lieu of Parkland Collections in 2020 (Schedule A)	\$17,500	
2020 Interest Earnings	14,525	32,025
Total Funds Available		32,025
Less: Funds allocated to Capital in 2019 (Schedule B)		-
Closing Balance - December 31, 2020		\$1,544,106

"Schedule A"

Cash-in-Lieu of Parkland Collections

Michael Roth (Wilmot St)	\$7,500
Trinchini Holdings (Hamilton Rd)	10,000
Total Cash-in-Lieu of Parkland Collections	\$17,500

"Schedule B"

Transfer to /(Return from) Capital Fund

Total (Net) Transfer to Capital Projects	-
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TOWNSHIP OF WILMOT

CORPORATE SERVICES *Staff Report*

REPORT NO: COR 2021-011

TO: Council

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

PREPARED BY: Ashton Romany, CPA Manager of Finance / Deputy Treasurer

REVIEWED BY: Grant Whittington, Chief Administrative Officer

DATE: February 22, 2021

SUBJECT: Treasurer's Statement – Development Charges Reserve Funds

RECOMMENDATION:

That the Development Charges Statement for the year ended December 31, 2020, prepared by the Manager of Finance / Deputy Treasurer, be received for information purposes.

SUMMARY:

This report outlines the Development Charges Statement for the year ended December 31, 2020.

BACKGROUND:

In accordance with By-law 2019-42, the Treasurer is required to furnish Council with an annual statement, in respect to the Development Charge Reserve Funds. Section 43 (3) of the Development Charges Act, 1997, requires the Treasurer to give a copy of this statement to the Ministry of Municipal Affairs and Housing (MMAH) within 60 days of reporting to Council.

REPORT:

Development Charges were collected during the year from developers at the issuance of building permits. Expenses were disbursed to growth related capital projects based on the Development

Charges Study. Attached is a summary of the development charge collections and disbursement for the year ended December 31, 2020.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is aligned with the Strategic Plan goal of Responsible Governance, through the strategies of fiscal responsibility and infrastructure investments. Staff provide Council and the community with an update on the status of Development Charge Reserve Funds in accordance with the Development Charges Act.

FINANCIAL CONSIDERATIONS:

Funding towards growth based capital projects from Development Charges was included within the approved 2020 capital budget. Upon completion of capital projects, any unused funds from these projects were returned to their respective Development Charges Reserve Funds. As noted in prior reports, the total balance of DCs currently sits in deficit due to the funding of the Employment Lands project. It is anticipated that future year DC collections will allow for growth to return to a surplus.

ATTACHMENTS:

Appendix A – 2020 Development Charges Statement

THE CORPORATION OF THE TOWNSHIP OF WILMOT

**DEVELOPMENT CHARGES STATEMENT
JANUARY 1, 2020 TO DECEMBER 31, 2020**

	REVENUE			EXPENDITURES	
Description	Balance January 1 2020	Contributions Received Development Charges	Interest	Transfer to (Return from) Capital Fund Schedule (A)	Balance December 31 2020
Infrastructure					
Sanitary Sewers	(\$221,449)	\$77,631	(\$1,751)	\$ -	(\$145,568)
Water	(481,688)	15,566	(4,528)	-	(\$470,650)
Roads	(1,650,753)	65,908	(15,705)	44,869	(1,645,419)
Development Charges Studies	(17,111)	15,252	(1,023)	209,482	(212,365)
Parks and Recreation	275,606	139,591	586	457,494	(\$41,711)
Fire Services	14,999	10,938	(55)	42,408	(\$16,527)
Total	(\$2,080,396)	\$324,886	(\$22,476)	\$754,254	(\$2,532,239)

**"Schedule A"
Transfer to / (Return from) Capital Fund**

Infrastructure - Roads

Strip/Stall/Template Painter Unit & Trailer	21,948
Bridge Street Bridge \$34/B-T9 Assessment	22,921
	<u>\$ 44,869</u>

Development Charges Studies

Community Benefit Charge Study	15,000
Strategic Plan Update	- 836
Fire Master Plan Update	- 7,599
Asset Management Roadmap (Phase II)	42,000
Stormwater Infrastructure Master Plan	140,000
Ice Needs Study - Update	9,652
Zoning By-Law Consolidation	11,264
	<u>\$ 209,482</u>

Parks and Recreation

Artificial Turf Sports Field	425,000
Parks Service Vehicle	32,494
	<u>\$ 457,494</u>

Fire Services

Fire Prevention Vehicle	60,000
Station 3 Renovation	- 17,592
	<u>\$ 42,408</u>

Total transfer to capital projects \$ 754,254



TOWNSHIP OF WILMOT

CORPORATE SERVICES *Staff Report*

REPORT NO: COR 2021-012

TO: Council

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

PREPARED BY: Ashton Romany, CPA, Manager of Finance / Deputy Treasurer

REVIEWED BY: Grant Whittington, Chief Administrative Officer

DATE: February 22, 2021

SUBJECT: Honorariums and Expenditures of Council and Committee Members for the Year Ended December 31, 2020

RECOMMENDATION:

THAT report COR 2021-012, prepared by the Director of Finance / Treasurer, outlining honorariums and expenditures of Council and Committee Members for the 2020 fiscal year, be adopted.

SUMMARY:

This report outlines the Honorariums and Expenditures of Council and Committee Members for the Year Ended December 31, 2020.

BACKGROUND:

In accordance with Section 284 of the Municipal Act, the Treasurer is required to submit to Council, by March 31st of the following year, an itemized statement of remuneration and expenses paid to each member of Council, and to each person appointed to local boards, for the preceding year.

This statement shall identify the by-law under which the remuneration or expenses were authorized to be paid. [2001 c. 25 s 284(2)].

REPORT:

The attached statement summarizes remuneration and expenses for Members of Council and Council Appointees for the year ended December 31, 2020. By-law number 2000-42 authorized remuneration paid to Members of Council of the Township of Wilmot.

In addition to Members of Council, honorariums are provided for committee members, based upon the number of meetings required per year.

Mileage allocations are based upon mileage claimed by Members of Council and committees are reimbursed based on the Township's standard mileage rate.

Upon approval, the attached statement will be submitted to the Ministry of Municipal Affairs and Housing in accordance with Section 284 of the Municipal Act. Furthermore, the statement will be posted on the Township's official website.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is aligned with the Strategic Plan goal of Responsible Governance, through the strategies of fiscal responsibility. The provision of this information to Council and the community is done in accordance with the Municipal Act, as well as the Township's Accountability and Transparency Policy.

FINANCIAL CONSIDERATIONS:

Honorariums and expenditures of Council Members and Council Appointees were included within the approved 2020 budget. These expenses shown within the attached statement were included under the ad hoc Budget Advisory Committee Report FIN 2021-001, which summarized 2020 Municipal Operations.

ATTACHMENTS:

Appendix A – Treasurer's Statement – Remuneration and Expenses

The Corporation of the Township of Wilmot
Treasurer's Statement - Remuneration and Expenses
Paid to Members of Council and Committees

For the Year Ended December 31, 2020

Members of Council	Salary	Benefits (CPP/EHT)	Conference and Training	Mileage Parking	Other (Mobile Phones, etc.)	Total
Mayor Les Armstrong	\$ 32,000	\$ 624	\$ -	\$ 386	\$ -	\$ 33,010
Councilor Angie Hallman	16,706	1,019	764		611	19,100
Councilor Cheryl Gordijk	16,706	1,019	764		611	19,100
Councilor Barry Fisher	16,706	1,019	-		616	18,341
Councilor Jeff Gerber	16,706	1,019	-		734	18,459
Councilor Jennifer Pfenning	16,706	1,019	764		613	19,102
Totals	\$ 115,530	\$ 5,719	\$ 2,291	\$ 386	\$ 3,185	\$ 127,112

Committee of Adjustment	Honorarium	Mileage	Total
Peter Roe	\$ 250	\$ -	\$ 250
Wayne Roth	300		300
Steve Miller	300		300
Louise Lalonde	200		200
Tyler Bowman	250		250
Totals	\$ 1,300	\$ -	\$ 1,300

Dangerous Dogs Committee	Honorarium	Mileage	Total
Blain Bechthold	\$ 50	\$ 6	\$ 56
Dennis Mighton	\$ 50	\$ 15	\$ 65
Natalie Mechalko	\$ 50		\$ 50
Totals	\$ 150	\$ 21	\$ 171



TOWNSHIP OF WILMOT

DEVELOPMENT SERVICES *Staff Report*

REPORT NO: DS 2021-004

TO: COUNCIL

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

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

Andrew Martin, MCIP RPP
Manager of Planning/EDO

REVIEWED BY: Grant Whittington, CAO

DATE: February 22, 2021

SUBJECT: Wilmot Employment Lands
Draft Plan of Subdivision Application 30T-19601
Zone Change Application 02/19
Badenvue Developments Inc. / MHBC Planning
Part of Lot 20, Concession North of Bleams Road
Hamilton Road, Nafziger Road, Highway 7/8

RECOMMENDATION:

THAT Council recommend to the Region of Waterloo the following conditions of draft approval for Draft Plan of Proposed Subdivision 30T-19601:

1. That this approval applies to plan of subdivision 30T-19601 by MHBC Planning, dated January 25, 2021 which shows a total of 6 industrial development blocks, 2 stormwater management blocks, 4 drainage channels, 5 reserve blocks (0.3m) and 3 streets proposed to be developed in 2 stages.
2. That the following shall be conveyed to the Township of Wilmot for the purposes stated therein, at no cost and free and clear of all encumbrances:
 - a) Stage 1, Blocks 5 and 6 as a stormwater management facility;

- b) Stage 1, Blocks 7, 8, 9 and 10 as overland drainage and servicing channels; and,
 - c) Stage 1, Blocks 11, 12, 13, 14 and 15 for 0.3m reserves
3. That prior to the registration of Stage 1 the subdivider shall provide an easement for the purposes of a temporary turning circle at the terminus of Street Two to the satisfaction of the Township of Wilmot. The Township shall release the easement concurrent with the registration of Stage 2.
 4. That the subdivider shall enter into a subdivision agreement with the Township which will cover all planning and engineering aspects of the development and identify in detail applicable Township standards and specifications relative to municipal services. The agreement will further address all requirements, financial and otherwise of the Township of Wilmot concerning the provision of roads and the installation of services, facilities and drainage, landscaping, the payment of fees and provision of financial securities and deposits to ensure the proper and orderly completion of the development.
 5. That the subdivider shall make satisfactory arrangements with Kitchener-Wilmot Hydro for the provision of permanent electrical services to the plan, prior to registration. The Subdivider further agrees that should permanent installations be impractical at the time, to pay all costs incurred through the provision of temporary electrical services and the removal of such services when permanent installations are possible.
 6. That street lighting shall be provided at the owner's expense in accordance with the standards and specifications of the Township of Wilmot, the Region of Waterloo and Kitchener-Wilmot Hydro.
 7. That prior to or concurrent with the registration of any Stage the subdivider shall grant any easements required for utility or municipal servicing purposes.
 8. That prior to any grading or construction on site and prior to registration of the plan, the owners or their agents submit the following plans and reports to the satisfaction of the Grand River Conservation Authority, the Region of Waterloo and the Township of Wilmot:
 - a) A detailed stormwater management report in accordance with the 2003 Ministry of the Environment Report entitled "Stormwater Management Planning and Design Manual";
 - b) A detailed Lot Grading, Servicing and Storm Drainage Plan;
 - c) An Erosion and Sedimentation Control Plan in accordance with the Grand River Conservation Authority's Guidelines for sediment and erosion control indicating the means whereby erosion will be minimized and sediment maintained on-site throughout all phases of grading and construction; and,
 - d) The approval and issuance of a Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permit from the GRCA prior to the construction in a wetland and/or grading in a regulated area and/or construction of the Stormwater Management outlet in a regulated area.

9. That the subdivider agree to complete and maintain the above works in accordance with the approved plans and reports noted in condition 8.
10. That prior to registration the subdivider shall confirm that a legal outlet for post-development stormwater flows has been secured to the satisfaction of the Township.
11. That the subdivider agrees to obtain and comply with all necessary Environmental Compliance Approval (ECA) requirements from the Ministry of Environment, Conservation and Parks (MECP) for stormwater management and Form 1 for Township and Region for watermain works.
12. That, prior to the issuance of any building permits, the owner of any lot or block on which the building is proposed shall pay the applicable development charge in force at the time of building permit issuance.
13. That the subdivider agrees to provide all prospective purchasers with a copy of the grading control plan and a copy of the subdivision agreement.
14. That the subdivider shall submit a landscaping plan prepared by a qualified landscape architect for boulevard tree plantings, the noise attenuation berm and Blocks 5, 6, 7, 8, 9 and 10 to be approved by the Township.
15. That the Subdivider shall landscape the noise attenuation berm and Blocks 5, 6, 7, 8, 9 and 10 in accordance with the approved plan required in condition 14 above.
16. That all streets shall be constructed by the subdivider in accordance with the specifications and requirements of the Township and as identified within the Subdivision Agreement.
17. That the streets shall be named to the satisfaction of the Township of Wilmot and said names shall be assigned by the Township of Wilmot within the Subdivision Agreement.
18. That the subdivider shall pay, prior to registration, 100% of the cost of regulatory street signs.
19. That the road allowances linking Street One to Hamilton Road and Nafziger Road are to be rebuilt to urban industrial standards and that the Township will repay the subdivider for the actual costs of the works to a maximum of 100% of the preliminary estimate (MTE, 2019) which shall be further and specifically defined within the subdivision agreement.
20. That a separated asphalt boulevard multi-use trail (MUT) with a minimum width of 3.0m shall be constructed along the north/east side of Street One and a concrete sidewalk with a minimum width of 1.5m shall be constructed along the south/west side of Street One from Hamilton Road to Nafziger Road. The Township shall repay the developer for the portions of the MUT and sidewalk within the limits of the unopened road allowances linking Street

One to Hamilton Road and Nafziger Road. The developer shall be responsible for the costs within the limits of Street One.

21. That sidewalks on all other streets shall be constructed to the standard, in the location and of the width specified by the Township of Wilmot.
22. That the subdivider will provide a master utility locate plan for all services to the specifications and satisfaction of the Township of Wilmot.
23. That all lands abutting Blocks to be conveyed to the ownership of the Township of Wilmot, adjacent lands owned by the Township of Wilmot and the westerly property line of the development which abuts residential development shall be fenced or otherwise appropriately delineated to the satisfaction of the Township of Wilmot.
24. That prior to the review of detailed engineering designs and prior to release of the plan for registration, the subdivider shall pay the Township fees to cover Township administration, planning, engineering and legal fees related to the processing, approval and monitoring of this plan in accordance with the fees and charges Bylaw of the Township of Wilmot.
25. That, prior to the issuance of any building permits in Stage 1, a 2.5m landscaped earthen berm shall be installed along the western edge of Block 2, Stage 2 in accordance with recommendations contained in the Badenview Industrial Subdivision Air Quality & Noise Compatibility Study (Novus Environmental Inc, December 19, 2018).
26. That, prior the construction of the earthen berm required by condition 24 above, detailed design drawings, including grading and landscaping plans, shall be prepared for the berm to the satisfaction of the Township of Wilmot.
27. That, the subdivider convey an easement to the Township of Wilmot over the lands containing the earthen berm required by condition 25 above, to ensure the berm is retained and landscaping maintained for the lifetime of the development.
28. That, the subdivider enter into an agreement with the Township of Wilmot that, prior to the issuance of a building permit on Block 1 or 2, Stage 2, or future parts thereof, the owner shall have a noise assessment prepared by a qualified professional engineer, to determine if individual lot mitigation measures are required and that said assessment be prepared and reviewed to the satisfaction of the Township of Wilmot and the Region of Waterloo.
29. That, prior to the final approval of Stage 1, the owner shall complete or secure the completion of the necessary extensions of southbound left turn lanes on Hamilton Road (5m) and Nafziger Road (15m) in accordance with the approved Traffic Impact Study (TIS) to the satisfaction of the Township of Wilmot, the Region of Waterloo and the Ministry of Transportation.

30. That prior to final approval of Stage 2, the owner shall submit to the Ministry of Transportation for their review and approval, a copy of a Traffic Impact Study prepared in accordance with Ministry of Transportation requirements, indicating the anticipated traffic volumes and their impact upon the intersection of Highway 7/8 at Hamilton Road and Highway 7/8 at Nafziger Road.

Should the Traffic Impact Study identify additional improvements to accommodate Stage 2 of the subdivision, funding arrangements for the design and construction of the Highway 7/8 improvements shall be made to the satisfaction of the Ministry of Transportation and Township of Wilmot in consultation with the Region of Waterloo and Owners prior to final approval of Stage 2.

The Owners shall be responsible only for the portion of works attributable to the traffic generated from the development of their lands and the Township, Region and MTO shall be financially responsible for their respective portions of the intersection improvements attributable to the traffic from all other sources, as documented in the approved Traffic Impact Study.

31. That prior to release of the plan for registration, the subdivider will provide the Township of Wilmot with a detailed description of how each condition of draft approval has been satisfied.

and,

THAT, Zone Change Application 02/19, be approved as follows:

1. To change the zoning of a portion of the subject property from Zone 1 (Agricultural) to Zone 10a (Light Industrial), subject to the following:
 - a) That within Block 2, Stage 2, no parking area, loading facility, or outdoor storage area shall be permitted within the rear yard, between a building and rear property line, or within a side yard;
 - b) To permit and/or amend the following uses on those lands zoned Zone 10a:
 - i) Clinic or laboratory
 - ii) Light fabricating, assembly or manufacturing
 - iii) Offices
 - iv) Trade school
 - v) Veterinary clinic
 - vi) Gym/fitness facility
 - vii) Motor vehicles sales, service and repair
 - viii) Outdoor storage as an accessory use, provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.
 - ix) Retail sale of goods produced or stored on site as an accessory use.
2. To remove the current holding symbols (H)(R)(f) from those lands zoned Zone 10.

3. To delete subsection 22.209 of By-law 83-38, as amended.
4. To permit and/or amend the following uses on those lands Zone 10:
 - a) Offices
 - b) Gym/fitness facility
 - c) Outdoor storage as an accessory use, provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.

SUMMARY:

Draft plan of subdivision application 30T-19601, filed on behalf of Badenview Developments Inc. is comprised of approximately 42ha and proposes the creation of six separate blocks to accommodate industrial and light industrial uses, a stormwater management facility and a municipal street and active transportation network ultimately linking Hamilton Road and Nafziger Road.

Subject to certain specific and standard conditions of draft approval, Township staff are of the opinion that the development represents the logical and orderly development of the municipality and will provide a significant benefit to the economic strength and well being of the community providing opportunities for residents to live and work in the community in which they live and furthering the goal of a complete community for residents to live, work and play.

The Badenview plan has the potential to generate up to 1.5 million square feet of employment floor space (at 50% lot coverage) and combined with the New Hamburg plan the combined development has the potential to exceed 2 million square feet (at 50% lot coverage).

BACKGROUND:

Notice of the Public Meeting was given to property owners within 120 metres of the subject lands on January 17, 2019. The following is a summary of comments received from the public prior to and at the Public Meeting which was held on February 11, 2019.

Public:

Neil and Dolores Hofstetter, 289 Maurice Street – indicating no objections, but requesting clarification on drainage, setback and maintenance concerns relative to a proposed berm, as well as identifying parking and traffic concerns at the intersections of Marvin Street and Boullee Street at Hamilton Road.

Susan and Alex Davidson, 301 Maurice Street – opposed to applications and specifically expressing concerns with noise, impact on view, odour, airborne particulate, lighting, security, storm water management, and traffic.

REPORT:

This application is one of two applications for approval of Draft Plans of Subdivision and two applications for changes to the Township Zoning By-law that comprise the 'Wilmot Employment Lands'.

The lands to which these applications apply are presently undeveloped and located between Hamilton Road and Nafziger Road, north of Highway 7/8. Although presently farmed these lands have been contemplated and designated for industrial and light industrial uses for more than 25 years.

In June 1992, the Township adopted Official Plan Amendment 27 (OPA 27) which implemented the recommendations of the New Hamburg Land Use Servicing Study (May 1992) and designated the subject lands industrial and light industrial. Following the approval of a new Regional Official Plan in 1994, OPA 27 was repealed pending the completion of further servicing studies. In 2003, the Township adopted the current Official Plan which once again designated the lands industrial and light industrial. The lands continue to be designated as such within Official Plan Amendment 9.

In 2005, the east half of the Badenview Developments Inc. lands, along with the New Hamburg Inc. lands, were zoned Zone 10 (Industrial). Holding provisions were placed on the properties until such time as there was adequate municipal water and sewer capacity for the development and until such time as any concerns from the Grand River Conservation Authority had been addressed.

Although designated light industrial in the Official Plan, the west half of the Badenview lands were not pre-zoned in 2005 given the necessity to review and design mitigation measures for any potential impacts of light industrial uses on abutting residential lands. The current application proposes to implement the Official Plan designation and documents prepared in support of the application were required to complete the necessary review and to provide recommends for necessary mitigation measures to ensure compatibility. Specifically, an Air Quality and Noise Compatibility Study was prepared and includes recommendations for a berm and, depending on the ultimate land use, an acoustic barrier on top of the berm.

Summary of Application

Draft plan of subdivision application 30T-19601, filed on behalf of Badenview Developments Inc. is comprised of approximately 42ha and proposes the creation of six separate blocks to accommodate industrial and light industrial uses, a stormwater management block and a municipal street network ultimately linking Hamilton Road and Nafziger Road.

Through the review and consideration of the applications the significant points of discussion and resolution were as follows:

Resident Concerns

The public notification process resulted in the receipt of written comments from two neighbouring property owners. Concerns related to impacts of berm construction, other visual impacts, noise, security and traffic.

Several of the concerns, specifically visual impacts, security and noise mitigation will be addressed by the construction of a 2.5m earth berm between the existing residential neighbourhood and the subject lands as recommended by the Air Quality & Noise Capability Study.

The berm will be required to be designed such that existing drainage patterns are maintained from the neighbouring residential lands and such that no water is directed onto the residential lands. To ensure the berm is retained for the lifetime of the development, the developer will be required to convey an easement over the berm in favour of the Township. The developer will also be required to further fence and/or delineate the western boundary of the development abutting the existing residential neighbourhood. The berm will be required to be constructed prior to the issuance of any building permits in Stage 1.

With respect to traffic concern noted at the intersections of Boullee Street and Marvin Street at Hamilton Road, these intersections were not noted as areas of concern in the completed Traffic Impact Study. Road volumes and the presence of on-street parking are monitored and addressed as part of normal road maintenance. Movements at Hamilton Road and Highway 7/8 are addressed through Stage 1 and Stage 2 works as noted within the Ministry of Transportation section of this report.

Zoning Considerations

Zone change application 02/19 applies to the Badenview Developments Inc. lands and involves three components:

1. Remove the existing holding symbols from the east half of the Badenview Developments Inc. lands that are presently zoned Zone 10 (Industrial) and add the list of light industrial uses proposed in item two to the existing industrial zoning.
2. Re-zone the lands on the west side of the Badenview Developments Inc. lands that are presently zoned Zone 1 (Agricultural) to Zone 10a (Light Industrial) with additional permitted uses. A complete list of proposed uses is included as Attachment B.
3. Prohibit any parking, outside storage, or loading facilities in the space between buildings in Block 2, Stage 2 and the western limit of the development to further mitigate noise impacts while potentially limiting the necessity for an acoustic barrier on top of the berm.

Grand River Conservation Authority (GRCA)

Over the last two years, the applicant has worked through initial comments from the GRCA with respect storm water management and functional servicing. All GRCA comments have been addressed subject to review and approval of detailed engineering submissions and permit approvals. These items will be addressed through the conditions of draft approval requested by the GRCA in their clearance for the approval of zoning and draft approval of the subdivision application.

Ministry of Transportation (MTO)

Significant efforts have been made to address the comments and concerns of the Ministry of Transportation over the last two years.

Through a detailed analysis of the Traffic Impact Study prepared by the applicants and numerous meetings and negotiations a consensus has recently been achieved between the developers, the Township, the Region and the Ministry of Transportation.

The registration of Stage 1 totalling a maximum of 1 million square feet of construction may proceed with minimal intersection improvements (the lengthening of left turn lanes at the expense of the developers) at both Hamilton Road and Nafziger Road intersections with Highway 7 & 8.

Prior to the registration of Stage 2 the developers will be required to complete an updated Traffic Impact Study analyzing the impact of the development and assessing the anticipated impact of Stage 2.

The results of that analysis will require the developer to fund any improvements attributable to their development while the Township, Region and Province will fund their respective portions of works within their road allowances not attributable to the developments.

This agreement represents a significant improvement for the developers, the Township and the Region from the initial position of MTO that all works be funded by the developer/Township/Region without contribution from the Province.

Drainage Petition

The development of the Wilmot Employment Lands requires the construction of a substantive stormwater management facility which serves as the terminus point for a significant drainage area north of Highway 7 & 8 well beyond the limits of the subdivision lands.

The developers raised concerns that they not be required to fund the portion of works required to address the greater drainage area and as such in order to most efficiently address these

concerns the developer filed a Drainage Petition to effectively ensure that the stormwater management works within the development would be fairly assigned to benefitting area.

The drainage petition has been initiated and will run concurrently with the detailed engineering design phase of the development. The results and implementation of the Drainage Petition will be incorporated into the Subdivision Agreement.

Parkland Dedication

The Planning Act provides that municipalities are permitted to require the dedication of 2% of the area, or equivalent cash-in-lieu, from industrial developments such as this proposal.

As Council will recall through negotiation with the developer the Township successfully received the generous donation of the entire forested area of the subject lands together with a 10m setback from the dripline of the forest in 2018.

Effectively the developer generously donated 10.8% of their landholding – significantly in excess of the required 2% and as such no additional parkland dedication will be sought as a condition of approval.

These forested lands will form another significant component of the Township's off road trail network and specifically a connection between the Wilmot Recreation Complex and New Hamburg.

Multi Use Trail (MUT) from Hamilton Road to Nafziger Road

The approval of the Employment Lands also provides for the creation of significant physical linkages from New Hamburg to the Wilmot Recreation Complex.

The development not only creates the long planned for road linkage from Hamilton Road to Nafziger Road but also a highly anticipated multi-use trail (MUT) which will provide a safe walking, running and cycling linkage as well.

Township staff were successful in obtaining a grant of \$102,400 from the Ontario Municipal Commuter Cycling Fund towards the construction of the MUT on the Township owned unopened road allowance which is a significant public incentive realized by the approval of the plan.

The design of the MUT will provide future linkages to the parkland dedications creating an integrated recreational and active transportation network between New Hamburg, the WRC and ultimately Baden.

Clean Water and Wastewater Fund (CWWF) Grant

The Township was approved for funding under the Clean Water and Wastewater Fund (CWWF) in May 2017 for two projects that would support the development of the Employment Lands.

The Township requested and received an extension for the completion of works to September 2021 on the basis of the delays experienced in negotiating with MTO and the impacts of COVID-19.

A second extension has recently been agreed to by the Province of Ontario and the Government of Canada to extend the project deadlines under the Clean Water and Wastewater Fund (CWWF) program to allow Projects, with an existing approved extension, to be completed before September 30, 2023.

Extension of this funding is significant to the success of the Employment Lands project:

- i) Preliminary Design, Engineering and Construction of Storm Water Infrastructure
Total Eligible Costs - \$851,000.00
 - o Federal Share - \$425,500.00
 - o Provincial Share - \$212,750.00
 - o Municipal Share - \$212,750.00
- ii) Preliminary Design, Engineering and Construction of Sanitary Sewer Infrastructure
Total Eligible Costs - \$90,542.00
 - o Federal Share - \$45,271.00
 - o Provincial Share - \$22,635.50
 - o Municipal Share - \$22,635.50

Conditions of Draft Approval

Staff are satisfied that subject to the recommended conditions of draft approval this plan of proposed subdivision can be developed to the significant benefit of the Township of Wilmot.

The collaborative efforts of the developers, the Township, the Region, the Province and the Federal government have resulted in a well planned development in a highly desirable and marketable location to meet the needs of the Township.

The development not only provides for the employment needs of the Township but also provides both on and off road linkages between New Hamburg and the Wilmot Recreation Complex.

The Region of Waterloo has committed to proceed with Draft Approval in a timely fashion upon receiving the recommendation of Wilmot Township and staff would reasonably anticipate that physical development of the site could begin in the 2021 calendar year.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

The approval of the Wilmot Employment Lands will expand the opportunity for continued economic development of the Township over the next decade and will serve to further enhance Wilmot as a complete community for its residents.

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	Draft Plan of Proposed Subdivision
Attachment B	Proposed list of permitted uses
Attachment C	Proposed Zoning By-law

DRAFT PLAN OF SUBDIVISION

Legal Description
PART OF LOT 20, NORTH OF BLEAMS ROAD
PART OF LOT 20, SOUTH OF SNYDERS ROAD
TOWNSHIP OF WILMOT
REGIONAL MUNICIPALITY OF WATERLOO

Owner's Certificate
I HEREBY AUTHORIZE MACNAUGHTON HERMSEN BRITTON CLARKSON PLANNING LIMITED TO SUBMIT THIS PLAN FOR APPROVAL.

DATE: December 4, 2018
Bader Development Inc. (OWNER)

Surveyor's Certificate
I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED ON THIS PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

DATE: Nov. 22, 2018
TREVOR D.A. McNEIL, OLS (MTE OLS LTD.)

Key Plan

Subject Lands

SCALE: NTS

Source: Region of Waterloo SLRN

Additional Information Required Under Section 51(17) of the Planning Act R.S.O. 1990, c.P.13 as Amended

A. AS SHOWN	B. AS SHOWN	C. AS SHOWN
D. INDUSTRIAL, STORMWATER MANAGEMENT, DRAINAGE CHANNEL	E. AS SHOWN	F. AS SHOWN
G. AS SHOWN	H. MUNICIPAL WATER SUPPLY	I. SILTY CLAY LOAM
J. AS SHOWN	K. ALL SERVICES AS REQUIRED	L. AS SHOWN

Area Schedule		30T-19601		
	Stage 1		Stage 2	
Description	Blocks	Area (ha)	Blocks	Area (ha)
Industrial	1-4	15.625	1,2	13.942
Stormwater Management	5,6	7.089		
Drainage Channel	7-10	1.444		
0.3m Reserve	11-15	0.011		
Roads		2.614		1.349
Sub-Total	15	26.783	2	15.291

Description	Total	
	Blocks	Area (ha)
Industrial	6	29.567
Stormwater Management	2	7.089
Drainage Channel	4	1.444
0.3m Reserve	5	0.011
Roads		3.963
Total	17	42.074

Notes
1. ALL DIMENSIONS ARE IN METRES UNLESS OTHERWISE SHOWN.
2. SITE BOUNDARY AND TOPOGRAPHIC BASE PLAN PREPARED BY MTE AUGUST 25, 2017 AND UPDATED JUNE 2018.
3. DRAINAGE CHANNEL DESIGN FROM MTE, NOVEMBER 2019.
4. ADJACENT PARCEL FABRIC IS APPROXIMATE.

Revision No.	Date	Issued / Revision	By
8.	Jan. 25, 2021	Revisions as per comments from Township staff;	DGS
7.	Jul. 20, 2020	Revise turning radii at west leg intersection of Street One/Two;	DGS
6.	Jun. 4, 2020	Revs. to add area to Stormwater management block;	DGS
5.	Mar. 13, 2020	Revs. as per Township comments;	DGS
4.	Nov. 20, 2019	Revs. as per revised drainage channel design;	DGS
3.	Sept. 23, 2019	Revs. as per road realignment and drainage channels;	DGS
2.	Nov. 22, 2018	For submission to Region;	DGS
1.	Nov. 5, 2018	For review by surveyor and client;	DGS

PLANNING URBAN DESIGN & LANDSCAPE ARCHITECTURE

MHBC

200-540 BINGEMANS CENTRE DR. KITCHENER, ON, N2B 3X9 | P: 519.576.3690 | F: 519.576.0121 | WWW.MHBCPLAN.COM

Approval Stamp	Date	January 25, 2021	
	File No.	1159A	
	Plan Scale	1:2,000 (24x36)	
	Drawn By	D.G.S.	
Project	Wilmot Employment Lands	Checked By	P.C.

Applicant
Badenview Developments Inc.
P.O. Box 249 Breslau, ON
N0B 1M0
P: 519.648.2285

File Name
DRAFT PLAN

Scale Bar
0 10 25 50 75 100 125 150m

ATTACHMENT B: Proposed uses

Black text is the current standard zoning, Red text are proposed changes.

Zone 10 (Stage 1, Blocks 1, 2, 3 and 4)

- 16.1.1 Any manufacturing, fabricating, processing, repair, storage, distribution or transportation operation, except for the following:
 - (a) a use which would require for its operation a standard of services (particularly water supply and waste disposal) which the municipality is unable or unwilling to provide
 - (b) the recycling of animal products or a rendering plant
 - (c) the recycling or refining of petroleum products
- 16.1.2 Veterinary Clinic
- 16.1.3 Contractor, building supplies dealer/outlet or sawmill
- 16.1.4 Trade School
- 16.1.5 Uses accessory to the foregoing permitted uses, including:
 - (a) outdoor storage as an accessory use, provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road
 - (b) retail sale of goods produced or stored on site
- 16.1.6 One refreshment vehicle or refreshment cart
- 16.1.7 Motor Vehicles sales, service and repair
- 16.1.8 Car Wash
- 16.1.9 Offices
- 16.1.10 Gym/fitness facility
- 16.1.11 Clinic or laboratory

Zone 10a (Stage 2, Block 1 and 2)

- 16.2.1 Any repair, storage, distribution or transportation operation, except for the following:
 - (a) a use which would require for its operation a standard of services (particularly water supply and waste disposal) which the municipality is unable or unwilling to provide
 - (b) the recycling of animal products or a rendering plant;
 - (c) the recycling or refining of petroleum products;
 - (d) metal stamping.
- 16.2.2 Car wash

- 16.2.3 Clinic or laboratory
- 16.2.4 Light fabricating, assembly or manufacturing
- 16.2.5 Offices
- 16.2.6 Trade school
- 16.2.7 Veterinary clinic
- 16.2.8 Gym/fitness facility
- 16.2.9 Motor vehicles sales, service and repair
- 16.2.10 Uses accessory to the foregoing permitted uses, including:
 - (a) outdoor storage as an accessory use, provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.
 - (b) retail sale of goods produced or stored on site
- 16.2.11 One refreshment vehicle or refreshment cart

TOWNSHIP OF WILMOT

BY-LAW NO. 2021-****

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, the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this By-law, are hereby removed from Zone 10(H)(R)(f) (Industrial) and Zone 1 (Agricultural) and placed within Zone 10 (Industrial) and Zone 10a (Light Industrial).

2. Notwithstanding the provisions of By-law 83-38, as amended, on the lands described on Schedule "A" and illustrated as Zone 10 on Schedule "B" attached to and forming part of this By-law:
 - a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
 - b) outdoor storage shall only be permitted accessory to a permitted use and provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.

3. Notwithstanding the provisions of By-law 83-38, as amended, on the lands described on Schedule "A" and illustrated as Zone 10a on Schedule "B" attached to and forming part of this By-law:
 - a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
 - iv) light fabricating, assembly or manufacturing
 - v) trade school
 - vi) veterinary clinic
 - vii) motor vehicles sales, service and repair
 - viii) accessory to a permitted use, retail sales of goods produced or stored on site
 - b) outdoor storage shall only be permitted accessory to a permitted use and

provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road

- c) on lands identified as "Area A" on Schedule "B" attached to and forming part of this By-law, no parking area, loading facility, or outdoor storage area shall be permitted within the rear yard, between a building and rear property line, or within a side yard.

4. Notwithstanding the provisions of By-law 83-38, as amended, on the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this By-law, Subsection 22.209 of By-law is hereby deleted.

5. Notwithstanding the provisions of By-law 83-38, the following shall be added as Subsection 22.294:

Notwithstanding any other provisions of this By-law, on the lands described as Part of Lot 20, Concession North of Bleams Road, identified on the map forming Part 1 of Schedule 'A', illustrated on the map forming paragraph 22.294, and zoned Zone 10:

- a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
- b) outdoor storage shall only be permitted accessory to a permitted use and provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.

Notwithstanding any other provisions of this By-law, on the lands described as Part of Lot 20, Concession North of Bleams Road, identified on the map forming Part 1 of Schedule 'A', illustrated on the map forming paragraph 22.294, and zoned Zone 10a:

- a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
 - iv) light fabricating, assembly or manufacturing
 - v) trade school
 - vi) veterinary clinic
 - vii) motor vehicles sales, service and repair
 - viii) accessory to a permitted use, retail sales of goods produced or stored on site
- b) outdoor storage shall only be permitted accessory to a permitted use and provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road
- c) no parking area, loading facility, or outdoor storage area shall be permitted within the rear yard, between a building and rear property line, or within a side yard of any lands identified as "Area A" on the map forming paragraph 2.294.

6. Notwithstanding the provisions of By-law 83-38, as amended, the map forming Part 1 of Schedule 'A' to By-law 83-38 be amended as necessary to:

- a) delete Subsection 22.209 and associated (H),(R), and (f) symbols

- b) identify Section 22.294 on the lands described on Schedule 'A' and illustrated on Schedule 'B' attached to and forming part of this By-law.
 - c) identify the boundary of Zone 10a as illustrated on Schedule 'B' attached to and forming part of this By-law.
- 7. Notwithstanding the provisions of By-law 83-38, as amended, a new map forming paragraph 22.294 shall be added to By-law 83-38 to identify the "Area A" on the lands described on Schedule 'A' and illustrated on Schedule "B" attached to and forming part of this By-law.
- 8. 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.
- 9. 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 **February, 2021**.

READ a third time and finally passed in Open Council on the 22nd day of **February, 2021**.

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 20, Concession North of Bleams Road in the said Township of Wilmot.

This is Schedule "A" to By-law No. 2021-****.

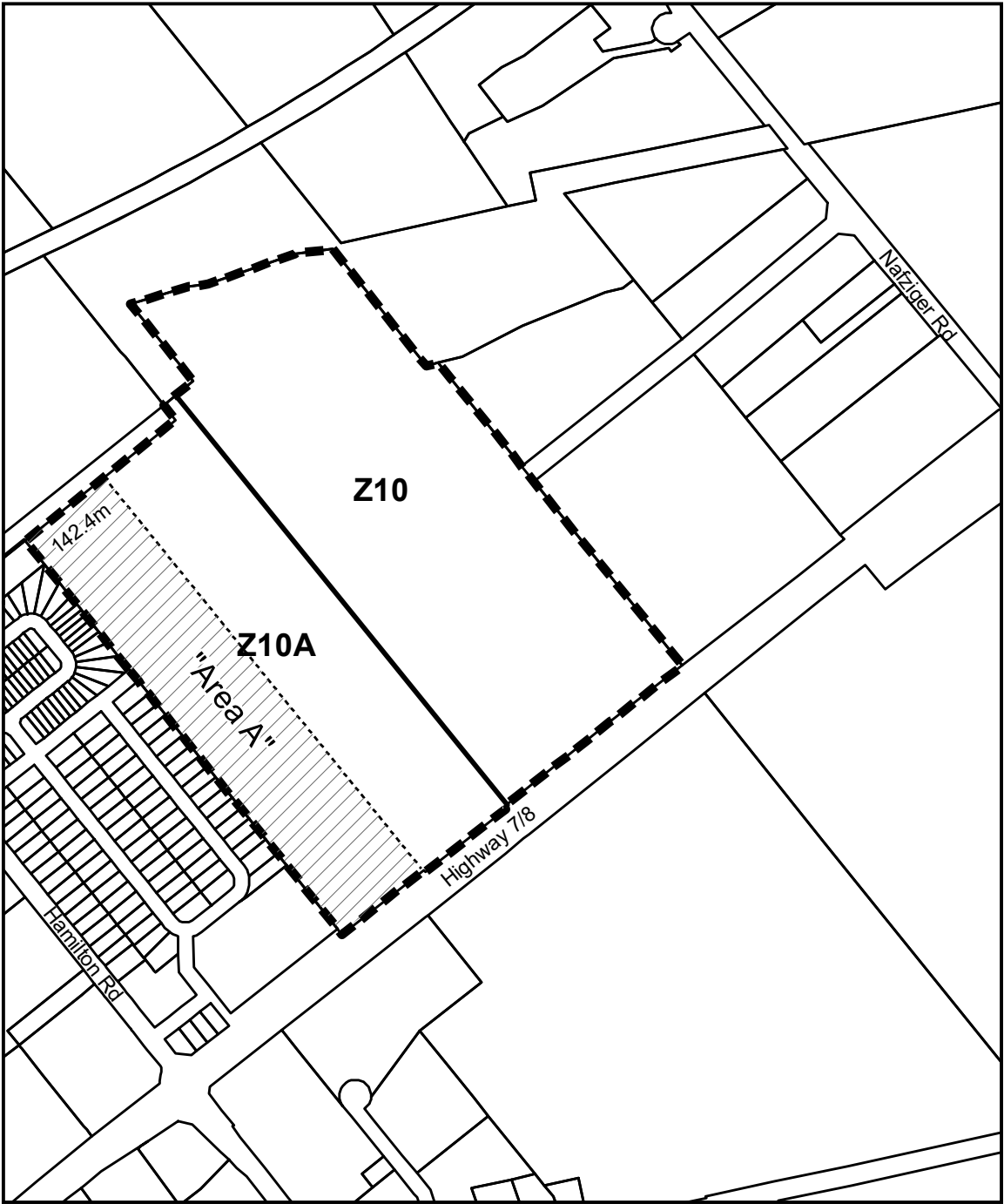
PASSED this 22nd day of February, 2021.

MAYOR

CLERK

SCHEDULE "B"
PART OF LOT 20
CONCESSION NORTH OF BLEAMS ROAD
TOWNSHIP OF WILMOT

SUBJECT LANDS OUTLINED THUS: ■■■■■■■■■■



THIS IS SCHEDULE "B" TO BY-LAW NO. 2021-TBD
PASSED THIS 22ND DAY OF FEBRUARY, 2021.

MAYOR

CLERK





TOWNSHIP OF WILMOT

DEVELOPMENT SERVICES *Staff Report*

REPORT NO: DS 2021-005

TO: COUNCIL

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

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

Andrew Martin, MCIP RPP
Manager of Planning/EDO

REVIEWED BY: Grant Whittington, CAO

DATE: February 22, 2021

SUBJECT: Wilmot Employment Lands
Draft Plan of Subdivision Application 30T-19602
Zone Change Application 03/19
New Hamburglrs Inc. / MHBC Planning
Part of Lot 19, Concession North of Bleams Road
Nafziger Road, Highway 7/8

RECOMMENDATION:

That Council recommend to the Region of Waterloo the following conditions of draft approval for Draft Plan of Proposed Subdivision 30T-19602:

1. That this approval applies to plan of subdivision 30T-19602 by MHBC Planning, dated February 2, 2021, which shows a total of 13 industrial development blocks, 1 emergency access block, 3 drainage channels, 1 walkway block, 5 reserve blocks (0.3m), 2 streets and one piece of retained land to be developed in 2 stages.
2. That the following shall be conveyed to the Township of Wilmot for the purposes stated therein, at no cost and free and clear of all encumbrances:
 - a) Stage 1, Blocks 7, 8 and 9 as overland drainage channels;

- b) Stage 1, Block 10 as a walkway;
 - c) Stage 1, Block 11, 12, 13, 14 and 15 as 0.3m Reserves; and
 - d) Stage 2, Block 8 as an emergency access block
3. That prior to the registration of Stage 2 the subdivider shall provide or otherwise make arrangements for the connection of Street Two to Street Three in Plan 30T-19601.
 4. That prior to registration the subdivider shall enter into a subdivision agreement with the Township which will cover all planning and engineering aspects of the development and identify in detail applicable Township standards and specifications relative to municipal services. The agreement will further address all requirements, financial and otherwise of the Township of Wilmot concerning the provision of roads and the installation of services, facilities and drainage, landscaping, the payment of fees and provision of financial securities and deposits to ensure the proper and orderly completion of the development.
 5. That the subdivider shall make satisfactory arrangements with Kitchener-Wilmot Hydro for the provision of permanent electrical services to the plan, prior to registration. The Subdivider further agrees that should permanent installations be impractical at the time, to pay all costs incurred through the provision of temporary electrical services and the removal of such services when permanent installations are possible.
 6. That street lighting shall be provided at the owner's expense in accordance with the standards and specifications of the Township of Wilmot, the Region of Waterloo and Kitchener-Wilmot Hydro.
 7. That prior to or concurrent with the registration of any Stage the subdivider shall grant any easements required for utility or municipal servicing purposes.
 8. That prior to any grading or construction on site and prior to registration of the plan, the owners or their agents submit the following plans and reports to the satisfaction of the Grand River Conservation Authority, the Region of Waterloo and the Township of Wilmot:
 - a) A detailed stormwater management report in accordance with the 2003 Ministry of the Environment Report entitled "Stormwater Management Planning and Design Manual";
 - b) A detailed Lot Grading, Servicing and Storm Drainage Plan;
 - c) An Erosion and Sedimentation Control Plan in accordance with the Grand River Conservation Authority's Guidelines for sediment and erosion control indicating the means whereby erosion will be minimized and sediment maintained on-site throughout all phases of grading and construction; and,
 - d) The approval and issuance of a Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permit from the GRCA prior to the construction in a wetland and/or grading in a regulated area and/or construction of the Stormwater Management outlet in a regulated area.

9. That the subdivider agree to complete and maintain the above works in accordance with the approved plans and reports noted in condition 8.
10. That prior to registration the subdivider shall confirm that a legal outlet for post-development stormwater flows has been secured to the satisfaction of the Township.
11. That the subdivider agrees to obtain and comply with all necessary Environmental Compliance Approval (ECA) requirements from the Ministry of Environment, Conservation and Parks (MECP) for stormwater management and Form 1 for Township and Region for watermain works.
12. That, prior to the issuance of any building permits, the owner of any lot or block on which the building is proposed shall pay the applicable development charge in force at the time of building permit issuance.
13. That the subdivider agrees to provide all prospective purchasers with a copy of the grading control plan and a copy of the subdivision agreement.
14. That the subdivider shall submit a landscaping plan prepared by a qualified landscape architect for boulevard tree plantings and Stage 1, Blocks 7, 8, 9 and 10 and Stage 2, Block 8 to be approved by the Township.
15. That the Subdivider shall landscape Stage 1, Blocks 7, 8, 9 and 10 and Stage 2, Block 8 in accordance with the approved plan required in condition 14 above.
16. That all streets shall be constructed by the subdivider in accordance with the specifications and requirements of the Township and as identified within the Subdivision Agreement.
17. That the streets shall be named to the satisfaction of the Township of Wilmot and said names shall be assigned by the Township of Wilmot within the Subdivision Agreement.
18. That the subdivider shall pay, prior to registration, 100% of the cost of regulatory street signs.
19. That should the development of 30T-19602 be able to proceed prior to the development of 30T-19601, the unopened road allowance owned by the Township of Wilmot and linking Street One to Nafziger Road is to be rebuilt to urban industrial standards and that the Township will repay the subdivider for the actual costs of the works to a maximum of 100% of the preliminary estimate (MTE, 2019) which shall be further and specifically defined within the subdivision agreement.
20. That should the development of 30T-19602 be able to proceed prior to the development of 30T-19601, the subdivider shall provide any easement necessary for the purposes of a temporary turning circle to the satisfaction of the Township of Wilmot. The Township shall release the easement concurrent with the registration of 30T-19601.

21. That should the development of 30T-19602 be able to proceed prior to the development of 30T-19601, a separated asphalt boulevard multi-use trail (MUT) with a minimum width of 3.0m shall be constructed along the north side of the unopened road allowance and a concrete sidewalk with a minimum width of 1.5m shall be constructed along the south of the unopened road allowance to Nafziger Road. The Township shall repay the developer for the portions of the MUT and sidewalk within the limits of the unopened road allowance.
22. That the subdivider will provide a master utility locate plan for all services to the specifications and satisfaction of the Township of Wilmot.
23. That all lands abutting Blocks to be conveyed to the ownership of the Township of Wilmot, adjacent lands owned by the Township of Wilmot and the easterly property lines of the development which abuts existing industrial development to the east be fenced or otherwise appropriately delineated to the satisfaction of the Township of Wilmot.
24. That prior to the review of detailed engineering designs and prior to release of the plan for registration, the subdivider shall pay the Township fees to cover Township administration, planning, engineering and legal fees related to the processing, approval and monitoring of this plan in accordance with the fees and charges Bylaw of the Township of Wilmot.
25. That, prior to the final approval of Stage 1, the owner shall complete or secure the completion of the necessary extensions of southbound left turn lanes on Hamilton Road (5m) and Nafziger Road (15m) in accordance with the approved Traffic Impact Study (TIS) to the satisfaction of the Township of Wilmot, the Region of Waterloo and the Ministry of Transportation.
26. That prior to final approval of Stage 2, the owner shall submit to the Ministry of Transportation for their review and approval, a copy of a Traffic Impact Study prepared in accordance with Ministry of Transportation requirements, indicating the anticipated traffic volumes and their impact upon the intersection of Highway 7/8 at Hamilton Road and Highway 7/8 at Nafziger Road.

Should the Traffic Impact Study identify additional improvements to accommodate Stage 2 of the subdivision, funding arrangements for the design and construction of the Highway 7/8 improvements shall be made to the satisfaction of the Ministry of Transportation and Township of Wilmot in consultation with the Region of Waterloo and Owners prior to final approval of Stage 2.

The Owners shall be responsible only for the portion of works attributable to the traffic generated from the development of their lands and the Township, Region and MTO shall be financially responsible for their respective portions of the intersection improvements attributable to the traffic from all other sources, as documented in the approved Traffic Impact Study.

27. That prior to release of the plan for registration, the subdivider will provide the Township of Wilmot with a detailed description of how each condition of draft approval has been satisfied.

THAT, Zone Change Application 03/19, be approved as follows:

1. To remove the current holding symbols (H)(R)(f) from those lands zoned Zone 10.
2. To delete subsection 22.209 of By-law 83-38, as amended.
3. To permit and/or amend the following uses on those lands Zone 10:
 - a) Offices
 - b) Gym/fitness facility
 - c) Outdoor storage as an accessory use, provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.

SUMMARY:

Draft plan of subdivision application 30T-19602, filed on behalf of New Hamburg Lrs Inc. is comprised of thirteen separate blocks in two stages to accommodate industrial uses, drainage channels, two cul-de-sacs, an emergency access, a walkway and a retained portion of lands identified by MTO for a future on/off ramp to Highway 7&8.

Subject to certain specific and standard conditions of draft approval, Township staff are of the opinion that the development represents the logical and orderly development of the municipality and will provide a significant benefit to the economic strength and well being of the community providing opportunities for residents to live and work in the community in which they live and furthering the goal of a complete community for residents to live, work and play.

The Badenview plan has the potential to generate up to 500 thousand square feet of employment floor space (at 50% lot coverage) and combined with the Badenview plan the combined development has the potential to exceed 2 million square feet (at 50% lot coverage).

BACKGROUND:

Notice of the Public Meeting was given to property owners within 120 metres of the subject lands on January 17, 2019. No comments were received from the public prior to or at the Public Meeting which was held on February 11, 2019.

REPORT:

This application is one of two applications for approval of Draft Plans of Subdivision and two applications for changes to the Township Zoning By-law that comprise the 'Wilmot Employment Lands'.

The lands to which these applications apply are presently undeveloped and located between Hamilton Road and Nafziger Road, north of Highway 7/8. Although presently farmed these lands have been contemplated and designated for industrial uses for more than 25 years.

In June 1992, the Township adopted Official Plan Amendment 27 (OPA 27) which implemented the recommendations of the New Hamburg Land Use Servicing Study (May 1992) and designated the subject lands industrial. Following the approval of a new Regional Official Plan in 1994, OPA 27 was repealed pending the completion of further servicing studies. In 2003, the Township adopted the current Official Plan which once again designated the lands industrial. The lands continue to be designated as such within Official Plan Amendment 9.

In 2005 the New Hamburg Lrs Inc. lands, along with the east half of the Badenview Developments Inc. lands, were zoned Zone 10 (Industrial). Holding provisions were placed on the properties until such time as there was adequate municipal water and sewer capacity for the development and until such time as any concerns from the Grand River Conservation Authority had been addressed.

The current applications propose to implement the Official Plan designation and enhance and define the list of permitted employment uses.

Summary of Application

Draft plan of subdivision application 30T-19602, filed on behalf of New Hamburg Lrs Inc. is comprised of approximately 10ha and proposes the creation of thirteen separate blocks in two stages to accommodate industrial uses, drainage channels, two cul-de-sacs, an emergency access, a walkway and a retained portion of lands identified by MTO for a future on/off ramp to Highway 7&8.

Through the review and consideration of the applications the significant points of discussion and resolution were as follows:

Resident Concerns:

No resident concerns were received specifically related to the New Hamburg Lrs Inc. application as it does not specifically impact adjoining residences.

Zoning Considerations

Zone change application 03/19 applies to the New Hamburg Lrs Inc. lands and proposes to remove the holding symbols and add additional light industrial uses to remain consistent with the Badenview Development Inc. lands. A complete list of proposed uses is included as Attachment B.

Grand River Conservation Authority (GRCA)

Over the last two years, the applicant has worked through initial comments from the GRCA with respect storm water management and functional servicing. All GRCA comments have been addressed subject to review and approval of detailed engineering submissions and permit approvals. These items will be addressed through the conditions of draft approval requested by the GRCA in their clearance for the approval of zoning and draft approval of the subdivision application.

Ministry of Transportation (MTO)

Significant efforts have been made to address the comments and concerns of the Ministry of Transportation over the last two years.

Through a detailed analysis of the Traffic Impact Study prepared by the applicants and numerous meetings and negotiations a consensus has recently been achieved between the developers, the Township, the Region and the Ministry of Transportation.

The registration of Stage 1 totalling a maximum of 1 million square feet of construction may proceed with minimal intersection improvements (the lengthening of left turn lanes at the expense of the developers) at both Hamilton Road and Nafziger Road intersections with Highway 7 & 8.

Prior to the registration of Stage 2 the developers will be required to complete an updated Traffic Impact Study analyzing the impact of the development and assessing the anticipated impact of Stage 2.

The results of that analysis will require the developer to fund any improvements attributable to their development while the Township, Region and Province will fund their respective portions of works within their road allowances not attributable to growth.

This agreement represents a significant improvement for the developers, the Township and the Region from the initial position of MTO that all works be funded by the developer/Township/Region without contribution from the Province.

Drainage Petition

The development of the Wilmot Employment Lands requires the construction of a substantive stormwater management facility which serves as the terminus point for a significant drainage area north of Highway 7 & 8 well beyond the limits of the subdivision lands.

The developers of the adjoining Badenvue plan raised concerns that they not be required to fund the portion of works required to address the greater drainage area and as such in order to most efficiently address these concerns the developer filed a Drainage Petition to effectively

ensure that the stormwater management works within the development would be fairly assigned to benefitting area including the lands of New Hamburg Inc.

The drainage petition will run concurrently with the detailed engineering design phase of the development and the results and implementation of the Drainage Petition will be incorporated into the Subdivision Agreement.

Multi Use Trail (MUT) from Hamilton Road to Nafziger Road

The approval of the Employment Lands also provides for the creation of significant physical linkages from New Hamburg to the Wilmot Recreation Complex.

The development not only creates the long planned for road linkage from Hamilton Road to Nafziger Road but also a highly anticipated multi-use trail (MUT) which will provide a safe walking, running and cycling linkage as well.

Township staff were successful in obtaining a grant of \$102,400 from the Ontario Municipal Commuter Cycling Fund towards the construction of the MUT on the Township owned unopened road allowance which is a significant public incentive realized by the approval of the plan.

The design of the MUT will provide future linkages to the parkland dedications creating an integrated recreational and active transportation network between New Hamburg, the WRC and ultimately Baden.

Parkland Dedication

The Planning Act provides that municipalities are permitted to require the dedication of 2% of the area, or equivalent cash-in-lieu, from industrial developments such as this proposal.

As Council will recall through negotiation with the developer the Township successfully received the generous donation of the entire forested area of the subject lands together with a 10m setback from the dripline of the forest in 2018.

Effectively the developer generously donated 32.4% of their landholding – significantly in excess of the required 2% and as such no additional parkland dedication will be sought as a condition of approval.

These forested lands will form another significant component of the Township's off road trail network and specifically the connection between the Wilmot Recreation Complex and New Hamburg.

Clean Water and Wastewater Fund (CWWF) Grant

The Township was approved for funding under the Clean Water and Wastewater Fund (CWWF) in May 2017 for two projects that would support the development of the Employment Lands.

The Township requested and received an extension for the completion of works to September 2021 on the basis of the delays experienced in negotiating with MTO and the impacts of COVID-19.

A second extension has recently been agreed to by the Province of Ontario and the Government of Canada to extend the project deadlines under the Clean Water and Wastewater Fund (CWWF) program to allow Projects, with an existing approved extension, to be completed before September 30, 2023.

Extension of this funding is significant to the viability of the project as follows:

- i) Preliminary Design, Engineering and Construction of Storm Water Infrastructure
Total Eligible Costs - \$851,000.00
 - o Federal Share - \$425,500.00
 - o Provincial Share - \$212,750.00
 - o Municipal Share - \$212,750.00
- ii) Preliminary Design, Engineering and Construction of Sanitary Sewer Infrastructure
Total Eligible Costs - \$90,542.00
 - o Federal Share - \$45,271.00
 - o Provincial Share - \$22,635.50
 - o Municipal Share - \$22,635.50

Conditions of Draft Approval

Township staff are satisfied that subject to the recommended conditions of draft approval this plan of proposed subdivision can be developed to the significant benefit of the Township of Wilmot.

The collaborative efforts of the developers, the Township, the Region, the Province and the Federal government have resulted in a well planned development in a highly desirable and marketable location to meet the needs of the Township.

The Region of Waterloo has committed to proceed with Draft Approval in a timely fashion upon receiving the recommendation of Wilmot Township and staff would reasonably anticipate that physical development of the site could begin in the 2021 calendar year.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

The approval of the Wilmot Employment Lands will expand the opportunity for continued economic development of the Township over the next decade and will serve to further enhance Wilmot as a complete community for its residents.

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	Draft Plan of Proposed Subdivision
Attachment B	Proposed list of permitted uses
Attachment C	Proposed Zoning By-law

DRAFT PLAN OF SUBDIVISION

Legal Description
PART OF LOT 19, NORTH OF BLEAMS ROAD
TOWNSHIP OF WILMOT
REGIONAL MUNICIPALITY OF WATERLOO

Owner's Certificate
I HEREBY AUTHORIZE MACNAUGHTON HERMSEN BRITTON CLARKSON PLANNING LIMITED TO SUBMIT THIS PLAN FOR APPROVAL.
DATE: Nov 23/18
NEW HAMBURGLRS INC. (OWNER)

Surveyor's Certificate
I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED ON THIS PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.
DATE: Nov. 22, 2018
TREVOR D.A. McNEIL, OLS (MTE OLS LTD.)

Key Plan

Subject Lands
Additional Lands Owned by Applicant

SCALE: NTS
Source: Region of Waterloo SLRN

Additional Information Required Under Section 51(17) of the Planning Act R.S.O. 1990, c.P.13 as Amended

A. AS SHOWN	B. AS SHOWN	C. AS SHOWN
D. INDUSTRIAL	F. AS SHOWN	E. AS SHOWN
G. AS SHOWN	H. MUNICIPAL WATER SUPPLY	I. SILTY CLAY LOAM
J. AS SHOWN	K. ALL SERVICES AS REQUIRED	L. AS SHOWN

Description	Stage 1		30T-19602 Stage 2	
	Blocks	Area (ha)	Blocks	Area (ha)
Industrial	1-6	3.242	1-7	5.254
Emergency Access			8	0.092
Drainage Channel	7-9	0.374		
Walkway	10	0.039		
0.3m Reserve	11-15	0.010		
Roads		0.433		0.457
Sub-Total	15	4.098	8	5.803

Description	Total	
	Blocks	Area (ha)
Industrial	13	8.496
Emergency Access	1	0.092
Drainage Channel	3	0.374
Walkway	1	0.039
0.3m Reserve	5	0.010
Roads		0.890
Total	23	9.901

Notes
1. ALL DIMENSIONS ARE IN METRES UNLESS OTHERWISE SHOWN.
2. SITE BOUNDARY AND TOPOGRAPHIC BASE PLAN PREPARED BY MTE, AUGUST 25, 2017 AND UPDATED JUNE 2018.
BOUNDARY INFORMATION ALSO TAKEN FROM PLAN 58R-20194.
3. DRAINAGE CHANNEL DESIGN FROM MTE, NOVEMBER 2019.
4. ADJACENT PARCEL FABRIC IS APPROXIMATE.

8.	Feb. 2, 2021	Revise Stage numbering;	DGS
7.	Jan. 25, 2021	Revisions as per comments from Township staff;	DGS
6.	Jun. 4, 2020	Add walkway block to plan;	DGS
5.	Mar. 13, 2020	Revs. as per Township comments;	DGS
4.	Nov. 20, 2019	Revs. as per revised drainage channel design;	DGS
3.	Sept. 23, 2019	Revs. as per road realignment and drainage channels;	DGS
2.	Nov. 22, 2018	For submission to Region;	DGS
1.	Nov. 5, 2018	For review by surveyor and client;	DGS

Revision No. Date Issued / Revision By

PLANNING URBAN DESIGN & LANDSCAPE ARCHITECTURE

200-540 BINGEMANS CENTRE DR. KITCHENER, ON. N2B 3X9 | P: 519.576.3650 F: 519.576.0121 | WWW.MHBCPLAN.COM

Approval Stamp

Date	February 2, 2021
File No.	18157A
Plan Scale	1:1,250 (24x36)
Drawn By	D.G.S.
Checked By	P.C.

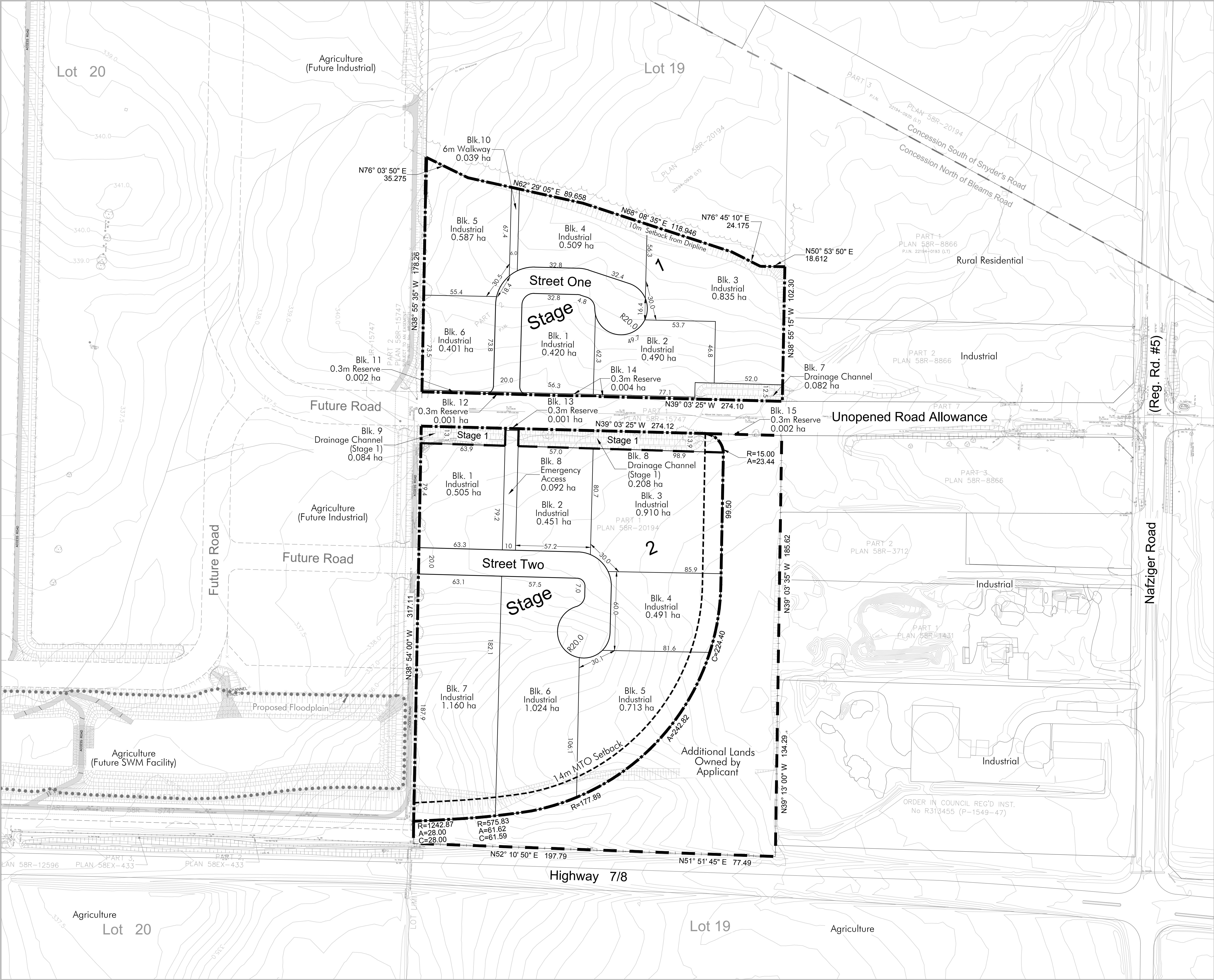
Project Highway 7 and Nafziger Road

Applicant New Hamburglrs Inc.
675 Riverbend Dr. Kitchener, ON N2K 3S3
P: 519.571.8800

File Name DRAFT PLAN Dwg No. 1 of 1

Scale Bar 0 10 25 50 75 100 125 150m

K:\18157A-New Hamburg-New Hamburglrs Inc\DP\Draft Plan February2 2021.dwg



ATTACHMENT B: Proposed uses

Black text is the current standard zoning, Red text are proposed changes.

Zone 10 (Stage 1, Blocks 1-7; Stage 2, Blocks 1-8)

- 16.1.1 Any manufacturing, fabricating, processing, repair, storage, distribution or transportation operation, except for the following:
 - (a) a use which would require for its operation a standard of services (particularly water supply and waste disposal) which the municipality is unable or unwilling to provide
 - (b) the recycling of animal products or a rendering plant
 - (c) the recycling or refining of petroleum products
- 16.1.2 Veterinary Clinic
- 16.1.3 Contractor, building supplies dealer/outlet or sawmill
- 16.1.4 Trade School
- 16.1.5 Uses accessory to the foregoing permitted uses, including:
 - (a) outdoor storage as an accessory use, provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road
 - (b) retail sale of goods produced or stored on site
- 16.1.6 One refreshment vehicle or refreshment cart
- 16.1.7 Motor Vehicles sales, service and repair
- 16.1.8 Car Wash
- 16.1.9 Offices
- 16.1.10 Gym/fitness facility
- 16.1.11 Clinic or laboratory

TOWNSHIP OF WILMOT

BY-LAW NO. 2021-****

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, the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this By-law, are hereby removed from Zone 10(H)(R)(f) (Industrial) and Zone 1 (Agricultural) and placed within Zone 10 (Industrial) and Zone 10a (Light Industrial).

2. Notwithstanding the provisions of By-law 83-38, as amended, on the lands described on Schedule "A" and illustrated as Zone 10 on Schedule "B" attached to and forming part of this By-law:
 - a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
 - b) outdoor storage shall only be permitted accessory to a permitted use and provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.

3. Notwithstanding the provisions of By-law 83-38, as amended, on the lands described on Schedule "A" and illustrated as Zone 10a on Schedule "B" attached to and forming part of this By-law:
 - a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
 - iv) light fabricating, assembly or manufacturing
 - v) trade school
 - vi) veterinary clinic
 - vii) motor vehicles sales, service and repair
 - viii) accessory to a permitted use, retail sales of goods produced or stored on site
 - b) outdoor storage shall only be permitted accessory to a permitted use and

provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road

- c) on lands identified as "Area A" on Schedule "B" attached to and forming part of this By-law, no parking area, loading facility, or outdoor storage area shall be permitted within the rear yard, between a building and rear property line, or within a side yard.

4. Notwithstanding the provisions of By-law 83-38, as amended, on the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this By-law, Subsection 22.209 of By-law is hereby deleted.

5. Notwithstanding the provisions of By-law 83-38, the following shall be added as Subsection 22.294:

Notwithstanding any other provisions of this By-law, on the lands described as Part of Lot 20, Concession North of Bleams Road, identified on the map forming Part 1 of Schedule 'A', illustrated on the map forming paragraph 22.294, and zoned Zone 10:

- a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
- b) outdoor storage shall only be permitted accessory to a permitted use and provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.

Notwithstanding any other provisions of this By-law, on the lands described as Part of Lot 20, Concession North of Bleams Road, identified on the map forming Part 1 of Schedule 'A', illustrated on the map forming paragraph 22.294, and zoned Zone 10a:

- a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
 - iv) light fabricating, assembly or manufacturing
 - v) trade school
 - vi) veterinary clinic
 - vii) motor vehicles sales, service and repair
 - viii) accessory to a permitted use, retail sales of goods produced or stored on site
- b) outdoor storage shall only be permitted accessory to a permitted use and provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road
- c) no parking area, loading facility, or outdoor storage area shall be permitted within the rear yard, between a building and rear property line, or within a side yard of any lands identified as "Area A" on the map forming paragraph 2.294.

6. Notwithstanding the provisions of By-law 83-38, as amended, the map forming Part 1 of Schedule 'A' to By-law 83-38 be amended as necessary to:

- a) delete Subsection 22.209 and associated (H),(R), and (f) symbols

- b) identify Section 22.294 on the lands described on Schedule 'A' and illustrated on Schedule 'B' attached to and forming part of this By-law.
 - c) identify the boundary of Zone 10a as illustrated on Schedule 'B' attached to and forming part of this By-law.
- 7. Notwithstanding the provisions of By-law 83-38, as amended, a new map forming paragraph 22.294 shall be added to By-law 83-38 to identify the "Area A" on the lands described on Schedule 'A' and illustrated on Schedule "B" attached to and forming part of this By-law.
- 8. 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.
- 9. 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 **February, 2021**.

READ a third time and finally passed in Open Council on the 22nd day of **February, 2021**.

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 20, Concession North of Bleams Road in the said Township of Wilmot.

This is Schedule "A" to By-law No. 2021-****.

PASSED this 22nd day of February, 2021.

MAYOR

CLERK

SUBJECT LANDS OUTLINED THUS: ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■



CLERK





TOWNSHIP OF WILMOT

FIRE SERVICES *Staff Report*

REPORT NO: FD 2021-02

TO: Council

SUBMITTED BY: Rod Leeson, Fire Chief

PREPARED BY: Rod Leeson, Fire Chief

REVIEWED BY: Grant Whittington, CAO

DATE: February 22, 2021

SUBJECT: Updated Fire Department Establishing and Regulating By-Law

RECOMMENDATION:

That Council approves the Updated Fire Department Establishing and Regulating Bylaw 2021-10 being a "Bylaw to Establish and Regulate a Fire Department".

SUMMARY:

The Fire Protection and Prevention Act requires that a Fire Department Establishing and Regulating Bylaw be established to regulate the Fire Department within a municipality.

The Fire Chief is required to review the Bylaw and provide recommended changes to the CAO and Council. Council sets the levels of services delivered by the Department and sets responsibilities of the Fire Chief, as recommended to oversee the overarching operations of the Department.

BACKGROUND:

On April 29, 2019, Council approved RFP FD2019-04 to undertake an updated 10-year Fire Master Plan for the Township Fire Department. The 2020 Fire Master Plan (FMP) recommended, "that a full review of the 2011 Establishing and Regulating Bylaw (E&R Bylaw) document be completed" and that the following list of items be included.

1. Incorporate, where appropriate, any references to the FPPA, NFPA standards and OFMEM guidelines that the Fire Department deems relevant to services provided and is supported by the Township.
2. Measurable service levels that can be reported to Council on annual basis using the existing quarterly report structure.
3. Composition of the Department to represent the level of service to be provided as outlined throughout the FMP.
4. Updating the document's language to reflect the recent legislative changes and/or inclusion of supporting National Fire Protection Association (NFPA) standards.

The updated By-law will replace the current By-law for the Wilmot Fire Department. This exercise will permit the Township to engage in a full review of all recommendations found within the provided By-law and include the approved services and programs, limits to service, responses within and outside the Township, Fire Chief responsibilities and authority, powers, recovery of costs, Training, Fire Prevention, Emergency Management and other standard agreement language.

REPORT:

The *Fire Protection and Prevention Act, 1997*, Part II, Section 5, as amended, permits the Township to establish and regulate a Fire Department to provide fire protection and fire prevention services. The *Fire Protection and Prevention Act*, section 2, requires every municipality to establish a program which must include public education with respect to fire safety and certain components of fire prevention, and to provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances in a Township. Section 5 of this same Act authorizes the Township to establish, maintain and operate a Fire Department to provide fire suppression services and other fire protection services in the Township.

The E&R Bylaw provides common definitions and refers to the FPPA to cover legislative requirements. The Township, specifically Council, is required to approve the levels of service that the Department will deliver to the community within the Bylaw. These levels of service are recommendations from the Fire Chief and the Fire Management Team, reviewed by the CAO and include Fire Suppression, Other Responses, Training, Public Education and Fire Prevention and Emergency Management.

Emergency response levels of service remain the same except for formalizing the addition of water and ice rescue to the level of service which are now included. The former E&R Bylaw provided for Training, Public Education and Fire Prevention. The updated Bylaw has included current references to the FPPA and accepted industry practices to those sections.

Additionally, identified in the 2020 FMP is Tiered Medical Response. Recommendation #14 found in the FMP is "EMT recommends that the Fire Chief discuss with EMS services to have their response level adjusted to more critical types of Medical calls. This will still offer members of the community the service they need when dealing with an emergency in line with neighboring fire services".

Discussions have occurred with Paramedic Chief Stephen Van Valkenburg with all four (North Dumfries, Wellesley and Woolwich) Township fire services. Tiered Response is a voluntary program that utilizes the principles of teamwork and cooperation between the various public safety agencies. From the discussion with the four Township Fire Chiefs and Chief Van Valkenburg we determined the recommendations for the Tiered response service delivery model. We framed our discussion around the levels of service provided by the Township of Woolwich. They have been successful delivering Tiered Medical response services to their Township following critical, life threatening medical emergencies known as Code 4.

Currently the Wilmot Fire Department is responding to several medical responses that the Department is unable to provide measurable value to patient outcomes. In those instances, patient outcomes require immediate transport by Paramedics to a Hospital emergency department for treatment by a higher medical authority.

There is strong evidence that when trained and equipped Firefighters are activated to a small sub-set of critical “time sensitive” or Code 4 calls, patient outcomes improve.

Below is a comprehensive overview of the current Tiered Medical response that the Department delivers and, the proposed changes to the Tiered Medical response agreement, as recommended to Council. The current Tiered Response agreement can be ambiguous which creates an environment for dispatchers to Tier the Department when not required. This is not indicative of the dispatcher capabilities, but rather because the Tier descriptions are vague, and the callers provide inadequate or misleading information.

The proposed changes offer a clear outline of what responses firefighters, as Trained Medical First Responders can provide, when involved with life-saving responses when arrival precedes EMS services or to enhance the response with EMS services. These types of calls cause additional, unnecessary strain on our Volunteer Firefighters who would leave their workplace or respond at early hours only to be told that they are not required and can stand down. It should be noted that a significant number of responses involve “shortness of breath” and “unconscious”. Less than 1% of these types of calls are truly “Life Threatening” and the department is cancelled on route or cancelled by Paramedics on arrival. This translates into Firefighters leaving their jobs or homes, at 2 am for example, only to be turned around. This reinforces the Departments commitment to attending “Life Threatening” or “Code 4” responses as determined by Ambulance Dispatch.

Current Tiered Response Criteria Code 4	Proposed Tiered Response Criteria Code 4
1. Allergy Reaction	1. Continue
2. Choking Adult/Child/Infant	2. Continue
3. Breathing Problems	3. Discontinue
4. Burns	4. Discontinue
5. Chest Pain/Heart Problem	5. Continue
6. Electrocution	6. Continue
7. Environmental Exposure - Heat	7. Continue – (see Note 1)
8. Environmental Exposure - Cold	8. Continue – (see Note 1)
9. MVC – Enclosed Seating	9. Continue
10. MVC – Exposed Seating	10. Continue
11. MVC – Person Struck	11. Continue
12. MVC – Unknow Details	12. Continue
13. Convulsion/Seizure	13. Discontinue
14. Near Drowning	14. Discontinue
15. Overdose	15. Continue – (see Note 1)
16. Stroke/CVA (cerebral vascular accident)	16. Continue – (see Note 1)
17. Trauma (Blunt)/Assault	17. Continue
18. Trauma (Penetrating)/Wound	18. Continue
19. VSA/Cardiac Arrest	19. Continue
20. Unconscious	20. Discontinue
21. Farm Accidents	21. Continue
22. Industrial Accidents	22. Continue
23. On Request of EMS	23. Continue

Note 1: If EMS determines their service will be delayed by 10 minutes or more, tiered response will be immediately activated, and fire services will attend as identified.

Proposed Tiered Response Criteria

MEDICAL EMERGENCY	FIREFIGHTER INTERVENTION
1. Allergic Reaction	Baseline Vitals, maintain airway, O2 via NRB/BVM, carry and deliver epinephrine based on and under the guidance of Medical Oversight Directives.
2. Choking- All (infant, child, adult)	Baseline Vitals, perform rescue procedures to clear obstruction, maintain airway and perform CPR if required.
3. Chest Pain/Heart Problem	Baseline Vitals, O2 via NRB/BVM, maintain airway and defibrillate if required.
4. Electrocution	Baseline Vitals, Perform CPR, rescue breathing, maintain airway, apply AED and defibrillate when prompted may require spinal precautions.

5. Environmental Exposure - Heat	Baseline Vitals, Active Cooling -Ice Packs, O2 if deemed necessary, possible rescue from a remote location.
6. Environmental Exposure - Cold	Baseline Vitals, Active Heating – Blankets, O2 if deemed necessary, possible rescue from a remote location.
7. MVC – Enclosed Seating	Baseline Vitals, manage uncontrolled bleeds, spinal precautions if required, provide O2 via NRM/BVM if required, CPR, maintain airway.
8. MVC – Exposed Seating	Baseline Vitals, manage uncontrolled bleeds, spinal precautions if required, provide O2 via NRM/BVM if required, CPR, maintain airway, possible rescue from a remote location.
9. MVCs- Person(s) Struck	Baseline Vitals, manage uncontrolled bleeds, spinal precautions if required, provide O2 via NRM/BVM if required, CPR, maintain airway.
10. MVC – Unknown Details	Baseline Vitals, manage uncontrolled bleeds, spinal precautions if required, provide O2 via NRM/BVM if required, CPR, maintain airway.
11. Overdose	Baseline Vitals, Rescue breathing via NRB/BVM, maintain airway and manage breathing until EMS or Police arrive to deliver Naloxone.
12. Stroke/CVA	Baseline Vitals, maintain airway if required, O2 via NRB/BVM if required
13. Trauma- All (blunt, assault, penetrating, wound, farm accident, industrial accident, uncontrolled bleed, burns)	Baseline Vitals, manage uncontrolled bleeds, spinal precautions if required, provide O2 via NRM/BVM if required, CPR, maintain airway.
14. VSA/Cardiac Arrest - All (infant, child, adult)	Baseline Vitals, Perform CPR, rescue breathing, maintain airway, apply AED and defibrillate when prompted.
15. At request of EMS	Paramedics discretion i.e. lift assist, or any delayed response for any medical call they require fire to attend.
16. Farm and Industrial Accidents	Baseline Vitals manage uncontrolled bleeds, spinal precautions, provide O2 via NRM/BVM if required, CPR, maintain airway. May involve extrication from machinery and equipment and may be in a remote location requiring complex removal to an ambulance.

It is important to point out that Paramedics provide a higher authority of medical response and item #15 provides their service the flexibility of activating the Department when they feel it is required and outside of the usual Tiered Response agreement.

Council should be aware that some items removed from the current list are captured in other areas. One example is the removal of Near drowning. The description is vague and subjective. If a person is struggling in the water, a 911 call will activate the department for a water rescue response, once rescued the patient would receive any required medical care.

Should a person be removed from the water prior to a 911 call, their condition would determine if a 911 call were to occur. A conscious patient with an open airway will require EMS and hospital observation but not a Department response, and in most cases a citizen would drive the person(s) to a hospital. An individual removed from the water, that is not breathing will require immediate lifesaving intervention, which the fire department can and will perform as noted in the above chart.

Chest Pain/Heart Problem can represent comorbidity in patience and are not always cardiac related. However, the chances of a cardiac event and pre-arrest are more likely here and worth the department being available to perform life-saving interventions immediately.

Shortness of Breath and Unconscious are two responses that are subjective, contradictory, and vague. Shortness of breath can include anything from indigestion to anxiety and everything in between. Unconscious involves another long list of issues that may not require the departments attendance. These are the group of calls that the department are cancelled or told on arrival they are not required. In fact, as mentioned earlier, these types of calls fall into the 1% range of true-life threatening emergencies. For the department to respond these calls would move on the Tier chart to Chest pain/Heart Problem or VSA where Firefighters can deliver their skills, in an attempt to change patient outcome.

The proposed tiered response Criteria demonstrates a clear ability for the department to administer lifesaving procedures based on our training, Medical Oversight, equipment, and scope of practice. This should help to reduce calls that do not require a fire department response while continuing to maintain our presence at calls requiring immediate assistance and thus providing the most efficient, effective service delivery to the Township residence.

By engaging in this deeper analysis, the Department will reduce unnecessary responses and focus our efforts and training where we are needed most. The additional benefit should be realized in reduced call volumes which will allow these dollars to be redirected to training and necessary equipment.

COVID-19 Anticipated Impacts:

It is valuable to note that our volunteer firefighters will continue to utilize issued COVID protective PPE. When responses screen positive, Firefighters are required to follow a strict decontamination procedure resulting in additional time required to place Firefighters and apparatus back in service.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This recommendation is aligned with the Strategic Plan Core Value of Health and Wellbeing and building a safe Community. The report is consistent with the action of investing in and promoting Public Education, Fire Prevention and Emergency Management for all residents.

FINANCIAL CONSIDERATIONS:

The financial impact of Emergency Call-out on the Wilmot Fire Department is outlined within the annual operating budget, and quarterly reporting to Council. Staffing costs relating to volunteer firefighter response are included within the Fire Services Administration operating budget, while dispatch fees for call notifications are within the operating expenses.

The approved 2021 Municipal Budget includes approximately \$185,000 in staffing costs for Emergency Response activity, and Dispatch Fees represent over \$80,000 of the Fire Service Operating Expenses. In theory, reduced call volumes could result in reductions. As such, staff will monitor the impact of the proposed changes on call volumes and adjust the 2022 operating budget accordingly.

ATTACHMENTS:

Updated Fire Department Establishing and Regulating By-Law 2021-10

**THE CORPORATION OF THE TOWNSHIP OF WILMOT BY-LAW NO. 2021 - 10 BEING A BY-LAW TO
ESTABLISH AND REGULATE A FIRE DEPARTMENT**

Being a bylaw to establish and regulate the fire department and to repeal bylaw NO. 2011-15

WHEREAS Section 9 of the Municipal Act, S.O. 2001, c.25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority under the Act;

AND WHEREAS Section 8 of the Municipal Act, S.O. 2001, c.25, as amended, provides that Section 11 shall be interpreted so as to confer broad authority on municipalities to (a) enable municipalities to govern their affairs as they consider appropriate and (b) enhance their ability to respond to municipal issues;

AND WHEREAS section 2(1) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, as amended requires that every municipality establish a program which must include public education with respect to fire safety and certain components of fire prevention and to provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances;

AND WHEREAS section 5(0.1) of the Fire Protection and Prevention Act, 1997, Section 5(0.1), as amended, permits the Council to establish, maintain and operate a fire department for all or any part of the municipality;

AND WHEREAS section 6 (1) of the Fire Protection and Prevention Act, 1997 states if a fire department is established for the whole or a part of a municipality or for more than one municipality, the council of the municipality or the councils of the municipalities shall appoint a Fire Chief for the fire department;

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

1. Definitions

1.1 In this by-law, including the recital, the following terms shall have the meanings set out below unless the subject matter or context requires another meaning to be ascribed;

- 1) "Acting Captain" means a Volunteer Firefighter in training to become a Captain and appointed by the Fire Chief as determined by the WFD promotional program, may be responsible for an assigned Platoon of Firefighters and/or equipment, deliver training programs and in the absence of a Captain may assume the role of "Acting Captain."
- 2) "Administrative Assistant" means a person whose job is to support the Department by handling administrative tasks such as, but not limited to, data entry, correspondence, filing, and scheduling appointments, inventory management, Emergency Management, Fire Prevention Documents and Training documents.

- 3) "Assembly Occupancy" means the occupancy or the use of a building, or part thereof, by a gathering of persons for civic, political, travel, religious, social, educational, recreational or like purposed or for the consumption of food or drink.
- 4) "Assistant District Chief" means 2nd (second) in command at each fire station and support overall station operations and training and reporting to the District Chief and shall be designated Assistant to the Fire Marshal.
- 5) "Assistant to the Fire Marshal" means the following person(s) are assistants to the Fire Marshal and shall follow the Fire Marshal's directives,
 - (i) the Fire Chief of every Fire Department;
 - (ii) any member of a fire prevention division established by a municipality; and
 - (iii) every person designated by the Fire Marshal as an Assistant to the Fire Marshal.
- 6) "Automatic Aid" means any agreement entered into by two or more municipalities under which one or more municipalities agrees to their Fire Department(s) providing initial response to fire, rescues, and emergencies that may occur within the boundaries of another municipality to: (a) ensure the quickest response time, and/or (b) provide supplemental response.
- 7) "Awareness level" means a level of response to recognize the presence of hazards, identify needed resources, protect responders, notify trained personnel, isolate the area. Additional specialized training, resources and equipment will be required to completely mitigate the emergency.
- 8) "CAO" means; means the Chief Administrative Officer appointed by Council to act as the Chief Administrative Officer for the Township.
- 9) "Captain" means a Company Officer appointed by the Fire Chief, in command of an assigned company or Platoon of Firefighters and/or equipment and shall be designated Assistant to the Fire Marshal.
- 10) "Chief Building Official" means a person appointed by municipal Council responsible for establishing operational policies for the enforcement of the Building Code Act and Building Code and coordinating and overseeing their enforcement.
- 11) "Chief Officer" means an Officer such as the Deputy Chief, District Chief, Assistant District Chief within the department.
- 12) "Company Officer" means a fire Officer, typically an Acting Captain or Captain, who leads a team of two or more firefighters in a tactical company or Platoon.
- 13) "Council" means the Council of the Corporation of the Township of Wilmot.
- 14) "Department" in this Bylaw means the WFD.
- 15) "District Chief" means a volunteer Officer appointed by the Fire Chief to provide leadership and management to the day to day operations of an assigned fire station within a district and shall be designated Assistant to the Fire Marshal.

- 16) “Dry Hydrant” means a non-pressurized pipe system permanently installed in existing lakes, ponds and streams that provides a suction supply of water to the fire department.
- 17) “Fire Chief” means the person appointed by the Council to be the Fire Chief for the Township known as WFD in accordance with the requirements of the FPPA.
- 18) “Fire Code” means the Fire Code established under Part IV of the FPPA.
- 19) “Fire Coordinator” means the person appointed by the Fire Marshal, under the authority of the FPPA.
- 20) “Fire Department” means a group of firefighters authorized to provide fire protection services by a municipality, group of municipalities or by an agreement made under section 3 of the FPPA.
- 21) “Fire Prevention Officer” means an Officer appointed by the Fire Chief to provide fire prevention programs, public education programs and who is designated as an Assistant to the Fire Marshal under subsection 11 (1)(c) of the FPPA and may be referred to as an Inspector.
- 22) “Fire Protection Agreement” is a contract between municipalities, other agencies, individuals, or a company that clearly defines the responsibilities, terms, conditions and all other aspects of the fire services purchased, provided and/or required.
- 23) “Fire Protection Services” may include fire suppression, extrication and rescue, technical rescue, fire prevention, fire safety education, communications and support services, training of persons involved in the provision of Fire Protection Services, rescue and emergency services and the delivery of all those services.
- 24) “FPPA” means the Fire Protection and Prevention Act 1997, S.O. 1997, Chapter 4 as amended, revised, re-enacted and/or consolidated from time to time and any successor statute thereto.
- 25) “Fire Management Team” means the Fire Chief, District Chief’s, Assistant District Chief, Training Officer(s), Fire Prevention Officer(s) and Administrative Assistant.
- 26) “Head of Council” means to act as the Chief Executive Officer of the Township, to preside over Council meetings, provide leadership to Council as the Mayor in the Township of Wilmot.
- 27) “ICI” means an Industrial, Commercial or Institutional building as defined in the FPPA or Ontario Building Code.
- 28) “Limited Services” means a variation of services significantly differentiating from the norm as a result of extenuating circumstances, such as but not limited to, environmental factors, available trained Volunteer Firefighters, obstructions, structural integrity, hostile events, equipment failure, remote properties, and private roadways, lanes and drives.
- 29) “Mutual aid” means a reciprocal, no-fee program in which participating Fire Departments that serve a designated area formally agree to assist each other upon a request for help or cover in the case of a major emergency which requires resources exceeding its day-to-day operations.

- 30) “NFPA” means National Fire Protection Association (NFPA) is an international nonprofit organization devoted to eliminating death, injury, property and economic loss due to fire, electrical and related hazards and the predominate standard used by fire services in North America.
- 31) “Officer” means any Firefighter with the rank of Captain or higher.
- 32) “OFMEM” means Office of the Fire Marshal and Emergency Management.
- 33) “Operations level” means a response level to identify and assess existing and potential conditions, recognize unique hazards, conduct limited operations to minimize negative impact on persons, property or the environment using additional equipment and techniques. Additional specialized training, resources and equipment may be required to completely mitigate the emergency.
- 34) “Platoon” means a complement of personnel operating as a team or group, under the supervision of a Company Officer and assigned station duties, training duties or other assigned duties.
- 35) “Regional Training Centre” means a training facility that has been approved by the OFMEM to deliver NFPA Certificate courses and other approved courses as approved by the Ontario Fire Marshall.
- 36) “Technician level” means a response level to evaluate existing and potential conditions, protect persons, property or the environment, control and mitigate the emergency using specialized training, resources and equipment as provided.
- 37) “Township” means the Corporation of the Township of Wilmot.
- 38) “Training Officer” means an Officer appointed by the Fire Chief to develop, coordinate, implement and evaluate training programs to ensure safety of all Fire Department personnel in accordance with federal, provincial, municipal and department standards.
- 39) “Volunteer Firefighter” means any person employed in, or appointed to the Fire Department, by the Fire Chief and assigned to undertake Fire Protection Services, includes Officers and technicians and means a Firefighter who provides Fire Protection Services either voluntarily or for a nominal consideration, honorarium, training or activity allowance.
- 40) “WFD” means the Wilmot Fire Department.

2. General

2.1 The fire department for The Township of Wilmot is to be known as the Wilmot Fire Department (WFD) and is hereby established and the head of the department shall be known as the Fire Chief.

2.4 The provisions of this by-law are subject to FPPA and all other applicable legislations and bylaws.

3. Composition

3.1 In addition to the Fire Chief, Fire Prevention Officer, Administrative Assistant and Two (2) Part-time Training Officers, department personnel shall maintain 90 Volunteer Firefighters consisting of Chief Officers, Company Officers and Volunteer Firefighters.

3.2 The Department shall be comprised of the following divisions;

- a) Administration
- b) Public Education and Fire Prevention
- c) Training
- d) Fire Suppression
- e) Emergency Management

3.3 The Fire Chief shall be appointed by bylaw by Council.

4. Core Services

4.1 The core services of the Department, as approved by Council on the date this by-law is enacted, shall be those contained in Appendix A.

4.2 Nothing in this bylaw will restrict the Department or limit the provision of Fire Protection Services to the Township where those responsibilities are that of the Department's.

4.3 Limited Services may be provided by the Department as deemed necessary by the Fire Chief.

4.4 The Township shall accept no liability for the provision of a Limited Service by the Fire Department as reasonably necessary.

5. Responsibilities & Authority of Fire Chief

5.1 The Fire Chief is ultimately responsible to Council, reporting through the CAO for proper administration and operation of the Department including the provision of fire protection services.

5.2 The Fire Chief shall exercise all powers and duties mandated by the FPPA and any applicable legislation, bylaws or regulations.

5.3 The Fire Chief shall be a fully contributing member of the Township's Senior Management Team.

5.4 The Fire Chief shall implement departmental policies and shall develop and implement such safe operating procedures, general orders, departmental rules and regulations and take such other measures as may be considered necessary for the proper administration and effective and efficient operation of the department, without restricting the generality of the following:

- a) For the health and safety of all Department personnel;
- b) For the care and protection of all Department equipment, vehicles and facilities;

- c) For arranging the provision and allotment of strategic staffing and proper facilities, apparatus, equipment, materials, services and supplies for the Department;
- d) For arranging and implementation of Automatic Aid, Mutual Aid, Fire Protection Agreements and other negotiated fire protection and emergency service agreements within the borders of the Township and/or within the municipal borders of adjoining municipalities;
- e) For determining and establishing the qualifications and criteria for employment or appointment and the duties of all personnel for all divisions of the Department;
- f) For the conduct and discipline of personnel within the Department;
- g) For researching, recommending and upon approval, implementing and maintaining approved Fire Protection services;
- h) Fire Chief will be the Community Emergency Management Coordinator (CEMC), as defined in the Emergency Management and Civil Protecting Act, R.S.O. 1990 c. E.9, for the Township, and may delegate appropriately trained personnel in the preparation, implementation and maintenance of any emergency plans, organizations, services or measures established or to be established by the Township;
- i) For reporting to the appropriate crown attorney, other prosecutor, Office of the Fire Marshal investigator, law enforcement officer(s) or other officer(s) the facts upon the evidence in any case in which there is reason to believe that a fire has been the result of criminal intent or negligence or in which there is reason to believe an offence has been committed under the FPPA;
- j) For keeping an accurate record, utilizing a suitable records management system, of all fires, rescues and emergencies responded to by the Department and reporting of same to the Office of the Fire Marshal;
- k) For keeping such other records as may be required by Council, the Township and the FPPA;
- l) For preparing and presenting the annual budget estimates of the Department to the CAO and Council and for exercising control over the budget as approved for the Department;
- m) Responsible for the administration and enforcement of all general orders, Governance Policies, procedures, rules and regulations of the department made under this bylaw and revise or terminate any of them as the Fire Chief considers appropriate and as approved by Council, where appropriate.
- n) The Fire Chief may utilize such personnel of the department as the Fire Chief may determine, from time to time, to assist in the performance of his/her duties and/or perform the requirements of the role of a designate.

5.5 The Fire Chief is responsible for the administration and enforcement of this bylaw and for the enforcement of any other bylaws of the Township respecting Fire Protection Services, review periodically such bylaws, including this bylaw, and recommend to Council such amendments as the Fire Chief deems appropriate.

5.6 The Fire Chief shall have all powers, rights and duties assigned to a Fire Chief under the FPPA including, without limitation, the authority to enforce compliance with the Fire Code and to delegate their powers or duties in accordance with Section 6.(6) of the Act to any Firefighter or class of Firefighters. Further, the Fire Chief shall be afforded the ability to take all proper measures

for the prevention, control and extinguishment of fires and for the protection of life and property and shall be able to enforce all Township bylaws respecting fire prevention.

5.7 The Fire Chief shall take all proper measures for the prevention, control and extinguishment of fires and the protection of life and property and shall exercise all powers mandated by the FPPA and the Fire Chief shall be empowered to authorize:

- a) pulling down or demolishing any building or structure to prevent the spread of fire or protect the safety of the public or member;
- b) performing all necessary actions which may include boarding up or barricading of buildings or property to guard against fire or other danger, risk or accident and to generally make “safe” an incident or real or personal property when necessary or unable to contact the property owner;
- c) retaining a private contractor, rent special equipment not normally carried on a fire apparatus or use more materials that are carried on a fire apparatus in order to suppress or extinguish a fire, preserve real or personal property, prevent a fire from spreading, control and eliminate an emergency, assist in or otherwise conduct fire cause investigation or determination, or otherwise carry out the duties and functions of the Department; and
- d) recovery of expenses incurred by such necessary actions for the Township in the manner provided through the Townships Schedule of Fees and Charge Bylaw, Municipal Act, 2001 and FPPA, as amended.

5.8 The Department shall not respond to a call with respect to a fire or emergency outside the limits of the Township except with respect to a fire or emergency:

- a) that, in the opinion of the Fire Chief, or designate, threatens property in the Township or property situated outside the Township that is owned or occupied by the Township;
- b) in a municipality with which an approved agreement has been entered into to provide Fire Protection Services which may include Automatic Aid and/or Mutual Aid;
- c) on property with which an approved agreement has been entered into with any person or corporation to provide Fire Protection Services;
- d) at the discretion of the Fire Chief, to a municipality authorized to participate in any county, district or regional Mutual Aid plan established by a Fire Coordinator appointed by the Fire Marshal or any other similar reciprocal plan or program;
- e) on property beyond the Township boundary where the Fire Chief, or designate, determines immediate action is necessary to preserve life or property and the appropriate municipality’s fire service is notified to respond and assume command or establish alternative measures, acceptable to the Fire Chief, or designate; or
- f) response due to a request for special assistance as required through a declaration of a provincial or federal emergency and such request has been approved.

5.9 The Fire Chief shall appoint an Acting Fire Chief in their absence and the appointee shall have all the powers and may perform the duties of the Fire Chief.

5.10 The Department shall maintain an apparatus and equipment maintenance schedule to ensure fire vehicles and equipment are maintained in serviceable condition, meet NFPA Standards, Fire Underwriters Survey Standards, provincial law, recognized safety standards and have repairs

performed by qualified Emergency Vehicle Technicians (EVT), Licensed Mechanics or any other qualified agency(s) or skilled people as required.

6. Administration and Recovery of Costs – Additional Expenses

In addition to the Recovery of Costs provisions in Part VIII of FPPA, additional fees and charges may be collected as per the Township Schedule of Fees and Charges Bylaw as amended and;

6.3 The Fire Chief may require the owner of the property or the person having control of the property within or outside the Township to pay costs or fees for false fire alarms or other administrative services provided to them. Invoicing for costs or fees recovery will be conducted in accordance with the Townships Schedule of Fees and Charges Bylaw as amended.

6.4 When a Department response to a fire or emergency incident occurs and the Fire Chief or designate determines that it is necessary to incur additional expenses, retain a private contractor, rent special equipment not normally carried on a fire apparatus or use more materials than are carried on a fire apparatus in order to suppress or extinguish a fire, preserve property, prevent damage to equipment owned by or contracted to the Township, assist in or otherwise conduct fire cause investigation or determination or otherwise carry out the duties and functions of the Department and/or to generally make “safe” an incident or personal or real property, the owner of the property or the person having control of the property within or outside the Township requiring or causing the need for additional service or expense shall be charged the full costs to provide the additional service including all applicable taxes in accordance with the Township’s bylaws.

6.5 In this bylaw, property shall mean personal and real property.

7. Public Education and Fire Prevention Division

7.1 Fire prevention is mandated by the FPPA. The Department as a minimum shall respond to complaints and requests for inspections and a community smoke alarm program. The Department administers a proactive Public Education and Fire Inspection program as outlined in Appendix “B” Public Education and Fire Prevention Policy.

7.2 Company Officers and Firefighters may be delegated to have Chief Fire Official Approval Authority with respect to the Ontario Fire Code Regulations as listed below, pursuant to Article 6.6. of the Fire Protection and Prevention Act, (FPPA) which states:

- a) The Fire Chief hereby delegates his/her powers or duties under sections 13, 14, 15, and 19 and such other powers and duties as may be prescribed to any firefighter or class of firefighters, subject to such limitations, restrictions or conditions as may be prescribed or set out in the delegation. 1997, c. 4, s. 6.
 - a) Section 13 – permits firefighters entry on to lands where fire has occurred or is likely to occur.

7.3 For greater certainty, the Fire Chief specifically delegates his/her authority under sections 13, 14, 15, and 19 to the Fire Prevention Officer(s), District Chief(s), and Assistant District Chief(s).

- a) Section 14 - deals with entry on to lands where fire has occurred or is likely to occur.
- b) Section 19 - deals with the powers for inspection.
- c) Section 20 - deals with obtaining a warrant to enter lands where entry has been refused.

7.4 The following list of items may be delegated;

- a) Fire Safety Plans
- b) Records of Fire Safety Maintenance
- c) Inspection Orders
- d) Entry on to Lands for the Purpose of Fire Suppression or Investigation
- e) Fire Investigations
- f) Burning Bylaw
- g) Fire Route Bylaw
- h) Alternate Fire Safety Measures – i.e., fire watch

8. Training Division

8.1 The Department is responsible to ensure its personnel is properly trained to perform the duties upon which they may be called. The Training division is responsible for administering, arranging, research, development and delivery of training programs required by the Department under the direction of the Fire Chief.

8.2 The Training Officer(s) is responsible for carrying out, or delegating in total, or in part, conduct, facilitate and participate in training at fire stations or other approved sites and keep clear and concise records of said training, and;

- a) Establish Department Training Program based on the Council approved “Core Services” found in Appendix A, and under the direction of the Fire Chief and the Fire Management Team.
- b) Evaluate, recommend and implement new equipment and/or procedures and remain current with industry standards and emerging trends as approved by the Fire Chief.
- c) Identify, evaluate and recommend solutions to deficiencies in Fire Protection Services to the Fire Chief.
- d) Emergency response as Incident Safety Officer and/or Accountability Officer.
- e) All training will comply with the Occupational Health & Safety Act, Section 21 Guidance Documents and applicable provincial and federal legislation and regulations.
- f) Shall utilize NFPA Standards or other accepted, recognized or Best Practice Standards as directed by the Fire Marshall of Ontario and other related industry training standards and reference materials may be used for the Department training as approved by the Fire Chief.

- g) Prepare and submit to the Fire Chief, quarterly reports, annual reports or any other reports deemed necessary by the Fire Chief and maintain the Council approved annual budget of the Division of Training.

9. Emergency Management

The Emergency Management and Civil Protection Act, R.S.O. 1990, c.E.9 and (the “Act”) Ontario Regulation 380/04 (the “Reg”) every municipality in the Province of Ontario is required to develop and implement an emergency management program as identified in Appendix “C”.

10. Conflict

10.1 Where this bylaw may conflict with another bylaw of the Township, this bylaw shall supersede and prevail over that other bylaw to the extent of the conflict.

11. Short Title

11.1 This bylaw shall be known as the “Wilmot Fire Department Establishing and Regulating Bylaw”.

12. Penalty

12.1 Any person who violates any provisions of this bylaw is, upon conviction, guilty of an offence and shall be liable to a fine, in accordance with the provisions of the Provincial Offences Act, R.S.O. 1990, c. O.33, as amended.

13. Repeal of By-laws

13.1 Bylaw No. 2011-15 is hereby repealed.

14. Effect

14.1 This bylaw shall come into force and effect on the day it is passed.

Enacted and passed this ____22____ day of _____February, 2021.

APPENDIX “A” CORE SERVICES

Fire Suppression

The Department protection area covers approximately two hundred and sixty-four (264) square kilometers. Department response to some areas may exceed fifteen (15) minutes due to the travel distance from the relevant station(s). Weather conditions, staffing, traffic, and other factors will be a major factor in response times in rural areas and will lead to Limited Services. The Township of Wilmot has fire protection and Automatic Aid agreements in place to assist remote response areas that may contribute to a more effective service delivery.

Factors Affecting Effectiveness and Response for Fire Suppression Operations Areas without Municipal Water Supply

- Vast areas of the Township do not have municipal water supply or readily available water supplies.
- Municipal water supply in some urban areas may not have adequate flow volumes to supply Department pumping apparatus.
- In areas without Municipal water supply the Department will respond with water tankers.
- WFD maintains Superior Tanker Shuttle accreditation, as tested, and approved by an approved inspection authority.

Rural Firefighting Operations

- Areas outside of a 3-kilometer radius of a fire station.
- Unlikely to have municipal water supply.
- Due to Limited Services, anticipate increased response times and reduced fire suppression effectiveness.

Structure, Wildland and Vehicle Fires

- a) Offensive interior search and rescue with fire containment operations to affect rescue of trapped persons when staffing, fire conditions and building integrity permit entry.
- b) Offensive interior fire control and extinguishment operations to prevent further loss when staffing, fire conditions and building integrity permit entry.
- c) Defensive exterior fire suppression operations to reduce loss to surrounding area when there is insufficient staffing, severe fire conditions and/or structural instability which prohibits entry.

Other Emergencies

- a) Explosions and deflagrations involving over-pressurizations, chemicals, and flammable gases.
- b) General fire alarm conditions and specific fire alarm(s), water flow alarm(s), smoke alarm(s) and carbon monoxide alarm(s) activations.
- c) Complaints or prohibited open-air burning.
- d) Uncontrolled burning of grass, brush, agricultural materials and refuse containers.
- e) Vehicle firefighting on Township and Regional roads, highways, laneways, parking lots, garages and other private or public properties.

- f) Isolation and/or mitigation of public hazards such as, but not limited to downed electrical wires, flooding, evacuations, unknown and noxious odors.

Tiered Medical Response:

WFD will participate and maintain all necessary training, training equipment and medical response equipment to deliver skills as per the Region of Waterloo Tiered Medical Response criteria found in *Chart 1 – Tiered Response Criteria for Ambulance Communications Centre and Region of Waterloo Paramedic Services*.

WFD will maintain a Medical Oversight Program with an approved Licensed Medical Doctor(s) and further, maintain all necessary training, training equipment and medical equipment to deliver the skills as directed by the Medical Oversight Program Directives.

Note: If EMS determines their service will be delayed by 10 minutes or more, tiered response will be immediately activated, and fire services will attend as identified.

MEDICAL EMERGENCY	FIREFIGHTER INTERVENTION
1. Allergic Reaction	Baseline Vitals, maintain airway, O2 via NRB/BVM, carry and deliver epinephrine based on Red Cross Standards and under the guidance of Medical Oversight Program
2. Choking- All (infant, child, adult)	Baseline Vitals, perform rescue procedures to clear obstruction, maintain airway and perform CPR if required
3. Chest Pain/Heart Problem	Baseline Vitals, O2 via NRB/BVM, maintain airway and defibrillate if required
4. Electrocution	Baseline Vitals, Perform CPR, rescue breathing, maintain airway, apply AED and defibrillate when prompted may require spinal precautions.
5. Environmental Exposure - Heat	Baseline Vitals, Active Cooling -Ice Packs, O2 if deemed necessary, possible rescue from a remote location
6. Environmental Exposure - Cold	Baseline Vitals, Active Heating – Blankets, O2 if deemed necessary, possible rescue from a remote location
7. MVC – Enclosed Seating	Baseline Vitals, manage uncontrolled bleeds, spinal precautions if required, provide O2 via NRM/BVM if required, CPR, maintain airway, vehicle stabilization, patient extrication
8. MVC – Exposed Seating	Baseline Vitals, manage uncontrolled bleeds, spinal precautions if required, provide O2 via NRM/BVM if required, CPR, maintain airway,

	possible rescue from a remote location, vehicle stabilization, patient extrication
9. MVCs- Person(s) Struck	Baseline Vitals, manage uncontrolled bleeds, spinal precautions if required, provide O2 via NRM/BVM if required, CPR, maintain airway
10. MVC – Unknown Details	Baseline Vitals, manage uncontrolled bleeds, spinal precautions if required, provide O2 via NRM/BVM if required, CPR, maintain airway, vehicle stabilization, patient extrication
11. Overdose	Baseline Vitals, Rescue breathing via NRB/BVM, maintain airway and manage breathing until EMS or Police arrive to deliver Naloxone.
12. Stroke/CVA	Baseline Vitals, maintain airway if required, O2 via NRB/BVM if required
13. Trauma- All (blunt, assault, penetrating, wound, farm accident, industrial accident, uncontrolled bleed, burns)	Baseline Vitals, manage uncontrolled bleeds, spinal precautions if required, provide O2 via NRM/BVM if required, CPR, maintain airway
14. VSA/Cardiac Arrest - All (infant, child, adult)	Baseline Vitals, Perform CPR, rescue breathing, maintain airway, apply AED and defibrillate when prompted
15. At request of EMS	Paramedics discretion i.e. lift assist, or any delayed response for any medical call they require fire to attend
16. Farm and Industrial Accidents	Baseline Vitals manage uncontrolled bleeds, spinal precautions, provide O2 via NRM/BVM if required, CPR, maintain airway. May involve extrication from machinery and equipment and may be in a remote location requiring complex removal to an ambulance.

Other Emergency Responses:

Motor Vehicle Accidents

- Patient extrication using hydraulics, battery and electric-powered equipment, air bags, cribbing, struts and various hand tools to gain access to and extricate entrapped or entangled persons from industrial machinery, agricultural equipment and vehicles such as automobiles, trucks, buses, aircraft, passenger trains.
- Personnel trained to NFPA 1001 Standard for Firefighter Professional Qualifications and NFPA 1006, Chapter 8 Vehicle Rescue.
- Traffic control in the absence of police or as directed by police and when required to maintain a safe work area for emergency responders.
- Scene stabilization and patient care.

- Transportation incidents involving trains, aircraft and watercraft requiring scene stabilization, hazard mitigation or environmental protection and activating any or all necessary allied agencies to assist.
- When conditions and equipment permit, control leaks and spills onto/into the environment.

Remote Extrication

- To assist police and/or EMS in the search/extrication of patients from trails or remote locations.
- Typical patients include hikers, bikers, skiers, horseback riders, snowshoeing, climbers.
- Respond on foot where ATV/RTV access is not possible and limited by terrain and weather conditions.

Farm Accidents

- Responding to remote areas, roll overs, entanglements, confined space, and/or silos.
- Using hand tools, heavy hydraulics, and/or air bags as required.
- Personnel trained to NFPA 1001 Standard for Firefighter Professional Qualifications.
- Technician level response will be provided by Kitchener Fire Department as and when requested by WFD.

Industrial Accidents

- Responding to entanglements, electrical hazards, and/or chemical hazards.
- Using hand tools, heavy hydraulics, and/or air bags as required.
- Personnel trained to NFPA 1001 Standard for Firefighter Professional Qualifications and NFPA 1006 Chapter 12 Machinery Rescue Awareness Level.
- Technician level response will be provided by Kitchener Fire Department as and when requested by WFD.

Rope Rescue:

Confined Space Rescue

- NFPA 1006 Chapter 7 Confined Space Rescue at the Awareness Level.
- Technician level response will be provided by Kitchener Fire Department as and when requested by WFD.

Low Angle Rescue (Flat land or mild sloping surface)

- Used to perform patient extraction or stabilization i.e. vehicle accidents, farm accidents.
- Rescue provided using hand tools, ropes, and/or pulley systems.
- Personnel training to NFPA 1006 Standard for Technical Rescuer Professional Qualifications Chapter 5 Rope Rescue Operations Level;
- Technician level response will be provided by Kitchener Fire Department as and when requested by WFD.

Water Rescue:

Floodwater

- Technician Level response.
- Firefighter support crews will be trained to Floodwater Chapter 23 *Operations* Rescuer Professional Qualifications.
- Personnel trained to NFPA 1006 Standard for Technical Rescuer Professional Qualifications Chapter 23 Floodwater Rescue.

Swift Water

- Shore based response wearing PFD's and using throw bags and/or reach pole(s).
- Personnel training to NFPA 1006 Standard for Technical Rescuer Professional Qualifications Chapter 17 Swiftwater Search and Rescue Operations Level.
- Technical Rescue will be provided by Kitchener Fire Department as and when requested by WFD.

Ice Rescue

- Technician Level response.
- Firefighter support crews will be trained to NFPA Ice Rescue Chapter 19 Operations Rescuer Professional Qualifications.
- Personnel training to NFPA 1006 Standard for Technical Rescuer Professional Qualifications Chapter 19 Ice Rescue Technician Level.

Surface Water

- Technician level response.
- Firefighter support crews will be trained to NFPA Surface Water Chapter 16 Operations Rescuer Professional Qualifications.
- Personnel trained to NFPA 1006 Standard for Technical Rescuer Professional Qualifications Chapter 16 Surface Water Rescue Technician Level.

Services Requiring Outside Agencies:

Structural Collapse Rescue

- Personnel trained to Awareness Level.
- WFD shall provide support and assistance to the responding agency.
- Technician level response will be provided by Kitchener Fire Department as and when requested by WFD.

Trench Rescue

- Personnel trained to Awareness Level.
- WFD shall provide support and assistance to the responding agency.
- Technician level response will be provided by Kitchener Fire Department as and when requested by WFD.

Hazardous Materials

- Personnel trained to Awareness Level.

- WFD shall provide support and assistance to the responding agency.
- Technician level response will be provided by Kitchener Fire Department as and when requested by WFD.

Large Animal Rescue

- Personnel trained to NFPA 1006 Standard for Technical Rescuer Professional Qualifications Chapter 9 Animal Awareness Level.
- Includes responses to farm properties and roadways.
- As requested by outside agencies (police services, EMS);
- Liaise with SPCA, Police Services, Farm Animal Rescue Ontario or other appropriate agency, dependent on needs and circumstances.

Elevator Rescue

- Personnel trained to Awareness level only.
- As requested by outside agencies (Delta Elevators, Thyssen Elevators).
- Elevator Service Contractor to be contacted.

APPENDIX “B”

PUBLIC EDUCATION AND FIRE PREVENTION POLICY

Policy Statement

This fire prevention policy has been reviewed and approved by Township Council and is applicable in its entirety for the whole of the Township.

The fire service is regulated in Ontario through provincial legislation that includes the Fire Protection and Prevention Act (FPPA), 1997, S.O. 1997. Part II of the FPPA states that:

- 2.1(1) every municipality shall,
- a) Establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention; and
 - b) Provide such other Fire Protection Services as it determines may be necessary in accordance with its needs and circumstances.

WFD is committed to safely protecting life, property and the environment through the strategic and professional delivery of Public Education, Fire Prevention and Emergency Response.

Public Fire Safety Education

Public Education is a legislative requirement under the FPPA. It is the 1st of the 3 lines of defence (Public Education, Prevention and Fire Suppression).

Education initiatives shall be delivered by WFD utilizing, but not limited to, the following best practice and recognized methods:

- Fire prevention awareness and educational programs delivered to the community, including all demographics and utilize all available media outlets and resources.
- The Department will make fire prevention information, pamphlets and literature available to the public and on request.
- Provide general fire and life safety awareness which promote a safe community on such topics as:
 - smoke alarms,
 - home escape planning,
 - cooking,
 - smoking,
 - candles,
 - alcohol,
 - heating safety, and
 - carbon monoxide detectors.
- Provide targeted fire and life safety education programs to specific audiences such as students, seniors, tenants and vulnerable occupants.
- The Department may take part in public events, fairs, festivals or any appropriate event by staging fire safety displays, emergency or disaster preparedness and providing educational information and will include Fire Prevention Week and Emergency Management Week.

- When available, props may be provided to enhance fire education such as, but not limited to, a Fire Safety Education Trailer.
- Participate in arson prevention programs for children and collaborate with law enforcement and mental health professionals to work with children, teens and their families.
- Deliver fire extinguisher training for the general public and businesses.

Smoke and CO Alarm Program:

The Department will conduct a Smoke and CO Alarm Program on an annual basis with the goal of reducing deaths and injuries due to fire and carbon monoxide exposure.

Community Risk Assessment:

The Risk Assessment shall be reviewed and revised annually and as per O. Reg 378/18 will be renewed using a third-party consultant every 5 years.

Detailed reports of public fire education and fire prevention activities shall be provided to the Fire Chief, utilizing the Department Records management system on a continuous basis to assist in the analysis and preparation for the Department reports to Council.

Fire Code Enforcement:

In accordance with this bylaw, Department personnel are not appointed building inspectors pursuant to subsection 2 of Section 3 of the Ontario Building Code Act 2012. Issues as they relate to the Ontario Building Code for new construction and/or alterations to existing buildings shall be referred to the CBO.

Perform fire and life safety inspections, including inspections upon complaint or request and as required by the FPPA and for the purposes of this bylaw, will include the following:

- Compliance issues which reference the Ontario Building Code through the Ontario Fire Code shall be addressed in consultation with the CBO;
- The Fire Prevention Division will review and provide comments on Planning Act applications when circulated by the Development Services Department;
- The Fire Prevention Division will collaborate with the CBO and the Building Division on the technical review (plans review) of Residential Group C, Mid Rise(4+ stories) or High Rise(6+) buildings or complex buildings, with respect to fire and life safety requirements that follow the Ontario Fire Code, NFPA or any other codes or legislation applicable to fire and life safety, and may include:
 - Fire safety plans
 - Firefighter safety
 - smoke and fire alarm systems
 - automatic fire sprinkler systems
 - emergency power systems
 - emergency lighting systems
 - exiting and occupant load
 - hose and standpipe systems
 - hazardous processes/operations and protection
 - smoke control systems
 - kitchen suppression systems; and,

- water supply reservoirs and dry hydrants.
- CBO may collaborate with the fire prevention division prior to ICI building occupancy, to ensure proper placement of fire extinguishers and fire safety plan development.
- Prior to granting occupancy of ICI buildings, the CBO may arrange with the fire prevention division to conduct a final walk thru on such ICI buildings that has fire protection systems or may have an impact on Firefighter safety.
- CBO will advise the Department when building occupancy has been granted and/or building permits close on ICI buildings that has fire protection systems or may have an impact on Firefighter safety.
- To ensure accurate records for the maintenance of fire systems within buildings after occupancy has been granted, CBO will provide access to all installation, test and verification reports of Fire and Life Safety Protection Systems to the Department upon completion of the project or occupancy of the building.

Retrofit:

- When conducting inspections that may involve retrofit requirements, the Department will take a pro-active approach to notifying any/all property owners whose property is governed under the Ontario Fire Code Retrofit legislation.
- The Department will inspect any properties governed by FPPA Part 9 retrofit legislation as requested by the property owner to ensure compliance and advise the owners in writing of their compliance requirements.
- The building owner will be required to consult with the CBO where OBC requirements are identified to comply with the Ontario Fire Code.
- The fire prevention division shall advise the CBO accordingly and provide a copy of the any orders issued on the building(s).

Fire Code Enforcement:

- The Department shall enforce the Ontario Fire Code in accordance with Part VII of the FPPA, where building owners fail to comply with requirements of the Act or the regulations and may include the following requirements:
 - inspections to Fire Code compliance – all classes of buildings;
 - assistants to the Fire Marshal for FPPA actions or Fire Marshal's Orders;
 - bylaw enforcement – specific to fire related matters;
 - reports;
 - court preparation;
 - evidence – crown briefs;
 - pre and post court inspections;
 - prosecution and court attendance;
 - follow-up after court;
 - witness statements; or
 - title search.

Ontario Fire Code References to the Ontario Building Code:

Where the Ontario Fire Code references the Ontario Building Code for compliance requirements, the following shall apply:

- The CBO shall be notified in writing by the Fire Prevention Division, of the circumstances, and be provided with a copy of the order which has been issued to the building owner.
- The Fire Prevention Division shall direct the building owner to the Development Services Department for all issues relating to the OBC, Planning Act requirements and related permits.
- The CBO shall keep the Fire Prevention Division informed of project status and approvals and once all requirements have been satisfied to permit closure of the file(s).

Fire Investigation and Cause Determination:

Under clause 9.(2)(a) of the FPPA, it is the duty of the Ontario Fire Marshal to investigate the cause, origin and circumstances of any fire or of any explosion or condition that in the opinion of the Fire Marshal might have caused a fire, explosion, loss of life or damage to property.

As an Assistant to the Fire Marshal the Fire Chief and the Fire Prevention Officer is charged with ensuring this task is completed in the Township of Wilmot.

- The Department will investigate all fires within its' responding area with the intent to determine cause for the purposes of reporting and developing public education programs accordingly.
- The Department will have a minimum to two (2) qualified fire investigators.
- The Ontario Fire Marshal Office (OFMEM) shall be notified to investigate fire scenes in accordance with OFMEM Guidelines.
- Waterloo Regional Police Services will be notified if, at any time, fire crews determine possible criminal activity, loss of life or require assistance.
- Buildings damaged by fire or found to have structural damage, unsafe for human occupancy, will be reported to the CBO or designate when time permits by the Department. To ensure the CBO or designate can assess the building for structural integrity or unsafe condition and take appropriate action regarding public or occupant safety.
- Duties of the fire inspector may include the following:
 - fire Investigation – Cause and Origin;
 - scene examination;
 - witness statements;
 - title search;
 - compile report;
 - determine action – lay charges if applicable;
 - court prep, if applicable;
 - liaison – police services, OFMEM, insurance companies, ESA, TSSA, arson investigation and coordinate counselling services;
 - post fire cause and origin interviews;
 - cause actions;
 - counselling;
 - victim assist;
 - report preparation; and/or
 - training or educational opportunities ie: after the fire campaign.

Investigation and follow-up shall be conducted at all fire related incidents which involve public occupancies, including:

- all structure fires;

- fire related matters within Township owned buildings, such as alarms, complaints, fires, investigations;
- fire alarms, water flow alarms or any other fire related matters; and,
- false alarms involving schools, nursing homes, and any building sending numerous false alarms.

Fire Loss Statistics:

- Fire loss statistics will be gathered, analyzed and reported to the OFMEM and used in the development of future fire prevention/education programs.

Change of Ownership or Occupancy Use:

- Change of ownership inspections shall be conducted when requested by the purchaser or purchasers, or purchaser's solicitor, only where permission has been granted in writing from the owner(s) or the owner's agent. A fee shall be imposed for such inspections in accordance with the Township Schedule of Fees and Charges Bylaw.
- With any change of occupancy or use – inspections shall be conducted in conjunction with and in consultation with the CBO to ensure all relevant codes and regulations comply. The Ontario Building Code states that: changes in use of a building, or part of a building that constitute an increased hazard may require the issuance of a building permit.

Fees for Services & Information:

Fees will be charged as per the Township Schedule of Fees and Charges Bylaw and will be available on the Township of Wilmot website, or through the Department office.

Fire Inspection Frequency Objectives:

Fire Inspections shall be conducted on a managed scheduled basis where circumstance and resources allow and using the following guidelines:

- Circumstances may warrant deviation from the schedule from time to time based on staff availability and workload requirements.
- Priority shall be given to "life-safety" items and complaints from occupancies that have sleeping accommodations.
- All inspections with the Township will follow Table 1: Frequency Chart.
- All public indoor and outdoor events such as fairs, carnivals, on Township property, streets or roads and will include fireworks display, festivals, including food trucks and vendors and any form of burning or cooking shall be inspected prior to the commencement of their event for public fire safety issues.

Any mobile food vehicles shall be required to apply for a Refreshment Vehicle License (Fire Department requirements are addressed within this process) or food vendors using LPG fuel for cooking are required to submit all applicable reports to the fire prevention division a minimum of two weeks prior to the event. Any fee(s) for the Fire Safety Inspection(s) will be covered by event organizers as per the Township Schedule of Fees and Charges Bylaw.

Table 1: Frequency Chart

TYPE OF OCCUPANCY

ASSEMBLY

Schools & Churches	Annually
Nursery / Day Care facilities	Annually
Licensed premises	Annually
Unlicensed premises	Annually
Others	Annually

INSTITUTIONAL

Hospitals	Annually
Nursing homes	Annually
Homes for Special Care	Annually prior to licensing

COMMERCIAL & BUSINESS

Mercantile	Every third year
Comprehensive mercantile	Every third year
Business/personal services	Upon request/complaint or deemed required by the fire prevention division

INDUSTRIAL

Factories / Complexes	Every other year
Industrial malls	Every other year

RESIDENTIAL

Apartments – 6 units or more	Annually
Single family duplexes and apartments up to 6 units	Upon request or complaint or deemed required by the fire prevention division
Home inspection program	Voluntary – every third year
Boarding/lodging houses/B & B's	Annually

Open Air Burn Permits:

Not Permitted:

- Open air burning is NOT permitted within the Township without the express approval of the Fire Chief in accordance with the Ontario Fire Code Division B Sentence 2.4.4 4 (1) and under permit.

Permitted:

- Open burning may be approved in accordance with the restrictions as set out in Bylaw 2004-42 and/or any superseding bylaw regarding open burning.
- The fire prevention division issues burn permits. When a burn permit is requested, the division approves the proposed fire area to ensure all the requirements of the bylaw are met.

Special Occasion Permits:

The fire prevention division is required to review special occasion permits by ensuring that buildings being used for an event are:

- fire safe;
- any cooking activities or heating is approved;
- an appropriate occupant load;
- tents have proper flame-retardant materials and certified;
- fire extinguishers or Fire Safety Plans when required; and,
- CBO is notified when tents exceed 60 sq. metres (645 sq. ft.) or a group of tents are closer than 3m apart to obtain a building permit as required by the OBC.

Liquor License Approvals:

- The fire prevention division shall participate in all requests to set the occupant load for establishments that are applying for a liquor license, following the provisions set out in both the Ontario Building Code and the Ontario Fire Code.

APPENDIX “C”

EMERGENCY MANAGEMENT

The Emergency Management and Civil Protection Act, R.S.O. 1990, c.E.9 and (the “Act”) Ontario Regulation 380/04 (the “Reg”) every municipality in the Province of Ontario is required to develop and implement an emergency management program, which shall consist of:

- an Emergency Plan;
- training programs and exercises for employees of the Township and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
- public education on risks to public safety and on public preparedness for emergencies;
- other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario;
- designate an employee of the Township or a member of the Council as its Emergency Management Program Coordinator;
- establish an Emergency Management Program Committee:
- establish an Emergency Control Group;
- establish an Emergency Operations Centre to be used by the Township’s Emergency Control Group in an emergency; and
- designate an employee of the Township as its Emergency Information Officer;

The Emergency Management Program for the Township will be developed, maintained and delivered by the WFD. The CEMC, and alternates, of the Township will prepare and review all requirements and provide annually, at minimum, to the Emergency Management Program Committee all legislated requirements consistent with, and in accordance with the Act, regulations and best practices, including the components of emergency management, namely, prevention, mitigation, preparedness, response and recovery, and such program shall include:

- **PREVENTION/MITIGATION:** Actions taken to reduce or eliminate the effects of an emergency or disaster.
- **PREPAREDNESS:** Actions taken prior to an emergency or disaster to ensure an effective response. These actions include development of an Emergency Response Plan, a business continuity plan(s), training, exercises and public awareness and education.
- **RESPONSE:** Actions taken to respond to an emergency or disaster.
- **RECOVERY:** Actions taken to recover from an emergency or disaster.

To achieve annual compliance with the Act, Emergency Management Ontario requires these minimum essential requirements. The CEMC and alternates will at minimum follow this guidance:

- Designate a Community Emergency Management Coordinator (CEMC).
- Provide and maintain approved and mandated training to the CEMC and Alternate(s).
- Establish an Emergency Management Program Committee.
- Designate a Chairperson of the Emergency Management Program Committee.
- Bylaw adopting an Emergency Management program.

- Annual review of Community Risk Profile.
- Establish an Emergency Response Plan.
- Designate an Emergency Operation Centre (EOC) and alternate.
- Ensure that the EOC has appropriate communications, equipment, back-up power capability or any things that are required to operate the centre(s).
- Annual review of the Townships Critical Infrastructure.
- Conduct annual training to the Emergency Management Program Committee and their alternates and support staff.
- Conduct an annual exercise for the Emergency Management Program Committee and their alternates and support staff.
- Designate a person to act as the Emergency Information Officer.
- Provide a Public Education Program.
- Conduct annual review of Emergency Management Program.
- Develop and deliver appropriate emergency preparedness information.
- Media relations – non-emergency.
- Council of the Township shall provide all necessary funds, as recommended by the Township Emergency Management Program Committee and CAO, and identify said funds in the Township annual budget process.
- The CEMC is authorized to make such administrative changes to the Emergency Management Plan as appropriate to keep the Plan current, such as personnel, organization and contact information updates.
- Any revisions that materially change the body of the Emergency Management Plan shall be presented to Council for approval as required by the Act.

TOWNSHIP OF WILMOT

BY-LAW NO. 2021-008

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, the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this By-law, are hereby removed from Zone 10(H)(R)(f) (Industrial) and Zone 1 (Agricultural) and placed within Zone 10 (Industrial) and Zone 10a (Light Industrial).
2. Notwithstanding the provisions of By-law 83-38, as amended, on the lands described on Schedule "A" and illustrated as Zone 10 on Schedule "B" attached to and forming part of this By-law:
 - a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
 - b) outdoor storage shall only be permitted accessory to a permitted use and provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.
3. Notwithstanding the provisions of By-law 83-38, as amended, on the lands described on Schedule "A" and illustrated as Zone 10a on Schedule "B" attached to and forming part of this By-law:
 - a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
 - iv) light fabricating, assembly or manufacturing
 - v) trade school
 - vi) veterinary clinic
 - vii) motor vehicles sales, service and repair
 - viii) accessory to a permitted use, retail sales of goods produced or stored on site
 - b) outdoor storage shall only be permitted accessory to a permitted use and

provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road

- c) on lands identified as "Area A" on Schedule "B" attached to and forming part of this By-law, no parking area, loading facility, or outdoor storage area shall be permitted within the rear yard, between a building and rear property line, or within a side yard.

4. Notwithstanding the provisions of By-law 83-38, as amended, on the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this By-law, Subsection 22.209 of By-law is hereby deleted.

5. Notwithstanding the provisions of By-law 83-38, the following shall be added as Subsection 22.294:

Notwithstanding any other provisions of this By-law, on the lands described as Part of Lot 20, Concession North of Bleams Road, identified on the map forming Part 1 of Schedule 'A', illustrated on the map forming paragraph 22.294, and zoned Zone 10:

- a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
- b) outdoor storage shall only be permitted accessory to a permitted use and provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.

Notwithstanding any other provisions of this By-law, on the lands described as Part of Lot 20, Concession North of Bleams Road, identified on the map forming Part 1 of Schedule 'A', illustrated on the map forming paragraph 22.294, and zoned Zone 10a:

- a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
 - iv) light fabricating, assembly or manufacturing
 - v) trade school
 - vi) veterinary clinic
 - vii) motor vehicles sales, service and repair
 - viii) accessory to a permitted use, retail sales of goods produced or stored on site
- b) outdoor storage shall only be permitted accessory to a permitted use and provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road
- c) no parking area, loading facility, or outdoor storage area shall be permitted within the rear yard, between a building and rear property line, or within a side yard of any lands identified as "Area A" on the map forming paragraph 2.294.

6. Notwithstanding the provisions of By-law 83-38, as amended, the map forming Part 1 of Schedule 'A' to By-law 83-38 be amended as necessary to:

- a) delete Subsection 22.209 and associated (H),(R), and (f) symbols

- b) identify Section 22.294 on the lands described on Schedule 'A' and illustrated on Schedule 'B' attached to and forming part of this By-law.
 - c) identify the boundary of Zone 10a as illustrated on Schedule 'B' attached to and forming part of this By-law.
- 7. Notwithstanding the provisions of By-law 83-38, as amended, a new map forming paragraph 22.294 shall be added to By-law 83-38 to identify the "Area A" on the lands described on Schedule 'A' and illustrated on Schedule "B" attached to and forming part of this By-law.
- 8. 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.
- 9. 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 **February, 2021**.

READ a third time and finally passed in Open Council on the 22nd day of **February, 2021**.

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 20, Concession North of Bleams Road in the said Township of Wilmot.

This is Schedule "A" to By-law No. **2021-008**.

PASSED this **22nd** day of **February, 2021**.

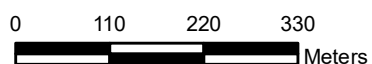
MAYOR

CLERK

SUBJECT LANDS OUTLINED THUS: ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■



CLERK



TOWNSHIP OF WILMOT

BY-LAW NO. 2021-009

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, the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this By-law, are hereby removed from Zone 10(H)(R)(f) (Industrial) and placed within Zone 10 (Industrial).
2. Notwithstanding the provisions of By-law 83-38, as amended, on the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this By-law:
 - a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility
 - iii) clinic or laboratory
 - b) outdoor storage shall only be permitted accessory to a permitted use and provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.
3. Notwithstanding the provisions of By-law 83-38, as amended, on the lands described on Schedule "A" and illustrated on Schedule "B" attached to and forming part of this By-law, Subsection 22.209 of By-law is hereby deleted.
4. Notwithstanding the provisions of By-law 83-38, the following shall be added as Subsection 22.295:

Notwithstanding any other provisions of this By-law, on the lands described as Part of Lot 19, Concession North of Bleams Road, identified on the map forming Part 1 of Schedule 'A', and zoned Zone 10:

 - a) the following additional uses shall be permitted:
 - i) offices
 - ii) gym/fitness facility

- iii) clinic or laboratory
 - b) outdoor storage shall only be permitted accessory to a permitted use and provided storage is enclosed by a solid visual barrier, such that said storage is not visible from a public road.
- 5. Notwithstanding the provisions of By-law 83-38, as amended, the map forming Part 1 of Schedule 'A' to By-law 83-38 be amended as necessary to:
 - a) delete Subsection 22.209 and associated (H),(R), and (f) symbols
 - b) identify Section 22.295 on the lands described on Schedule 'A' and illustrated on Schedule 'B' attached to and forming part of this By-law.
- 6. 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.
- 7. 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 **February, 2021**.

READ a third time and finally passed in Open Council on the 22nd day of **February, 2021**.

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 19, Concession North of Bleams Road in the said Township of Wilmot.

This is Schedule "A" to By-law No. **2021-009**.

PASSED this **22nd** day of **February, 2021**.

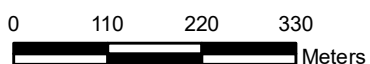
MAYOR

CLERK

SUBJECT LANDS OUTLINED THUS: ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■



CLERK



**By-law for Municipalities Not Within a Regional
Municipality, the County of Oxford or The
District Municipality of Muskoka – Form 5***Drainage Act, R.S.O. 1990, c. D.17, subs. 45(1)*Drainage By-law Number 2020-46A by-law to provide for a drainage works in the Township of Wilmot
in the Regional Municipality of Waterloo.Whereas the council of the Township of Wilmot has procured a
report under section 4 of the *Drainage Act* for the construction
of the Glen Shantz Drain 2020 drain;And whereas the report dated 2020/10/21 has been authored by K. Smart Associates Ltd.
and the attached report forms part of this by-law;And whereas the estimated total cost of the drainage work is \$50,017.00 ;And whereas \$0.00 is the amount to be contributed by the Township
of Wilmot for the drainage works;And whereas *(Complete this clause only if other municipalities are being assessed a share of the cost of the project.);*

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

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

Therefore the council of the Township of Wilmot
pursuant to the *Drainage Act* enacts as follows:**1. AUTHORIZATION**

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

2. BORROWINGThe Corporation of the Township of Wilmot
may borrow on the credit of the Corporation the amount of \$50,017.00 being the amount necessary for
the construction of the drainage works.This project will NOT be debentured.

6. CITATION

This by-law comes into force on the passing thereof and may be cited as the " Glen Shantz Drain 2020 _____ by-law".

First reading 2020/12/14

Second reading 2020/12/14

Provisionally adopted this 14 day of December, 2020

Name of Head of Council (Last, First Name) <u>Armstrong, Les</u>	Signature
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Name of Clerk (Last, First Name) <u>Mittelholtz, Dawn</u>	Signature
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Third reading _____

Enacted this _____ day of _____, 2015

Name of Head of Council (Last, First Name)	Signature
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Name of Clerk (Last, First Name)	Signature
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I, _____
clerk of the Corporation of the Township of Wilmot,
certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Name of Clerk (Last, First Name)	Signature
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