



COUNCIL MEETING AGENDA

Tuesday, October 3, 2023, 6:45 p.m.

COUNCIL CHAMBERS

4805 William Hastings Line, Crosshill, Ontario N0B 2M0

Meetings of Council Livestreamed on YouTube

	Pages
1. Meeting called to order	
2. Moment of Reflection	
3. Land Acknowledgement	
4. Declaration of Pecuniary Interest (if any) in accordance with the Municipal Conflict of Interest Act	
5. Minutes of the Previous Meeting	
Recommendation: That the following minutes be adopted as presented.	
5.1 August 22, 2023 Committee of the Whole Meeting Minutes	6
5.2 August 22, 2023 Council Meeting Minutes	13
5.3 September 19, 2023 Committee of the Whole Meeting Minutes	17
6. Receiving Petitions	
7. Delegations	
Recommendation: That the Council of the Township of Wellesley receive Chief Crowell, Mary Jane Patterson, Patrick Gilbride and Neil Lackey as delegations.	
7.1 Chief Mark Crowell, Waterloo Regional Police re: Community Update - Township of Wellesley	23
7.2 Mary Jane Patterson, Executive Director and Patrick Gilbride, Associate Director/Manager of Green Infrastructure Programs, Reep Green Solutions re: 2023 Impact Report	36
7.3 Douglas W. Stewart, Associate - Manager, Urban & Regional Planning, Arcadis Professional Services re: Zoning By-law Amendment 02-23 - 1060 Queens Bush Road	
7.4 Neil Lackey, Wellesley Resident re: Zoning By-law Amendment 02-23 - 1060 Queen's Bush Road	
8. Public Meeting	

9. Committee of the Whole

Recommendation:

That Council rise and go into a Committee of the Whole to receive reports and recommendations.

9.1 Planning & Development

Chair: Claude Hergott

1. P. & D. 10/2023 - Zoning By-law Amendment Application 02-23 - Bradley & Company Inc., 1060 Queen's Bush Road - Motion Required

62

Recommendation:

That the Council of the Township of Wellesley adopt the Zoning By-law Amendment for file ZBA 02-23 at 1060 Queen's Bush Road to change the zoning from Urban Residential (UR) to Urban Residential 2 (UR2), with the following site-specific exceptions:

- Permit "Stacked Townhouse Dwellings" in addition to the uses outlined in Section 11.1 of the Zoning By-Law;
- Permit a minimum Lot Area of 154 m² for "Stacked Townhouse Dwellings", whereas the Zoning By-law requires 175m²;
- Permit a minimum Front Yard depth of 4.5 metres, whereas the Zoning By-Law requires 6.0 metres; and
- Permit a minimum Exterior Side Yard depth of 4.5 metres, whereas the Zoning By-Law requires 6.0 metres.

2. P. & D. 11/2023 - Limiting Distance Agreement - 4671 Herrgott Rd - Motion Required

148

Recommendation:

That the Council of the Township of Wellesley authorize the Mayor and Clerk to enter into an agreement with the property owners being Solomon Martin and Soloman Brubacher to recognize a reduced limiting distance on 4671 Herrgott Rd. as it relates to the eastern wall construction of a 52 feet x 44 feet agricultural horse and hobby barn.

9.2 Road & Bridge

Chair: Lori Sebben

9.3 Property & Fire

Chair: Shelley Wagner

1. P. & F. 5/2023 - Rescue Squad Pick-Up Truck Fire Station 52 - For Information

157

Recommendation:

That the Council of the Township of Wellesley receive this report for information.

9.4 Administration/Finances & Personnel

Chair: Joe Nowak

1. A./F. & P. 32/2023 - Waterloo Region Economic Development Corporation (WREDC) Memorandum of Understanding Renewal - Motion Required 159
Recommendation:
That the Council of the Township of Wellesley approve the draft Waterloo Region Economic Development Corporation Partnership Agreement as attached subject to 2024 Budget approval as set out in report A/F & P 32/2023; and further THAT staff be directed to include \$20,000 in funding for the WREDC in the draft 2024 budget, funded from the property tax levy; and further
THAT the Mayor and Clerk be authorized to sign the new Memorandum of Understanding (Partnership Agreement) pending agreement of all eight (8) participating Municipal Councils and legal review.
2. A./F. & P. 33/2023 - Police Record Check and Duty to Disclose Policy - Motion Required 192
Recommendation:
That the Council of the Township of Wellesley approve the Police Record Check and Duty to Disclose Policy dated September 2023.
3. A./F. & P. 34/2023 - LCBO Licenced Convenience Outlets - Motion Required 198
Recommendation:
That the Council of the Township of Wellesley provide written municipal approval to allow LCBO Licensed Convenience Outlets (LCOs) to sell beverage alcohol on Family Day, Victoria Day, Canada Day, Labour Day and Thanksgiving Day, provided that they meet the criteria in the Retail Business Holidays Act to carry on retail business on those days; and further,
That the Council of the Township of Wellesley direct staff to prepare a letter of intent for Pym's Village Market and the Linwood Corner Store for the sale of beverage alcohol on certain statutory holidays; and further,
That authority be delegated to staff in the Clerk's Department to provide similar permission for any LCOs licensed by the LCBO in the Township of Wellesley in the future.
4. A./F. & P. 35/2023 - Appointment of Members to the Hawkesville Cemetery Board - Motion Required 203
Recommendation:
That the Council of the Township of Wellesley approve the members presented in the Hawkesville Appointment By-law; and further,
That the Council of the Township of Wellesley hear first, second, and third readings and pass the Hawkesville Cemetery

Appointment By-law as presented at the October 3, 2023
Council Meeting.

5. A./F. & P. 36/2023 - Hawkesville Cemetery Board – Update on Donation Request - Motion Required 205

Recommendation:

That the Council of the Township of Wellesley supports the request from the Hawkesville Cemetery Board to donate \$3,000 to the Hawkesville Recreation Advisory Committee for the playground upgrade.

9.5 Recreation

Chair: Derek Brick

10. Committee of the Whole rise and Council resume and report

Recommendation:

That the Committee of the Whole rise and Council resume and report.

11. Report of the Committee of the Whole be adopted as set forth in the motions and actions detailed above

Recommendation:

That the report of the Committee of the Whole be adopted as set forth in the motions and actions detailed above.

12. For Information Package (distributed to Council electronically)

Recommendation:

Received for information

13. Accounts - No report

14. Unfinished Business

15. New Business

16. Other Reports

17. Notice of Motion

18. Closed Session

19. Read By-Laws First and Second Times:

Recommendation:

That By-Law No. 28/2023; 29/2023; 30/2023; 31/2023; and 32/2023 be read a first and second time.

- 19.1 By-Law 28/2023 - Diebolt Drain Repair 2020 207

- 19.2 By-Law 29/2023 - A By-Law to Amend By-Law Number 28/2006 Being a Zoning By-Law (1060 Queens Bush Road) 209

- 19.3 By-Law 30/2023 - Being a By-Law for the Appointment of Members to the Hawkesville Cemetery Board 211

- 19.4 By-Law 31/2023 - A by-law imposing special annual drainage rates upon lands in respect of which money is borrowed under the Tile Drainage Act 213

- 19.5 By-Law 32/2023 - Confirming By-Law 215

20. Pass First and Second Readings:

Recommendation:

That By-Law No. 28/2023; 29/2023; 30/2023; 31/2023; and 32/2023 pass first and second reading.

21. Read By-Laws Third Time, Pass, Sign and Seal:

Recommendation:

That By-law No. 28/2023; 29/2023; 30/2023; 31/2023; and 32/2023 be read a third time and passed and the Mayor and Clerk be authorized to sign and seal the By-law under the Corporate Seal.

22. Next Meetings

Council Meeting October 17, 2023 6:45 pm

Committee of the Whole Meeting November 14, 2023 5:45 pm

Council Meeting November 28, 2023 6:45 pm

23. Adjournment

Recommendation:

That the Council meeting does now adjourn.



**COMMITTEE OF THE WHOLE
MEETING MINUTES**

**August 22, 2023, 5:45 p.m.
COUNCIL CHAMBERS
4805 William Hastings Line, Crosshill, Ontario N0B 2M0**

Council Present: Mayor Joe Nowak
Councillor Shelley Wagner
Councillor Derek Brick
Councillor Claude Hergott

Council Absent: Councillor Lori Sebben

Staff Present: Municipal Clerk, Grace Kosch
Chief Administrative Officer, Rik Louwagie
Deputy Clerk, Amy Harron
Director of Recreation, Danny Roth
Treasurer, Fiona Gilbert
Director of Planning, Tim Van Hinte
Chief Building Official, Darryl Denny

Recreation Service Absent
Board Chairs Present:

1. Meeting called to order
2. Land Acknowledgment
3. Declaration of Pecuniary Interest (if any) in accordance with the Municipal Conflict of Interest Act
4. Delegations

Resolution Number: **1**

Moved by: Derek Brick

Seconded by: Claude Hergott

That Council accept Theresa Bisch and Bob Caskanette as delegations.

CARRIED

4.1 Theresa Bisch, Secretary/Treasurer Wellesley ABC Festival Committee re: Committee donation approval

Theresa Bisch, treasurer of the Apple Butter and Cheese Festival Committee spoke to a committee request to donate money to the Village of Wellesley Christmas lights decorations and Wellesley Fair Board.

Chris Franklin, Apple Butter and Cheese Festival Committee member spoke to the work it takes to install the lights and the history of the project. The Committee is requested permission for an additional expenditure to replace seven fixtures with 5' snowflakes for a cost of \$9,984.00 including HST for a maximum expense of \$11,000.00.

Theresa Bisch requested a \$500.00 donation be made from the Apple Butter and Cheese Festival Committee to the Wellesley Fair Board which has traditionally been used towards fireworks.

Councillor Hergott asked if the funds would be coming from the committees accounts?

Theresa Bisch responded that it would be coming from the committees reserve account held by the Township.

Resolution Number: **2**

Moved by: Claude Hergott

Seconded by: Derek Brick

That the Council of the Township of Wellesley support the motion from the Apple Butter & Cheese Festival Committee to sponsor 7 new Christmas lights for a cost not to exceed \$11,000.00.

CARRIED

Resolution Number: **3**

Moved by: Derek Brick

Seconded by: Claude Hergott

That the Council of the Township of Wellesley support the motion from the Apple Butter & Cheese Festival Committee donate \$500 towards fireworks for the Wellesley Fall Fair.

CARRIED

4.2 Bob Caskanette, Hawkesville Cemetery Committee re: Donation to the Hawkesville Recreation Committee for the playground upgrade (written submission)

Mayor Nowak commented on the request from the Hawkesville Cemetery Board and Council referred the request to staff for more information.

5. Public Meeting

5.1 Motion to adjourn Council

Resolution Number: 4

Moved by: Derek Brick

Seconded by: Claude Hergott

That the Council meeting adjourn to hold two public meeting with respect to Zoning By-law Amendment 03-23, James Fitzpatrick, 3915 Manser Road and Zoning By-law Amendment 04-23, Nathaniel Martin, 4145 Lawson Line.

CARRIED

5.2 ZBA 03-23 – James Fitzpatrick – 3915 Manser Road

Mayor Nowak asked the Clerk to advise the method of advertising

Municipal Clerk, Grace Kosch stated notification of this public meeting was placed on the Township website, posted on the Township social media channels, mailed to property owners within 120m of the subject property and a sign placed on the subject property.

Mayor Nowak stated any person who wants further notice of the passage of a by-law should give in writing, their full name, address, and postal code to the clerk prior to leaving the meeting.

Mayor Nowak asked the Director of Planning, Tim Van Hinte to bring forth the presentation.

Director of Planning, Tim Van Hinte brought forward a presentation attached as appendix B to the minutes of the meeting.

Mayor Nowak asks if Council members have any questions.

Mayor Nowak asked, are there any persons who wish to make oral or written submissions in opposition to the proposed by-law. If so, would they please give their names, addresses and postal codes to clerk. No one came forward.

Mayor Nowak asked, are there any persons who wish to make oral or written submissions in support of the proposed by-law other than the applicant. Give names, addresses and postal codes to clerk. No one came forward.

Mayor Nowak asked would the Applicant wish to make any comments. No one came forward.

5.3 ZBA 04-23 – Nathaniel Martin – 4145 Lawson Line

Mayor Nowak asked the Clerk to advise the method of advertising

Municipal Clerk, Grace Kosch stated notification of this public meeting was placed on the Township website, posted on the Township social media channels, mailed to property owners within 120m of the subject property and a sign placed on the subject property.

Mayor Nowak stated any person who wants further notice of the passage of a by-law should give in writing, their full name, address and postal code to the clerk prior to leaving the meeting.

Mayor Nowak asked the Director of Planning, Tim Van Hinte to bring forth the presentation.

Director of Planning, Tim Van Hinte brought forward a presentation attached as appendix C to the minutes of the meeting.

Mayor Nowak asked if Council members have any questions.

Mayor Nowak asked are there any persons who wish to make oral or written submissions in opposition to the proposed by-law. If so, would they please give their names, addresses, and postal codes to clerk. No one came forward.

Mayor Nowak asked, are there any persons who wish to make oral or written submissions in support of the proposed by-law other than the applicant. Give names, addresses, and postal codes to clerk. No one came forward.

Mayor Nowak asked, would the Applicant wish to make any comments. No comment from the applicant.

5.4 Motion to adjourn Public Meeting

Resolution Number: **5**

Moved by: Claude Hergott

Seconded by: Derek Brick

That the public meetings regarding Zoning By-law Amendment 03-23, James Fitzpatrick, 3915 Manser Road and Zoning By-law Amendment 04-23, Nathaniel Martin, 4145 Lawson Line adjourn and the Council meeting resume.

CARRIED

6. Recreation Committee

6.1 Minutes from the previous meeting

Councillor Hergott asked for clarification on the ice surface being ready for ice installation on October 15th or rentals on October 15th?

Director of Recreation, Danny Roth confirmed the schedule is for rentals to be scheduled on October 15th.

Resolution Number: **6**

Moved by: Claude Hergott

Seconded by: Joe Nowak

The minutes from the previous Committee of the Whole Meeting be approved as presented.

CARRIED

1. July 11, 2023 Committee of the Whole Meeting Minutes
- 6.2 Service Board Reports
 - Hawkesville - No Report
 - Heidelberg - No Report
 - Linwood - No Report
 - St. Clements - No Report
 - Wellesley - No Report
- 6.3 Staff Reports
 1. Rec 10/2023 - Wellesley Recreation Complex Seating - Poll of Council conducted July 28, 2023 - For Information
- 6.4 Director Update
 - New ball equipment sheds have been installed in Linwood and St. Clements. These sheds will give user groups better access to the amenities they require for their games and practices.
 - The ice is in, in St. Clements. There is still plenty of ice time available to be booked. Open ice emails are being sent out frequently.
 - Quotes have been received for the playground upgrades in Hawkesville, a full report will come to Council at the September committee meeting with a recommendation to move forward with a Spring 2024 install.
 - I have received quotes on installing security camera's at the Splash Pad and will be arranging for the install this fall.
 - The arena floor is being poured at the Wellesley Township Recreation Complex on Thursday August 24.

- The first day of ice for the new complex is currently scheduled for October 16, 2023.

Mayor Nowak stated that he has been notified that the skate board park is being used on Sundays despite it being closed. Mayor Nowak noted the liability concerns and asked what can be done to prevent people from using the park until it is open to the public.

CAO, Rik Louwagie stated that he has been in contact with Waterloo Region Police and they are monitoring the skate park over weekends. Staff will work with the contractor to get the park open as soon as possible.

6.5 Accounts/Financial Statement

7. Planning & Development Committee

7.1 P&D 7/2023 - ZBA 03-23 – James Fitzpatrick – 3915 Manser Road - Motion Required

Director of Planning, Tim Van Hinte stated the addendum was to include one letter of concern from a neighbouring landowner who he has spoke to and the landowner no longer has a concern.

Resolution Number: **7**

Moved by: Derek Brick

Seconded by: Joe Nowak

That the Council of the Township of Wellesley adopt the Zoning By-law amendment for file ZBA 03-23 to lift the holding provision from 3915 Manser Road.

CARRIED

1. P&D 7/2023 - ZBA 03-23 - James Fitzpatrick - 3915 Manser Road - Additional Comment

7.2 P&D 8/2023 - ZBA 04-23 – Nathaniel Martin – 4145 Lawson Line - Motion Required

Resolution Number: **8**

Moved by: Derek Brick

Seconded by: Shelley Wagner

That the Council of the Township of Wellesley adopt the Zoning By-law amendment for file ZBA 04-23 to rezone the lands at 4145 Lawson Line from A1-9a to A1-121.

CARRIED

7.3 P&D 9/2023 - 2022 Report on Fees – Building Department

Chief Building Official, Darryl Denny stated the province through the Building Code Act requires reporting on fees as a transparency tool, including total building permit fees collected and the state of reserves.

Resolution Number: **9**

Moved by: Derek Brick

Seconded by: Joe Nowak

That the Council of the Township of Wellesley receive this report for information.

CARRIED

8. Road & Bridge Committee

9. Property & Fire Committee

9.1 P&F 4/2023 - Bamberg Creek, Jananna Drain and Koch-Leis Drain - Poll of Council conducted July 12,2023 - For Information

10. Administration/Finance & Personnel Committee

11. For Information Package (distributed to Councillors electronically)

Received for information

12. Unfinished Business

13. Other Business

14. Closed Session

15. Next Meetings:

16. Adjournment

Resolution Number: **10**

Moved by: Shelley Wagner

Seconded by: Derek Brick

That the Committee of the Whole meeting does now adjourn.

CARRIED



COUNCIL MEETING MINUTES

August 22, 2023, 6:45 p.m.

COUNCIL CHAMBERS

4805 William Hastings Line, Crosshill, Ontario N0B 2M0

Council Present: Mayor Joe Nowak
Councillor Shelley Wagner
Councillor Derek Brick
Councillor Claude Hergott

Council Absent: Councillor Lori Sebben

Staff Present: Municipal Clerk, Grace Kosch
Chief Administrative Officer, Rik Louwagie
Deputy Clerk, Amy Harron
Director of Recreation, Danny Roth
Treasurer, Fiona Gilbert
Director of Planning, Tim Van Hinte
Chief Building Official, Darryl Denny

1. Meeting called to order
2. Moment of Reflection
3. Land Acknowledgement
4. Declaration of Pecuniary Interest (if any) in accordance with the Municipal Conflict of Interest Act
5. Minutes of the Previous Meeting

Resolution Number: **113**

Moved by: Derek Brick

Seconded by: Claude Hergott

That the following minutes be adopted as presented.

CARRIED

- 5.1 July 11, 2023 Council Meeting Minutes
- 5.2 July 11, 2023 Committee of the Whole Meeting Minutes
6. Receiving Petitions

7. Delegations
8. Public Meeting
9. Committee of the Whole

Resolution Number: **114**

Moved by: Claude Hergott

Seconded by: Derek Brick

That Council rise and go into a Committee of the Whole to receive reports and recommendations.

CARRIED

- 9.1 Planning & Development
- 9.2 Road & Bridge
- 9.3 Property & Fire
- 9.4 Administration/Finances & Personnel
- 9.5 Recreation
10. Committee of the Whole rise and Council resume and report

Resolution Number: **115**

Moved by: Shelley Wagner

Seconded by: Derek Brick

That the Committee of the Whole rise and Council resume and report.

CARRIED

11. Report of the Committee of the Whole be adopted as set forth in the motions and actions detailed above

Resolution Number: **116**

Moved by: Derek Brick

Seconded by: Claude Hergott

That the report of the Committee of the Whole be adopted as set forth in the motions and actions detailed above.

CARRIED

12. For Information Package (distributed to Councillors electronically)
Received for informaton

13. Accounts

Resolution Number: **117**

Moved by: Derek Brick

Seconded by: Claude Hergott

That the budget variance reports be adopted as presented.

CARRIED

14. Unfinished Business

15. New Business

16. Other Reports

17. Notice of Motion

18. Closed Session

19. Read By-Laws First and Second Times:

Resolution Number: **118**

Moved by: Derek Brick

Seconded by: Claude Hergott

That By-Law No. 25/2023; 26/2023; and 27/2023 be read a first and second time.

CARRIED

19.1 By-Law 25/2023 - A By-Law to Amend By-Law Number 28/2006 Being a By-Law for the Township of Wellesley (3915 Manser Road)

19.2 By-Law 26/2023 - A By-Law to Amend By-Law Number 28/2006 Being a By-Law for the Township of Wellesley (4145 Lawson Line)

19.3 By-Law 27/2023 - Confirming By-Law

20. Pass First and Second Readings:

Resolution Number: **119**

Moved by: Shelley Wagner

Seconded by: Claude Hergott

That By-Law No. 25/2023; 26/2023; and 27/2023 pass first and second reading.

CARRIED

21. Read By-Laws Third Time, Pass, Sign and Seal:

Resolution Number: **120**

Moved by: Derek Brick
Seconded by: Claude Hergott

That By-law No. 25/2023; 26/2023; and 27/2023 be read a third time and passed and the Mayor and Clerk be authorized to sign and seal the By-law under the Corporate Seal.

CARRIED

22. Next Meetings

Council Meeting September 5, 2023 6:45 pm
Committee of the Whole Meeting September 19, 2023 5:45 pm
Council Meeting October 3, 2023 6:45 pm

23. Adjournment

Resolution Number: **121**

Moved by: Shelley Wagner
Seconded by: Derek Brick

That the Council meeting does now adjourn.

CARRIED



COMMITTEE OF THE WHOLE

MEETING MINUTES

September 19, 2023, 5:45 p.m.

COUNCIL CHAMBERS

4805 William Hastings Line, Crosshill, Ontario N0B 2M0

Council Present: Mayor Joe Nowak
Councillor Shelley Wagner
Councillor Lori Sebben
Councillor Derek Brick
Councillor Claude Hergott

Staff Present: Municipal Clerk, Grace Kosch
Chief Administrative Officer, Rik Louwagie
Deputy Clerk, Amy Harron
Director of Public Works, Chris Cook
Director of Recreation, Danny Roth
Treasurer, Fiona Gilbert
Director of Planning, Tim Van Hinte

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1. Meeting called to order
 2. Land Acknowledgment
 3. Declaration of Pecuniary Interest (if any) in accordance with the Municipal Conflict of Interest Act
 4. Delegations
 5. Public Meeting
 6. Recreation Committee

6.1 Minutes from the previous meeting

Resolution Number: **1**

Moved by: Claude Hergott

Seconded by: Lori Sebben

The minutes from the previous Committee of the Whole Meeting be approved as presented.

6.2 Service Board Reports

Hawkesville - No report

Heidelberg - No report

Linwood - No report

St. Clements - No report

Wellesley - No report

6.3 Staff Reports

6.4 Director Update

- Linwood outdoor washrooms have been closed for the year, Wellesley and St. Clements outdoor washrooms will close in the next few weeks.
- The splash pad has been closed for the year.
- Staff have moved some rubber flooring from the Wellesley Arena to the St. Clements arena to create an area between the dressing rooms that is now accessible while coaches and players have their skates on. We will continue to look to reuse equipment and other material from the Wellesley arena in our other facilities.
- We have received our quotes for playground improvements in Hawkesville. A report will come to council in October with a recommendation to award the project for spring 2024 completion.
- Most of the recreation staff have moved to shift work, which has limited our staff doing outdoor maintenance. We will continue to get our outdoor maintenance completed, it just may take longer to get to everything.

Councillor Hergott asked if the mats are from the ice surface portion of the facility?

Director of Recreation, Danny Roth responded that it is the mats from between dressing rooms.

Councillor Wagner asked Director Roth if the donation from the Hawkesville Cemetery Board to the Hawkesville Recreation Service Board had been resolved?

Municipal Clerk, Grace Kosch responded that it has not been resolved and will be coming to the October 3rd Council meeting.

Mayor Nowak presented a grant opportunity through the Toronto Blue Jays Foundation for improvements to baseball diamonds for non-profit organizations.

6.5 Accounts/Financial Statement

- 7. Planning & Development Committee
- 8. Road & Bridge Committee
- 9. Property & Fire Committee
- 10. Administration/Finance & Personnel Committee

10.1 A.F. & P. 29/2023 - Application for Tile Drainage Loan – Simeon B Martin Mfg

Treasurer, Fiona Gilbert stated a by-law had been adopted in 2000 to allow for drainage loans to farm owners. Loans are provided by OMAFRA with the payment amount being added to the land owners taxes.

Councillor Hergott asked what the amount of \$229,000 represents?

Treasurer, Fiona Gilbert responded that is the amount that Council has approved by by-law to be borrowed from the province on behalf of the farmer and we have \$229,000 left available to be loaned out within our \$300,000 spending limit.

Mayor Nowak asked is that is the Township's allotment?

CAO, Rik Louwagie added that is the lending limit, once the \$300,000 is loaned out staff would have to come back Council to allow for a larger lending limit.

Resolution Number: **2**

Moved by: Derek Brick

Seconded by: Claude Hergott

That the Council of the Township of Wellesley approve a tile drain loan application for Simeon B Martin Manufacturing in the amount of \$50,000.00 for approximately 35 acres on Section West, Concession 12, Part Lot 12, and further;

That the Council of the Township of Wellesley appoint John Kuntze from K Smart Associates as the Tile Inspector for this property at a cost of \$500.00 which is the responsibility of Simeon B Martin Manufacturing.

CARRIED

10.2 A. F. & P. 30/2023 - 2024 Budget allocation for donation requests

Treasurer, Fiona Gilbert stated Council had asked staff to look at the existing donation policy in December 2022, as well as organizations who

receive free rentals from the Township. Reviewing this two areas is more in depth than a review of qualification criteria for the donation policy and recreation staff are working on an affiliation policy that will be coming forward in the future.

Councillor Brick asked for clarification if the \$12,000 will be available for the 2024 budget?

CAO, Rik Louwagie responded, staff are suggestion we do not accept applications under the current policy but to allocate \$12,000 in the draft budget. If this amount were approved in the final 2024 budget it would be available for the new affiliation policy.

Resolution Number: **3**

Moved by: Derek Brick

Seconded by: Lori Sebben

That the Council of the Township of Wellesley authorize the allocation of \$12,000.00 in the 2024 draft Budget for approved agencies donation requests; and further,

That the Council of the Township of Wellesley suspend the current donation policy and not accept applications under the current donation policy for 2024 budget year.

CARRIED

10.3 A. F & P. 31/2023 - Treasurer's Statement – Development Charges Reserve Funds

Treasurer Fiona Gilbert stated this report is for information and provides a look into the activity of the development charges account.

Resolution Number: **4**

Moved by: Lori Sebben

Seconded by: Shelley Wagner

That the Council of the Township of Wellesley receive this report for information.

CARRIED

11. For Information

That the information items be received as presented.

12. Unfinished Business

13. Other Business

13.1 October 31, 2023 Council Meeting

Mayor Nowak presented Council with the option of moving the Tuesday, October 31st Council meeting as it lands on Halloween. Mayor Nowak suggested moving the October 31st meeting to Tuesday, October 17th and cancelling the originally scheduled Committee of the Whole meeting. The Council meeting on Tuesday, October 17th would allow the recreation service board chairs the opportunity to provide update during the meeting.

Resolution Number: **5**

Moved by: Claude Hergott

Seconded by: Derek Brick

That the Council of the Township of Wellesley move the Tuesday, October 31st, 2023 schedule Council meeting to Tuesday, October 17th, 2023; and further,

That the Committee of the Whole meeting originally scheduled on Tuesday, October 17th, 2023 be cancelled.

CARRIED

13.2 Ward Four Public Engagement Meeting - Budget

Councillor Hergott provided council with an update on the Community Engagement meeting hosted in Ward Four. Councillor Hergott thanked staff for their assistance and noted that there was good discussion at the meeting. There were some good items to present to staff for the 2024 budget.

14. Closed Session

14.1 Motion to convene closed session meeting

Resolution Number: **6**

Moved by: Lori Sebben

Seconded by: Shelley Wagner

That this portion of the meeting be closed to the public in order to consider the following:

Section 239(2)(k) of the Municipal Act: a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26. re: Service Delivery

CARRIED

14.2 Motion to adjourn closed session and resume Committee of the Whole meeting

Resolution Number: **7**

Moved by: Claude Hergott

Seconded by: Derek Brick

That the closed session does now adjourn and the regular scheduled Committee Meeting resume.

CARRIED

15. Next Meetings:

16. Adjournment

Resolution Number: **8**

Moved by: Shelley Wagner

Seconded by: Derek Brick

That the Committee of the Whole meeting does now adjourn.

CARRIED



Waterloo Regional
Police Service

Community Update Township of Wellesley

October 3, 2023

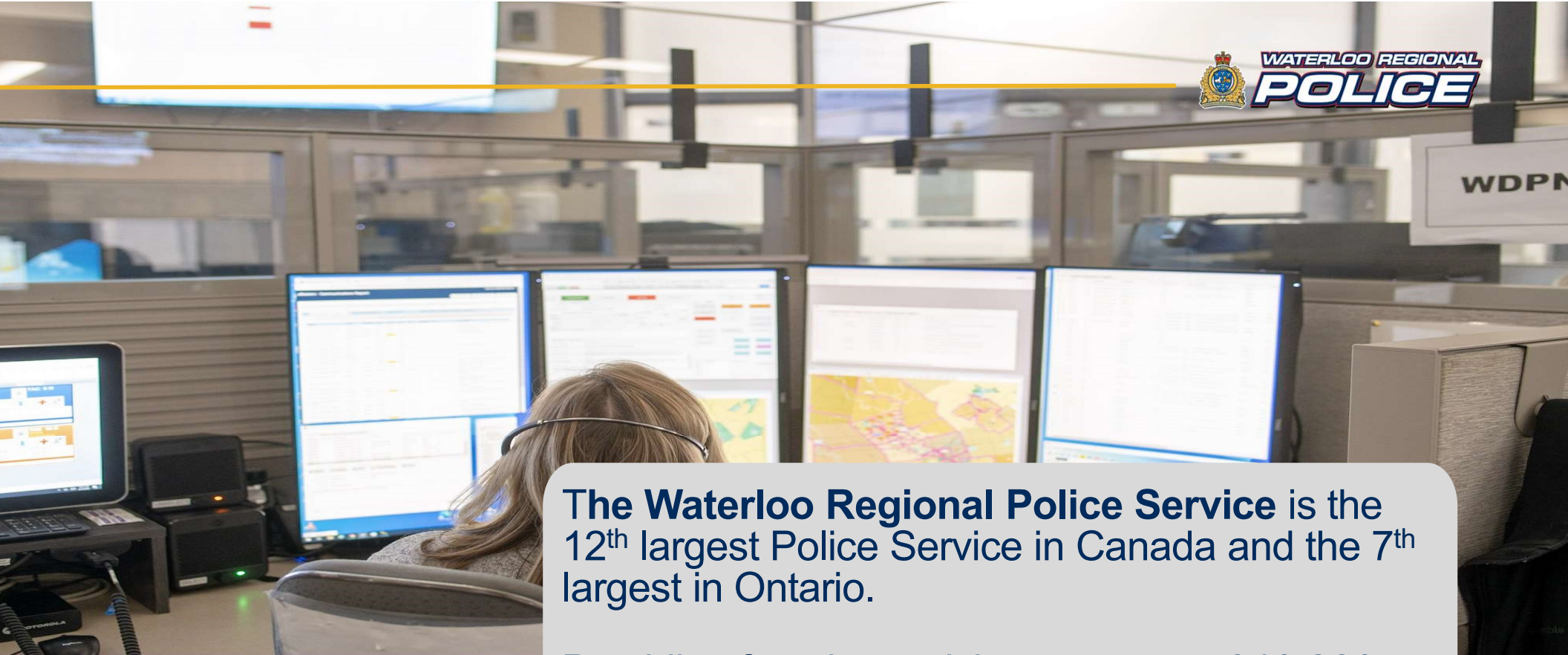
Our Executive Leaders



Chief
Mark Crowell

Deputy Chief
Jen Davis

Deputy Chief
Eugene Fenton



The Waterloo Regional Police Service is the 12th largest Police Service in Canada and the 7th largest in Ontario.

Providing frontline policing to approx. 646,280 residents in Waterloo Region.

- Sworn Members: ~ **800**
- Civilian Members: ~ **400**
- Countless Auxiliary Officers and Volunteers

Our Region

Our Service



Mission, Vision, Values

Building a stronger
and safer community.



Mission

To deliver effective policing services while embracing collaborative partnerships and community engagement that strengthen public safety and community well-being.



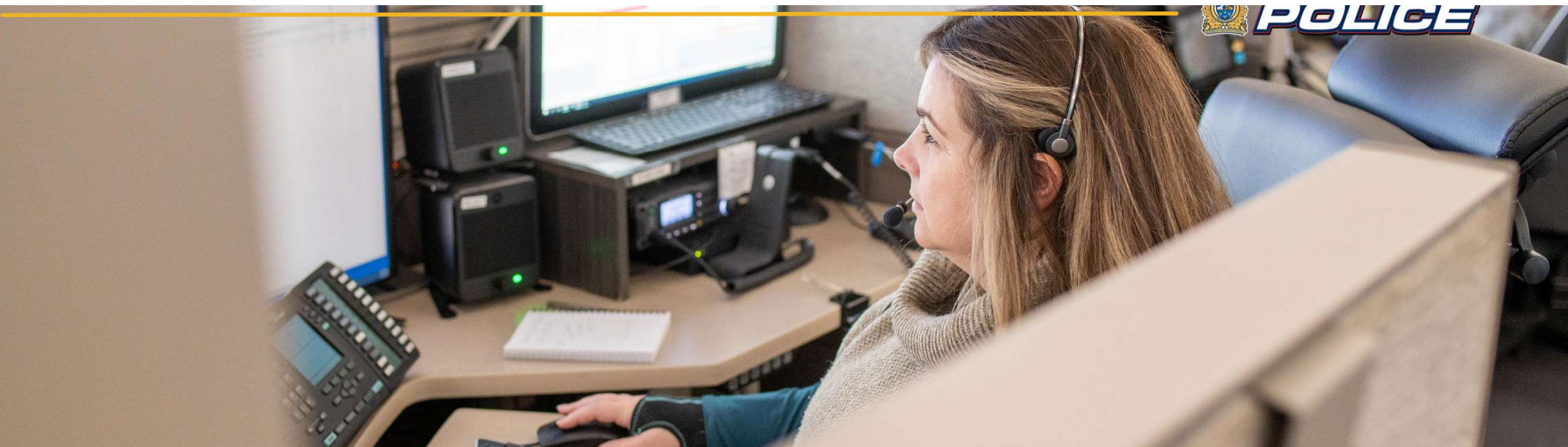
Vision

Every person in Waterloo Region is safe and feels safe.



Values

- People and Partnerships
- Integrity and Respect
- Continuous Improvement
- Accountability



HERE FOR
YOU

339,667

Calls From the Community in 2022

2022 Overview for Wellesley Township

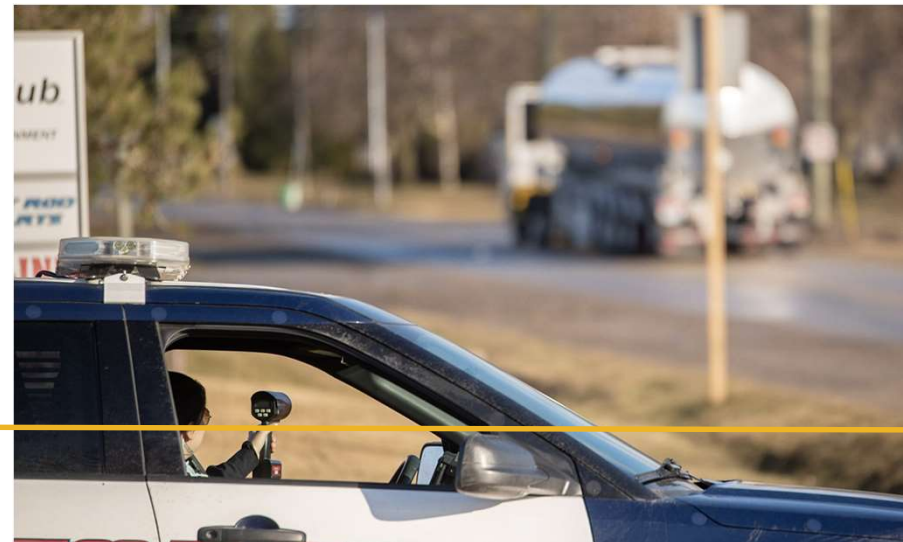
- **2,375** Calls for Service in the Township
- **61** “Priority 1” Calls
 - **2%** of total Calls
- **3.2** Calls for Service per day on average
- Average response time is less than **19 minutes**

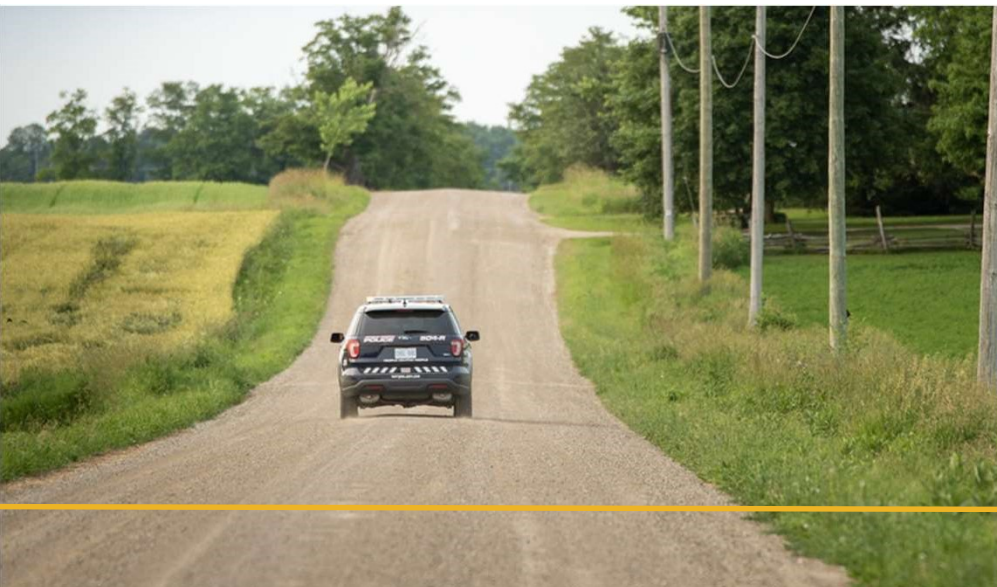
Top Ten Calls for Service	Percent
Vehicle Stop	27%
Traffic Enforcement Program	12%
Proactive Initiative	11%
Administrative Notice 9-1-1 (Error, Misuse, Drop)	8%
MVC Property Damage	5%
Compassionate to Locate	4%
9-1-1 (Non-police)	3%
Driving Complaint	3%
Administrative / Routine Detail	2%
Domestic Dispute	2%



Road Safety

- Traffic Safety efforts represent the majority of calls for service
- In 2023, WRPS laid 503 Road Safety Charges.
 - 325 charges for Speeding
 - 7 charges for Impaired Driving
- Targeted enforcement efforts utilize public reporting





Rural Township Policing Strategy

- Created New Rural Staff Sergeant Position in 2023
- Increased Community Engagement presence
- Utilizing rural community facilities; including Wellesley Community Centre (Starting Jan 1)



Our Evolving World



Trust and Confidence



People Helping People

Thank You

PEOPLE HELPING PEOPLE





Impact Report

2022-2023

We believe that by acting today, we can leave our children a community that is more resilient, vibrant, caring and sustainable.



Elanor Waslander, Board Chair

Meaningful actions: it's something we talk a lot about at Reep. Recognizing the global challenge of dramatically reducing carbon emissions, we have a goal of supporting 10,000 meaningful actions by 2030.

What do we mean by that? A meaningful action is one that yields results or change: a tree planted, a rain garden installed, a home made more energy or water efficient.

Supportive actions such as workshops or energy evaluations are also important, because they give people in the region, and beyond, the tools and knowledge they need to take meaningful action.

We look back on this year with awe and appreciation for our community's response to the climate crisis. So many residents come to us with genuine concern and a strong desire to be part of the solution.



Mary Jane Patterson, Executive Director

In particular we've seen a surge of participation in home energy upgrades. Homeowners smartly took advantage of federal and utility incentives to make homes more comfortable and reduce greenhouse gas emissions at the same time.

Adapting to our changing climate is also important, through increased tree canopy, native species and flood prevention. We saw strong sustained interest in healthy beautiful yards that perform all of those functions: rain gardens in Kitchener and Guelph, Bloom {in} Box pollinator plants throughout the Region (we've heard of some going as far as Chatham!), and backyard trees planted in Cambridge, Waterloo, Guelph and Kitchener. Reep participants are digging in and painting our town green.

We look forward to next year with a sense of gratitude and excitement for the changes ahead, as longtime board member and Reep co-founder Paul Parker retires, Elanor yields the board chair role to Michelle Watson, and Executive Director Mary Jane plans her retirement in December 2023. We've been preparing for these transitions for several years, and with a strong staff, volunteer and board team in place, we are ready for what lies ahead.

Elanor Watson Mary Jane Patterson

Waterloo Region and the Grand River watershed are located on the traditional territory of Indigenous Peoples, including the Haudenosaunee, Anishinaabe and Neutral Peoples. We recognize the enduring presence of the Indigenous peoples we share this land with today, and their contributions to our community.
[Read our full territorial acknowledgement.](#)

How Close Are We To Our 2030 Target?

By 2030, people impacted by Reep Green Solutions have taken 10,000 meaningful actions to collectively shift our community to a resilient, low-carbon future.

Here is our total so far:

31.8%

3,184

Meaningful Actions (2020-2023)

Program Updates

All reported numbers are from the most recent fiscal year (April 1, 2022 to March 31, 2023).

1,130
Meaningful Actions

5,112
Supportive Actions

In 2020, we set a target to empower 10,000 meaningful actions by the year 2030. We also committed to tracking our results to make sure we're achieving that goal, and having an impact in the community.

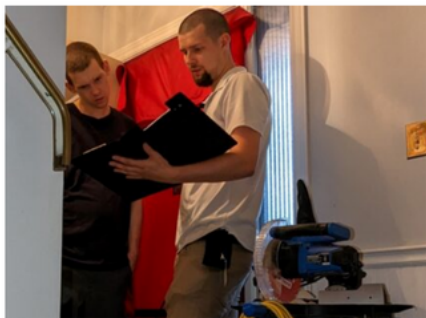
This year, participants in our programs accomplished 1,130 meaningful actions. They installed heat pumps, planted native species, insulated basements and dug into rain gardens, making our community more sustainable with each action.

These actions contribute directly to meeting our community targets for adapting to climate change, and reducing greenhouse gases.

Participants also took 5,112 supportive actions to learn how to live sustainably through personalized home consultations, webinars, and on-the-ground workshops.



Home Energy Efficiency



868

EnerGuide Evaluations

There's never been a better time to upgrade the energy efficiency of our homes. The federal Greener Homes grant combined with Home Efficiency Rebate Plus program from Enbridge Gas makes it a perfect time to get an EnerGuide Evaluation.

Last year, we visited **609 homes** to provide initial evaluations and **259 homes** for a follow-up evaluation after they followed our recommendations.



\$4,410,378

Invested in the Local Economy

Home energy upgrades are good for the local economy! Our participants made significant investments in their home retrofits last year, totaling **\$4,410,378**.

These are dollars that stay in our community and create local jobs. Participants also received **\$801,409** in rebate incentives to help cover those costs.



382

Retrofits Installed

Out of the **382 energy efficiency upgrades** we documented, the most common were attic insulation, windows and heating/cooling systems, including a number of heat pump installations.

These homes will **save an estimated \$185,000 annually** on energy costs and reduce 410 tonnes of greenhouse gas emissions every year. Congratulations homeowners!

Reflecting on Water Efficiency Efforts with WET Home Reviews

After working with the Region of Waterloo for five years on WET Home Reviews, Reep is no longer delivering this program. During that time, we're proud to have helped residents in 1,964 homes save water. We not only provided advice on ways to conserve water; we also installed 1,498 measures on the spot that helped people to lower their water bills and save water immediately. It was a great experience for us and we're thankful for the chance to be a part of this important program, which is still available through the Region of Waterloo.

Our partnership with the Region is still strong. With their help, our team of water advisors has become experts in working with property owners to check how much salt they use in winter. This check is an important first step in making a plan to protect the water we all need. We have also partnered with the City of Guelph to research and provide recommendations on saving water in multi-residential buildings



Understanding Energy Poverty in the Waterloo Region



Our Senior Energy Programs Manager, Lisa Truong, presenting at Clear Air Partnership's workshop about Applying an Equity Lens to Climate Actions in Toronto City Hall.

Embedding equity into the design was a goal from the very beginning of our explorations into an energy efficiency loan program for Waterloo Region. Last year we shared our learning on equity in municipal finance programs across the country. Over the course of 4 different workshops and conferences, 300 attendees heard our equity recommendations, including municipalities, utilities, energy partners, and non-profit organizations.

Continuing this work, we developed a data dashboard to analyze and better understand energy poverty in Waterloo Region. We learned that 32,000 people in Waterloo Region pay more than twice the average Canadian for their energy bills, as a percentage of their income. Some demographics are more highly represented. For example, 26% of senior households experience energy poverty, compared with 19% among the general population.

Energy costs can be a real financial burden for some households in our community. At 70 years old, Joyce (Kitchener, ON) talks about the challenges: "I always pay my bills. I have learned to live frugally. However that has meant if I'm going to keep warm in my house, for instance, then I don't have the cash to buy gas to go visit my grandchildren as often as I'd like." Read the full blog [here](#).

Reep continues to increase our understanding of energy poverty, and look for ways to develop local solutions. It is one small piece of the larger and urgent issue of affordable housing in our community. Read our "Considerations of Equity in an Efficiency Financing Program" report [here](#) to learn more.

Lisa's Decarbonization Journey



7%

Reduction in Energy Costs

0.5

Tonnes of GHG Emissions Reduced Annually

\$5,600

Received in Rebate Incentives

Lisa originally had an energy evaluation with us back in 2015 at her home in Kitchener, Ontario. "I was curious about my house, so I had it evaluated," she said. "When I sold the house, those evaluation documents came in handy."

Lisa moved to Cambridge and decided to have an energy evaluation in 2022 after the launch of the Canada Greener Homes Grant. Her main motivation for having an evaluation was to access the rebate program for window replacements.

Although she was only initially considering replacing her windows, Lisa's Registered Energy Advisor, Colin, planted the idea of upgrading her heating system with a heat pump. "The best part of his visit was at the end when he turned to me and said would you consider upgrading your furnace. At that time, we had an oil furnace. I hadn't really thought of it and that led us down the road to looking at heat exchangers," she said.

"Colin did a great job on the evaluation. I was amazed that he managed to work around our two cats, and they didn't escape! He was very thorough, and I learned a lot."

In the end, she decided on a cold climate air source heat pump, which turned out to be a great success! The heat pump was eligible for the maximum \$5,600 rebate incentive through the Canada Greener Homes Grant. She also replaced four windows.



330

Property Consultations

When participants enroll in any of our Healthy Yards and Neighbourhoods programs, they receive an in-person consultation from our on-staff Arborist or Healthy Yards Advisor.

Each consultation provides our program participants with advice tailored to the needs of their property. Whether you plan to **install a rain garden or plant a tree**, our Healthy Yard Advisors will work with you **to help you achieve** your healthy yard goals



291

Healthy Yards Features

Last year, we planted **231 trees** chosen by homeowners through the Backyard Tree Planting program, and supported residents in installing **60 rain smart features** such as rain gardens, infiltration galleries and other meaningful actions that make their yards healthier and more resilient.



762

Outreach Event Participants

Our tree walks, workshops and community presentations presented plenty of opportunity for people to learn and then take action in their own back yard.

We saw lots of interest: **762 people attended 28 Healthy Yards outreach events** this year. A big thanks to all who participated for showing your commitment to sustainable living.

Leah's Rain Smart Yard



"It was fun to educate [others] about rain gardens and their positive impact."

Leah Bowman started working on her rain garden project two years ago after discovering Reep through social media and learning that she was part of a "Rain Smart Neighbourhood".

Becca, Reep's Healthy Yards Advisor and Manager of Stormwater and Healthy Landscapes Programs, helped Leah brainstorm ideas and construction techniques. In addition to her rain garden, Leah also built an infiltration trench between her house and her neighbour's house. This feature directed runoff further from their houses and towards the strip of land between their driveways, where it can safely soak into the soil.

Leah shares, "We're planning to make the above-ground part of the infiltration trench very natural, with plenty of plants and flowers, like a pollinator garden." While Leah collaborated with her neighbour on the infiltration trench, she took charge of the rain garden, with help from her kids.

Looking back, Leah recalls, "A few neighbours would stop and ask what was happening. Sometimes I'd see them outside, chatting and pointing towards my yard. It was fun to educate them about rain gardens and their positive impact."



601

Webinar Attendees

Building on the popularity of webinars during the pandemic years, we hosted 601 viewers in virtual events from across our different program areas.

Among the most popular were our **Home Efficiency Rebate Plus** live learning sessions, **Guelph Rain Garden workshops** and **Healthy Yards webinar series**.



158

Zero Waste Challengers

Our Zero Waste Challenge welcomed **158 people** and **69 pets** in reducing the amount of waste they generate.

The new 14-day challenge was a popular option, with **47 participants trying it out**. Several events added learning opportunities, including an outdoor screening of **Going Circular**, a documentary about recycling.



4

Youth Cutting Carbon Workshops

We took a different approach this year in our Youth Cutting Carbon program..

25 participants attended **4 workshops** focusing on how climate change makes us feel, ways we can take climate action, and the importance of talking about climate change with friends, family and others in our community.

Justin Trudeau Visits the Reep House for Sustainable Living



We were honoured to welcome Prime Minister Justin Trudeau to the Reep House on a beautiful Friday morning in October 2022.

The Reep team (and media) were stationed throughout the house and grounds, and the Prime Minister made stops along the way, asking questions and trying out our displays. His visit focused on the **Canada Greener Homes Initiative**, which helps people make their homes more energy-efficient in ways the Reep House demonstrates. Prime Minister Trudeau also got down in the soil and planted a native pollinator species in our Habitat Garden.



Afterwards we were delighted to have Prime Minister Trudeau stay for pizza, along with Members of Parliament Bardish Chagger, Bryan May, Tim Louis and Valerie Bradford.

From the RCMP advance team to the pre-visit inspection (featuring an excellent explosives sniffer dog) to relaxing over pizza and heat pumps with the Prime Minister, this was a visit to remember!



ClimateActionWR



ClimateActionWR is a collaboration between local municipalities, organizations and community members focused on climate change. It is co-led by Reep Green Solutions and our colleagues at **Sustainable Waterloo Region**.

ClimateActionWR transitioned to implementing TransformWR last year, with a main focus on building a strong foundation, engaging more organizations, and accelerating a transition towards an equitable, prosperous, resilient, and low-carbon community.

The ClimateActionWR Sector Committees created a visual guide for building owners to reduce emissions, organized home energy retrofit webinars, and conducted research on equity in active transportation and parking incentives for electric vehicles.

This year, ClimateActionWR made significant changes to how we engage with the community. We participated in 7 community events, like festivals, gatherings, and farmer's markets, in the Waterloo Region. We had more than 250 conversations with community members about the TransformWR plan and ways people can take action on climate change.

[Read the TransformWR Strategy Here](#)

Donors Drive Climate Action



"I love how Reep takes a grassroots approach, educating and taking action to make a real impact in our community.."

Mary Ann Vanden Elzen has known about Reep for as long as she can remember. It all began in the mid-90s when she had an energy audit done for her house, although it was through another organization connected to Reep. Since then, she has been a devoted supporter and donor, truly believing in our mission.

When it comes to working with Reep on projects alongside the Lakeside Neighborhood and the Friends of Lakeside Park, Mary Ann speaks highly of the experience. "Working with Reep has been really great. Together, we've accomplished some amazing things. In 2017-2018, Reep partnered with the Lakeside Neighborhood to pilot the Rain Smart Neighborhood program, resulting in 40 different installations of rain smart features..."

Mary Ann proudly emphasizes her appreciation for Reep's work, stating, "What Reep does is super important. I love how you take a grassroots approach, educating and taking action to make a real impact in our community. I've been supporting Reep for around three to four years now, and it's an organization I really believe in. If anyone is looking to start their sustainability journey, I would encourage them to check out Reep."

Donating is a Meaningful Action

\$28,120

Total Donations

Donations are an important way for people to create a positive impact. By [donating to Reep Green Solutions](#), donors support programs that lead directly to meaningful actions that help fight climate change.

Donations are vital to the sustainability of Reep. We extend our deepest gratitude to the donors who decided to support us this year.

[Donate Here](#)



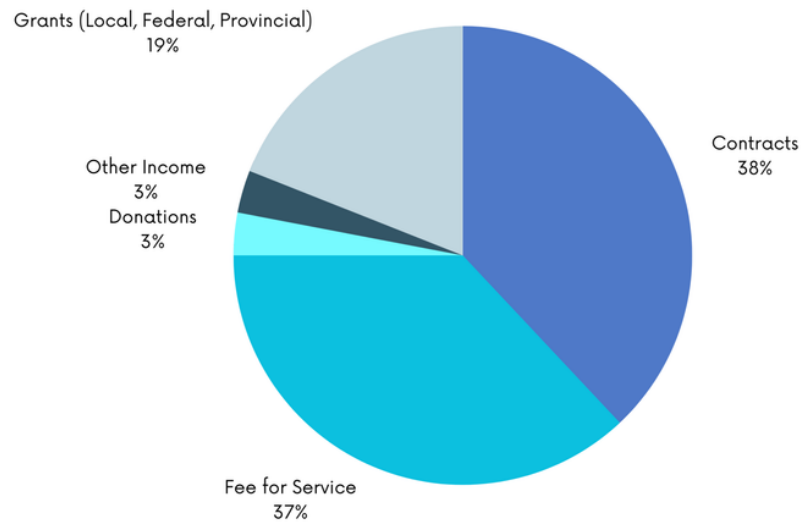
Financial Summary

The financial information in this section is derived from the financial statements for April 1, 2022 to March 31, 2023 which were audited by Clarke Starke & Diegel LLP.

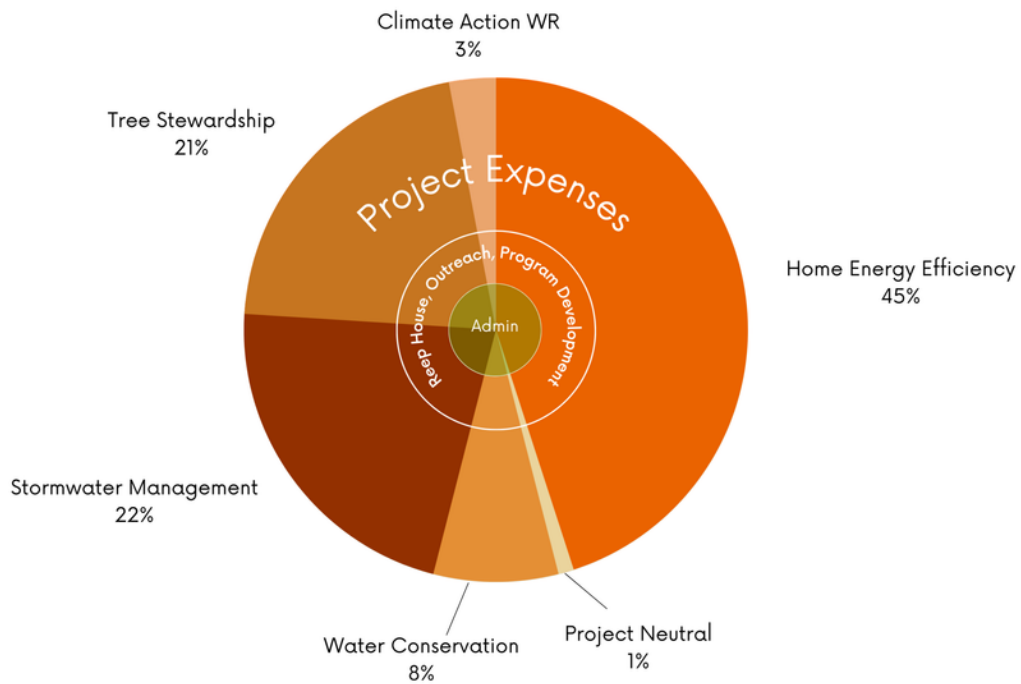
Given our strong results in 2021 and the growing urgency for climate action, in 2022 we invested heavily in the future. We increased capacity to meet our community's environmental goals—enhancing Reep's energy programs and data management to support all of our programs. Concurrently, one of our contracts was not renewed, and a grant-funded project was completed, leading to less revenue than the prior year. As all hands come on deck to address our communities' challenges, Reep is prepared and eager to play an increasing role.

Revenue		
Item	2022 to 2023	2021 to 2022
Core Funding & Grants	\$208,219	\$553,607
Contracts	\$423,689	\$410,853
Client fees	\$411,537	\$254,634
Donations	\$28,120	\$25,148
Other income	\$33,692	\$29,233
Total revenue	\$1,105,257	\$1,273,475
Expenses		
Salaries and benefits	\$901,635	\$803,014
Program delivery – contracted services and supplies	\$100,391	\$290,158
Outreach and community engagement	\$12,801	\$17,060
Rent and occupancy	\$11,610	\$11,470
Professional fees	\$35,292	\$24,770
Staff and organizational development	\$13,588	\$17,733
Office and administration	\$14,847	\$11,307
Insurance	\$14,539	\$9,346
Amortization	\$5,485	\$596
Interest and bank charges	\$16,112	\$10,746
Total expenses	\$1,126,300	\$1,196,200
Totals		
Canada Emergency Rent and Wage Subsidies	-	\$33,515
Excess (Deficiency) of Revenue over Expenses	(\$21,043)	\$110,790

Revenue



Expenses



Thank You to Our Funders!

Core Funders

We couldn't do it without you!



Region of Waterloo



Partners in Sustainability





OUR IMPACT

2022-2023

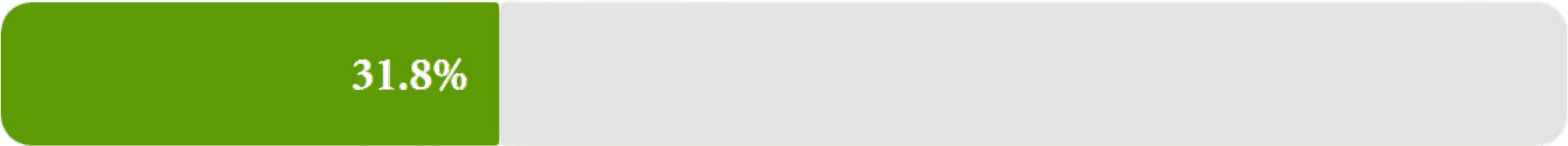
We help you live sustainably
reepgreen.ca



Our Vision

We believe that by acting today, we can leave our children
a community that is more resilient, vibrant, caring and
sustainable.

Goal: To achieve 10,000 meaningful actions by 2030



3,184

Meaningful Actions (2020-2023)

2022- 2023

1,130

Meaningful Actions

5,112

Supportive Actions





SUSTAINABLE DEVELOPMENT GOALS

7 AFFORDABLE AND
CLEAN ENERGY



UN SDG 7: Affordable and Clean
Energy

11 SUSTAINABLE CITIES
AND COMMUNITIES



UN SDG 11: Sustainable Cities and
Communities

12 RESPONSIBLE
CONSUMPTION
AND PRODUCTION



UN SDG 12: Responsible
Consumption and Production

13 CLIMATE
ACTION



UN SDG 13: Climate Action



Climate ActionWR

250

climate-action focused conversations

The ClimateActionWR Sector Committees:

- organized home energy webinars
- conducted research on equity in active transportation
- created a visual guide for building owners to reduce emissions



Home Energy Efficiency

868

EnerGuide Evaluations

\$4,410,378

Invested in the Local Economy

382

Retrofits Installed



Understanding Energy Poverty in the Waterloo Region



Healthy Yards & Neighbourhoods

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Healthy Yard Features

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Outreach Event Participants



Reflecting on Water Efficiency Efforts with WET Home Reviews



Community Engagement

601

Webinar Attendees

158

Zero Waste Challengers

4

Youth Cutting Carbon Workshops

Join the

Zero Waste Challenge

7-Day Challenge: October 16 - 22, 2023

Register now at reepgreen.ca/zwc



Prime Minister Visits Reep House for Sustainable Living

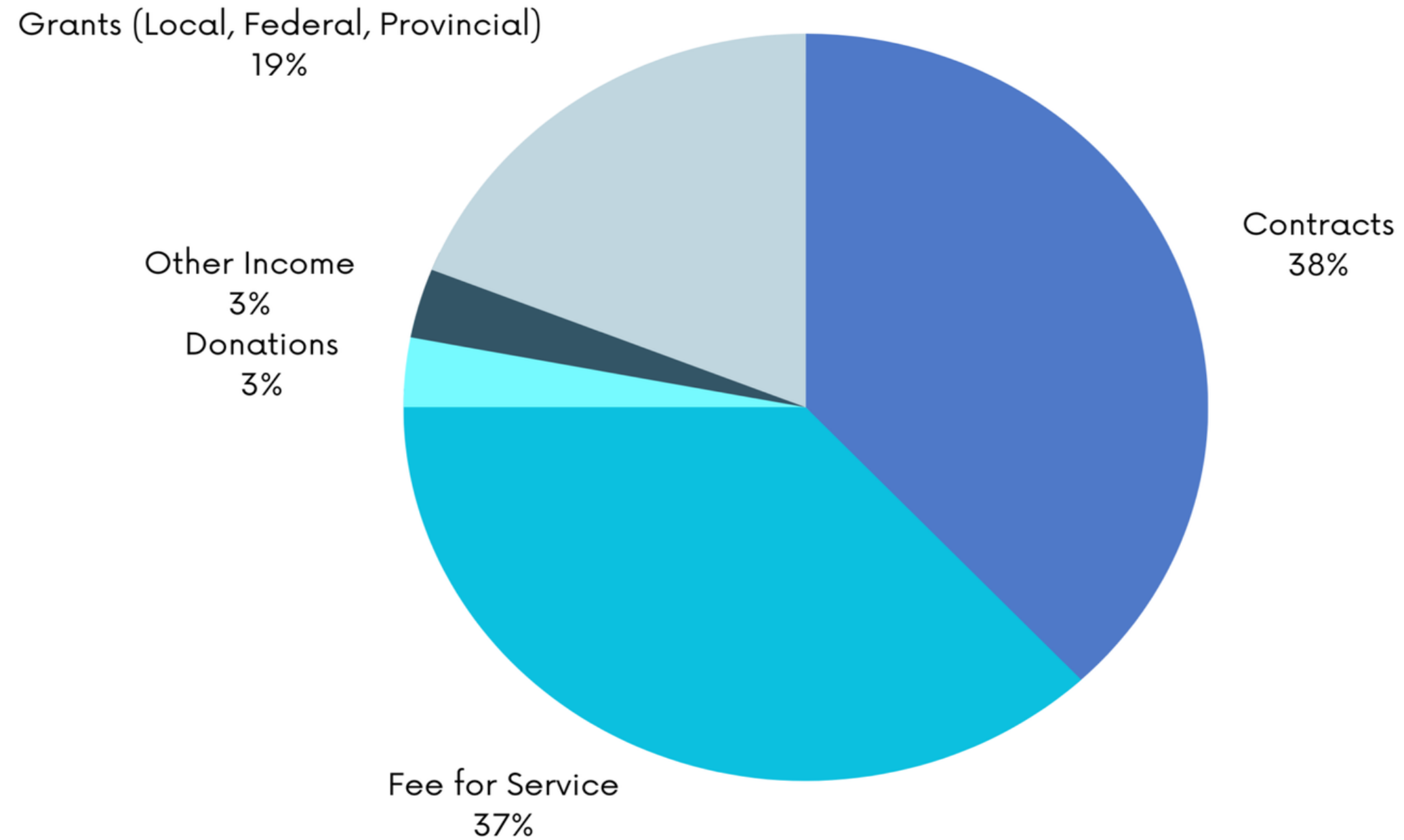


What's Coming Up?

- Home Energy Loan Program

Financial Summary

Revenue



Thanks to our Core Funders!



Region of Waterloo





PLANNING & DEVELOPMENT REPORT

To: Council

Meeting Date: October 3, 2023

Prepared by: Tim Van Hinte
Director of Planning

Date Prepared: September 27, 2023

Subject: Zoning By-law Amendment Application 02-23
Applicant: Bradley & Company Inc.
Location: 1060 Queen's Bush Road

Recommendation:

That the Council of the Township of Wellesley adopt the Zoning By-law Amendment for file ZBA 02-23 at 1060 Queen's Bush Road to change the zoning from Urban Residential (UR) to Urban Residential 2 (UR2), with the following site-specific exceptions:

- Permit "Stacked Townhouse Dwellings" in addition to the uses outlined in Section 11.1 of the Zoning By-Law;
- Permit a minimum Lot Area of 154 m² for "Stacked Townhouse Dwellings", whereas the Zoning By-law requires 175m²;
- Permit a minimum Front Yard depth of 4.5 metres, whereas the Zoning By-Law requires 6.0 metres; and
- Permit a minimum Exterior Side Yard depth of 4.5 metres, whereas the Zoning By-Law requires 6.0 metres.

Summary:

The owner of the subject lands is proposing to construct a stacked townhouse residential building consisting of 12 units. To facilitate this development, the applicant is proposing to change the zoning from Urban Residential (UR) to Urban Residential 2 (UR2), with site specific exceptions, to permit the development. The proposed building would have a height of a two-story building (9 metres). An off-street parking area will be provided on the east side of the property.

The application was circulated to Township departments and required agencies for comment and post-circulation comments were sent to the applicant on May 4, 2023. The statutory public meeting under the Planning Act was held on May 16, 2023 and the Township received

36 written comments from the public with respect to the application. The applicant submitted a response to agency and public comments on August 21, 2023 which was posted on the Township website.

Township staff and agencies have reviewed the response to comments by the applicant and are satisfied with the responses provided. No outstanding comments or issues have been identified by the agencies circulated on this application. In addition, staff have carefully reviewed and considered all public comments received to date and staff opinion on the comments has been included in this report.

In summary, staff recommend that the Zoning By-law Amendment for this application be approved as outlined in this report.

Report:

1. Description of Application

The owner of the subject lands is proposing to construct a stacked townhouse residential building consisting of 12 units at 1060 Queen's Bush Road (see Attachments 1 and 2). The proposed building would have a height of a two-story building (9 metres). An off-street parking area will be provided on the east side of the property. To facilitate this development, the applicant is proposing to change the zoning from Urban Residential (UR) to Urban Residential 2 (UR2), with the following site-specific exceptions:

- Permit "Stacked Townhouse Dwellings" in addition to the uses outlined in Section 11.1 of the Zoning By-Law;
- Permit a minimum Lot Area of 154 m² for "Stacked Townhouse Dwellings", whereas the Zoning By-law requires 175m² ;
- Permit a minimum Front Yard depth of 4.5 metres, whereas the Zoning By-Law requires 6.0 metres; and
- Permit a minimum Exterior Side Yard depth of 4.5 metres, whereas the Zoning By-Law requires 6.0 metres.

The property is 0.185 hectares in size and includes an existing house and garage (proposed for demolition). A future site plan control application will also be required if the zoning application is approved. The applicant has also indicated that a Draft Plan of Condominium application will also be submitted in the future.

2. Policy Context

The subject lands are within the Built-Up Area (BUA) of the Wellesley Urban Area. The Provincial, Regional and Township policy context for this application is described below in further detail.

A. Provincial Policy Statement

The Provincial Policy Statement (PPS) provides direction to “Matters of Provincial Interest” outlined in the Planning Act. The PPS focuses growth and development within urban and rural settlement areas while supporting the viability of rural areas. Efficient development patterns optimize the use of land, resources and public investment in infrastructure and public service facilities. The PPS includes a number of policies which are noted below that support development within settlement areas.

1.1.1 Healthy, liveable and safe communities are sustained by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long-term;
- b) accommodating an appropriate range and mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;

1.1.3.2 Land use patterns within settlement areas shall be based on densities and a mix of land uses which:

- a) efficiently use land and resources;
- b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;
- c) minimize negative impacts to air quality and climate change, and promote energy efficiency;
- d) prepare for the impacts of a changing climate;
- e) support active transportation;
- f) are transit-supportive, where transit is planned, exists or may be developed; and
- g) are freight-supportive.

1.1.3.3 Planning authorities shall identify appropriate locations and promote opportunities for *transit-supportive* development, accommodating a significant supply and range of *housing options* through *intensification* and *redevelopment* where this can be accommodated taking into account existing building stock or areas, including *brownfield sites*, and the availability of suitable existing or planned *infrastructure* and *public service facilities* required to accommodate projected needs.

1.4.1 To provide for an appropriate range and mix of housing types and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:

- a) maintain at all times the ability to accommodate residential growth for a minimum of 10 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development; and
- b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units

available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.

- 1.4.3 Planning authorities shall provide for an appropriate range and mix of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

b) permitting and facilitating:

1. all forms of housing required to meet the social, health and well-being requirements of current and future residents, including special needs requirements; and
2. all forms of residential intensification, including second units, and redevelopment in accordance with policy 1.1.3.3;

e) establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

The proposed development consists of stacked townhouse units and this offers a different housing option in the Township. Townhouses are also a more compact form of development and support Provincial goals of residential intensification. Compact development reduces land consumption and minimizes servicing costs. In summary, staff are satisfied that the proposed development is consistent with the PPS.

B. A Place to Grow – Growth Plan for the Greater Golden Horseshoe

The Growth Plan for the Greater Golden Horseshoe is the Ontario government's initiative to plan for growth and development in a way that supports economic prosperity, protects the environment, and helps communities achieve a high quality of life. The policies of the Growth Plan regarding how land is developed and resources are managed are based on the following principles:

- Support the achievement of *complete communities* that are designed to support healthy and active living and meet people's needs for daily living throughout an entire lifetime.
- Prioritize *intensification* and higher densities in *strategic growth areas* to make efficient use of land and *infrastructure* and support transit viability.
- Support a range and mix of housing options, including additional residential units and *affordable* housing, to serve all sizes, incomes, and ages of households.

Key policy sections of the Growth Plan that apply to this application include, but are not limited to, Section 2.2.2 (Delineated Built-up Areas) and Section 2.2.6 (Housing).

2.2.2 Delineated Built-up Areas

3. All municipalities will develop a strategy to achieve the minimum intensification target and intensification throughout delineated built-up areas, which will:

- c) encourage intensification generally throughout the delineated built-up area;
- d) ensure lands are zoned and development is designed in a manner that supports the achievement of complete communities;

2.2.6 Housing

1. Upper-and single-tier municipalities, in consultation with lower-tier municipalities, the Province, and other appropriate stakeholders, will:

- a) support housing choice through the achievement of the minimum intensification and density targets in this Plan, as well as the other policies of this Plan by:
 - i. identifying a diverse range and mix of housing options and densities, including additional residential units and *affordable* housing to meet projected needs of current and future residents.

The above policy sections are a small subset of the complete policies within the Growth Plan that deal with housing and growth. The Growth Plan also contains policies related to services, not only water and wastewater, but transit, roads and other community infrastructure.

In summary, staff is of the opinion that the proposed development conforms to the Growth Plan as it contributes to the intensification of the Wellesley Urban Area and the mix and range of housing available in the Township. In addition, the proposed development promotes the use of existing infrastructure and supports the development of complete communities.

C. Regional Official Plan

The subject lands are within the Built-Up Area (BUA) of the Wellesley Urban Area as designated in the Regional Official Plan (ROP, 2015). In order to plan for complete communities and promote intensification within existing urban areas, the ROP requires that a minimum of 45% of new residential development occurring annually within the region as a whole be constructed within the Built-Up Area (ROP Policy 2.C.2).

The ROP also sets out various development policies that are applicable to this application including, but not limited to, the following:

Policy 2.D.1 – Requires area municipalities to ensure that development within Urban Areas contributes to the creation of complete communities, is serviced by municipal water and wastewater, protects the natural environment, and respects the scale, physical character and context of established neighbourhoods.

Policy 3.A.2 – Requires area municipalities to provide an appropriate range of housing in terms of form, tenure, density and affordability to support the needs of current and future residents.

Regional staff have advised that the proposed development conforms to the ROP and Township staff are in agreement. The proposed development contributes to diversifying the existing range of housing available in Wellesley, will intensify the Built-Up Area and can be designed to respect the character of the existing neighbourhood.

D. Township Official Plan

The subject lands are within the Wellesley Urban Area, within the Built-Up Area (BUA), and designated Urban Residential in the Township Official Plan (Maps 2, 2A and 4). Key policy sections applying to these lands include, but are not limited to, Wellesley Urban Area policies 2.7.1 (Development Policies) and 2.7.2 (Reurbanization Target). Other key policies are outlined below.

The Urban Residential Designation policies are contained in Section 2.7.6:

- 2.7.6.1 The Urban Residential designation applies to areas within the Wellesley Urban Area where the predominant use of land is for housing and related land uses. The purpose of the Urban Residential designation is to provide for a range of residential and *accessory uses* in order to accommodate current and future residential demands.
- 2.7.6.2 *Accessory uses* are intended to allow consideration in the Township's Zoning By-law for those types of related or *accessory uses* which normally form part of a residential neighbourhood which may include uses such as home occupations and neighbourhood commercial uses.
- 2.7.6.3 A mix of housing types and densities will be encouraged in this designation in accordance with Section 4.2 and 4.4 of this Plan.

Section 4.0 of the Official Plan contains more specific housing policies under policies 4.1 (General Policies) and 4.2 (Range and Mix of Housing Types). Section 4.2 encourage a range and mix of housing and tenure options and Section 4.4 encourages seniors housing types.

In addition, Section 6.1.1 (Land Use Compatibility) is also applicable to the proposed development:

- 6.1.1 The Township will encourage *development* that is compatible with the location, density and other characteristics of surrounding land uses. Compatibility will address both the impacts of surrounding land uses on the proposed *development*, as well as impacts of the proposed *development* on surrounding land uses. Factors that will be used to assess the compatibility of a proposed *development* include:
 - a) the density, scale, height, massing and visual impact of surrounding buildings and the proposed development;
 - b) the preservation of the natural environment and *cultural heritage resources*;

- c) the continued visibility and viability of adjacent land uses;
- d) *pedestrian*, cyclists, horse-drawn vehicles and other vehicular movements and linkages, and parking requirements;
- e) landscaping, setbacks, sun and shadow effects, wind effects, signage, lighting and buffering of proposed and existing developments;
- f) noise, dust, odours or vibrations generated by surrounding land uses as well as the proposed development; and
- g) traffic generated by surrounding land uses and the proposed *development*.

The proposed stacked townhouse development would be the first of its kind in Wellesley and would contribute to providing a wider range of housing options for current and future residents. Stacked townhouses are a more compact form of development and supports the goal of residential intensification as outlined in the Official Plan. Compact development reduces land consumption and minimizes water and wastewater servicing costs.

The immediate surrounding neighbourhood where the subject lands are located consists primarily of single detached dwellings of varying size and the Wellesley Public School. With respect to compatibility with surrounding land uses, staff note that the term “compatibility” does not mean that the proposed development must be the same as surrounding land uses. While different than the existing land uses in the neighbourhood, staff are of the opinion that the proposed development is compatible with the surrounding neighbourhood because:

- The proposed building has been oriented towards Queens Bush Road and Village Road such that it is not facing rear yards on Welwood Avenue. There is no residential use on the property immediately to the east and there is sufficient distance between properties across Queen’s Bush Road and Village Road because of the characteristics of the corner lot;
- The height of the proposed building is reasonable given the context. While the development would be taller than bungalows in the area, the maximum height of 9.0 metres is less than what is already permitted on the property and adjacent properties (10.5 metres in the Urban Residential – UR zone);
- The subject lands are not within or contiguous to a Core Environmental Feature designated by the Official Plan;
- The proposed development has met minimum landscaped area requirements and the proposed setbacks are reasonable;
- Minimal additional traffic will be generated by the development and the proposed driveway location improves the intersection at Queen’s Bush Road and Village Road by removing two existing driveways close to the intersection; and

- Sufficient parking has been provided for this type of development and is consistent with similar projects in surrounding municipalities.

In summary, staff are of the opinion that the proposed development conforms to the Township Official Plan.

E. Zoning By-law

The subject lands are currently zoned Urban Residential (UR) which permits a variety of uses including, but not limited to, single detached, semi-detached, duplex and additional dwelling units. The applicant's proposed zoning category of Urban Residential Two (UR2) is appropriate for the proposed land use in this case. The UR2 zone is intended to apply to townhouse units in the Wellesley Urban Area.

The applicant's Planning Justification Report (Arcadis, March 15, 2023) and subsequent comment response document (Arcadis, August 21, 2023) provide a full review of all Zoning By-law regulations. In summary, staff have reviewed these documents and concur with their respective conclusions.

The proposed development meets most Zoning By-law regulations in the UR2 zone, with some exceptions. It is not unusual to request site specific amendments for infill-type development, where lots are not laid out in regular shapes as they would be in newer subdivisions. The following table provides a summary of the Zoning By-law regulations related to this application within the UR2 zone and staff comments.

Regulation	Requirement	Provided	Staff Comments
Permitted uses	Townhouse dwellings	Stacked townhouse dwellings	Stacked townhouses are defined in the Zoning By-law but not permitted in any zone. The reason for this approach is that, in some cases depending on the design of the development, stacked townhouses may be required to use the Urban Residential Three (UR3) zone if the units are designed as apartment units. In this case, staff are of the opinion that the applicant's proposed zoning category of UR2 is appropriate for the proposed land use.
Minimum Lot Area (per Townhouse unit)	175 m ²	154 m ²	The UR2 zone requires a minimum lot area of 175 m ² per dwelling unit for townhouses. This requirement is essentially a limit on the density in which a property can be developed. Since the subject lands are 1848 m ² in size, if the UR2 zone minimum is applied, 10 units would be permitted. In this case, the applicant has proposed

Regulation	Requirement	Provided	Staff Comments
			12 units (154 m ² per unit) and staff is of the opinion that this should be considered a minor increase in the permitted density.
Minimum Lot Frontage (Corner Lot)	12.0 m	38.4 m	Complies
Maximum Building Height	9.0 m	9.0 m	Complies
Minimum Floor Area (per unit)	100 m ²	100 m ²	Complies
Front Yard Depth	6.0 m	4.5 m	The proposed front yard setback is reasonable, given the additional setback afforded by the grassed boulevard between the lot line and the paved portion of Queens Bush Road. In terms of public safety, the proposed reduced setback does not inhibit the ability of the applicant to provide the required visibility triangles at the corner of Queens Bush Road and Village Road or for the access driveway.
Exterior Side Yard Depth	6.0 m	4.5 m	The proposed exterior side yard setback is reasonable, given the additional setback afforded by the grassed boulevard between the lot line and the paved portion of Village Road. In terms of public safety, the proposed reduced setback does not inhibit the ability of the applicant to provide the required visibility triangle at the corner of Queens Bush Road and Village Road.
Interior Side Yard Width (50% building height, min. 3 m)	4.5 m	20.6 m	Complies
Rear Yard Depth	7.5 m	7.5 m	Complies
Maximum Lot Coverage	40%	24%	Complies
Minimum Landscape Area	30%	33%	Complies
Minimum Distance to Intersection	9.0 m	35 m	Complies
Parking Spaces	18	18	Complies

Regulation	Requirement	Provided	Staff Comments
Accessible Parking Spaces	1	1	Complies

In summary, staff are of the opinion the proposed amendment meets the purpose and intent of the Zoning By-law.

3. Staff and Agency Comments

Staff and the Township engineering consultant completed a fulsome review of all reports, plans and studies submitted as part of this application. Staff provided comments to the applicant on May 4, 2023 and the applicant submitted a comprehensive response document on August 21, 2023. In summary, staff and the Township engineer are satisfied with the responses to all comments.

The application was circulated to the required agencies and a summary of comments received is provided in the following table.

Agency	Comment	Staff Response
Region of Waterloo	Various comments related to the Servicing Design Brief from Regional Water Services staff	Regional staff have advised that comments have been addressed through revisions to the design brief.
	Staff will require a Salt Management Plan and Noise Warning Clause as part of Site Plan / Condominium approval	Staff concur with this comment and will be required through future development agreement.
Waterloo Region District School Board	Request that pedestrian safety, access and construction noise/debris be considered in application review	Staff have reviewed these aspects of the proposed development and are satisfied with the applicant's response and that these comments have been considered.
Waterloo Catholic District School Board	Education Development Charges will be collected at time of building permit	Staff concur with this comment.
Canada Post	Central mailbox to be provided on site at the developer's expense	Staff concur with this comment and will be required through future development agreement.

Key revisions to the proposed development as a result of staff comments include the following:

- The entrance connection to Queens Bush Road has been revised to 90 degrees as per Township development standards to meet safety and visibility requirements;

- Stormwater management for the site now includes on-site management feature/swale to ensure that post-development flows match pre-development flow rates for the 2-to-100-year design storm events; and
- Stormwater will now outlet to the storm sewer on Village Road instead of Queens Bush Road.

At this time, all agencies that have provided comments have accepted the applicant's revisions and responses and there are no further outstanding items from agencies.

4. Public Comments

The statutory public meeting for this application was held on May 16, 2023. In accordance with the Planning Act, Township staff provided written notice of the application and the statutory public meeting to all properties within 120 metres of the subject lands and a notice sign was placed on the property. Public notice for this meeting was also posted on the Township website along with all supporting studies, reports and plans related to the application. Approximately 45 members of the public attended the meeting.

As of September 27, 2023, staff have received 36 written submissions or comments and one petition related to this application (Attachment 4). Staff have reviewed, analyzed and considered all public comments received related to this application. A summary of public comments and concerns and staff responses is provided below.

a) Density, Setbacks, Design and Neighbourhood Compatibility

Respecting the existing character of the neighbourhood while intensifying the Wellesley Urban Area is an important consideration of this application. Several public comments have been received suggesting that the proposed density, height and setbacks of the development are not appropriate or compatible with the surrounding neighbourhood. These concerns are valid and not uncommon when intensification projects are proposed.

However, as mentioned above, staff note that the term "compatibility" does not mean that the proposed development must be the same as surrounding land uses. While different than the existing land uses in the neighbourhood, staff are of the opinion that the proposed development is compatible with the surrounding neighbourhood because:

- The proposed building has been oriented towards Queen's Bush Road and Village Road such that it is not facing rear yards on Welwood Avenue. There is no residential use on the property immediately to the east and there is sufficient distance between properties across Queen's Bush Road and Village Road because of the characteristics of the corner lot. The proposed front and exterior side yard setbacks are reasonable, given the additional setback afforded by the grassed boulevard between the lot line and the paved portion of Queen's Bush Road and Village Road.
- Through the pre-submission stage of this application in 2022, the applicant had provided a concept plan consisting of 15 units for this site. At the time, staff suggested to reduce the proposed density for reasons of compatibility and maintaining the rear yard setback. The proposed number of units was reduced to 12 once the application

was submitted. While the proposed density is more than what would be permitted in the UR zone and a minor increase to what is permitted in the UR2 zone, it is less than what was originally proposed.

- The height of the proposed building is reasonable given the context. While the development would be taller than bungalows in the area, the maximum height of 9.0 metres is less than what is already permitted on the property and adjacent properties (10.5 metres in the UR zone);

The applicant was asked to provide further justification for the request to reduce the minimum lot area, front yard depth and exterior side yard depth requirements and staff has accepted the applicant's response. The Township has very limited ability to dictate building design or exterior finishes, however, staff is of the opinion the proposed "fit" of the new building into the surrounding neighbourhood is reasonable given the context.

b) Privacy Concerns with Neighbouring Properties

A few neighbours immediately adjacent to the subject lands expressed concern about increased development and the impacts to privacy and enjoyment of their properties. Staff understand these concerns and note that aspects such as landscaping, fencing and lighting will be addressed through the Site Plan approval process. Staff is satisfied that the applicant has considered impacts to neighbouring properties as follows:

- The proposed building has been oriented towards Queens Bush Road and Village Road such that it is not facing rear yards on Welwood Avenue.
- The required rear yard setback is being maintained.
- The proposed building height of 9.0 metres is less than what is currently permitted in the UR zone (10.5 metres).
- Staff will require privacy fencing along the east and south sides of the subject lands as part of the Site Plan approval process to protect privacy.
- Staff will require any lighting not to be directed towards neighbouring properties as part of the Site Plan approval process.

c) Traffic and Pedestrian Safety

Many public comments suggested that the proposed development would generate an unacceptable increase in the amount of traffic due to the proximity to the school and the Queens Bush and Village Road intersection. Other residents were concerned about pedestrian safety at the intersection. Traffic during school drop-off and pick-up times is an issue at many schools in Waterloo Region and this is not an issue unique to Wellesley.

However, staff is of the opinion that the amount of anticipated traffic generated by the proposed development will be minimal given the existing traffic volumes along Queens Bush Road and that a traffic study is not warranted.

Public Works staff recently collected traffic counts and speeds along Queens Bush Road in the vicinity of the proposed development for three days in May 2023 (1069 and 1070 Queens Bush Road). The results are provided in the following table.

Traffic Direction	Annual Average Daily Traffic (AADT)	Average Speed	Average Speed (85th Percentile)
Westbound	1968	28	36
Eastbound	1847	37	44

Staff are of the opinion that the proposed driveway location improves the intersection at Queen's Bush Road and Village Road by removing two existing driveways close to the intersection. In addition, in terms of public safety, the proposed reduced setback does not inhibit the ability of the applicant to provide the required visibility triangle at the corner of Queens Bush Road and Village Road. In addition, staff will be considering a sidewalk along the frontage of the property to provide a pedestrian connection between the proposed development, the intersection of Queen's Bush and Village Roads, and the Queen's Bush crosswalk. This can be addressed at the Site Plan approval and/or Plan of Condominium stage.

d) Parking

Some residents have suggested that the proposed development does not provide sufficient parking. It is true that Wellesley is not served by public transit and ensuring sufficient parking is a valid concern. However, the applicant has proposed 18 parking spaces and staff is of the opinion that this meets the requirements of the Zoning By-law.

While traditional street townhouses are required to provide two parking spaces per unit, this development is not a street townhouse development. Rather, staff believe that a parking rate of 1.5 spaces per unit is more appropriate for stacked townhouses as this is consistent with parking rates for triplexes and other multi-unit housing forms as defined in the Zoning By-law. Since the proposed development will consist of two-bedroom units, staff believe that the amount of parking provided is sufficient and is consistent with the rate applied to other multi-unit developments in Wellesley.

e) Tree Removal

Concerns were raised by some residents with respect to the number of mature trees that are proposed for removal to facilitate the development. In this case, it is important to note that the Region of Waterloo's Woodland Conservation By-law does not apply to this site nor does the Township have its own tree-cutting by-law. The subject lands are not within or contiguous to a Core Environmental Feature as designated in the Official Plan. In addition, the proposed development meets minimum landscape open space requirements (30%) as required in the Zoning By-law.

Typically, issues associated with tree removal and retention are considered as part of the Site Plan approval process. Through this process, as many trees as possible will be retained, however some will need to be removed. Staff will work with the developer on this aspect of the development and may require additional trees to be planted as compensation.

f) Stormwater Management

Some residents were concerned with the increased amount of stormwater that will be generated by the proposed development as a result of more hard surfacing on the subject lands. Other residents were concerned with the quality of water being discharged from the site.

A Servicing Design Brief was submitted as part of this application and was review by both Regional Water Services staff and the Township engineer. The Township's development standards require a developer to demonstrate that stormwater quantity and quality control requirements have been met. Several engineering comments were submitted to the applicant and the plan has been revised to include an on-site stormwater management feature/swale to ensure that post-development flows match pre-development flow rates for the 2-to-100-year design storm events.

Following revisions to the servicing and stormwater plans, Regional staff and the Township engineer have advised that the servicing and engineering plan for this site is acceptable. Detailed engineering of the site will be completed through the future Site Plan and/or Plan of Condominium approval process.

g) Snow Removal and Salt Management

Some residents mentioned that ensuring adequate space for snow removal and ensuring that the application of road salt is managed are important considerations related to this application. Staff agree with these comments and these issues will be addressed through the Site Plan approval process. In addition, the Region will require the completion of a Salt Management Plan as a condition of Site Plan approval.

h) Climate Change Mitigation

A few residents expressed concerned that the proposed development has not have regard for the impacts of a changing climate and mitigation measures in this regard. As part of staff's preliminary review of this application, the applicant was asked to provide further explanation as to how climate change and greenhouse gas emissions have been taken into account as part of the proposed development.

Climate change mitigation is complex and requires the cooperation of all levels of government, developers and residents, from a national level to detailed site design. In this case, staff is satisfied that the applicant has met minimum policy and regulatory requirements. The applicant must meet the requirements under the Building Code and typically new buildings are much more energy efficient than older ones. PPS Policy 1.8.1 requires municipalities to support energy conservation, improved air quality, reduced greenhouse gas emissions, and preparing for climate change impacts through development patterns which promote compact urban form, intensification and active transportation. Staff are of the opinion that the proposed development has met this PPS policy.

i) Intensification in the Wellesley Urban Area

A few residents expressed support for intensification in Wellesley and a wider range and mix housing in the village. Staff agree that supporting more compact and diverse housing forms

has multiple benefits including but not limited to preserving farmland, making better use of existing infrastructure, and contributing to the development of complete communities. In addition, Provincial, Regional and Township policies support this type of development.

Staff is of the opinion that the applicant has considered the public concerns that have been raised and that the responses provided are satisfactory. Some of the concerns raised by the public can be addressed at the Site Plan approval and/or Plan of Condominium stage.

5. Conclusion and Next Steps

In conclusion, intensification of the Wellesley Urban Area is supported and encouraged by Provincial, Regional and Township planning policies. The proposed development will be different than other residential uses in the neighbourhood. However, staff is of the opinion that the design is reasonable and the proposed development is compatible with the neighbourhood. Although some residents do not support the development of these lands, Township planning decisions need to be consistent with Provincial, Regional and Township policies. Concerns and comments from residents and neighbours have been fully considered, analyzed and, where possible, mitigated.

The applicant's response and revisions to the development as a result of staff and agency comments are acceptable. If the proposed Zoning By-law Amendment is adopted by Council, the applicant intends to submit a Site Plan application and Plan of Condominium application. Neither process requires an additional public meeting under the Planning Act or Condominium Act.

Township Strategic Plan:

This report aligns with the initiative of Growth Management/Sustainable Growth with the strategic goal to ensure the Township of Wellesley is carefully planned and that Township policies provide for well-managed, balanced, sustainable growth and directly relates to the strategic objective of developing strong, appropriate, local land use policies and guiding principles in the context of an Official Plan that concurs with Provincial and Regional policy.

Financial Implications:

Required planning application and engineering review fees have been paid.

Other Department / Agency Comments:

As noted in the report. All department and agency comments have been addressed.

Legal Considerations:

None at this time.

Attachment(s):

Attachment 1 - Location Map

Attachment 2 - Revised Site Plan

Attachment 3 – Public Comments

Approved By:

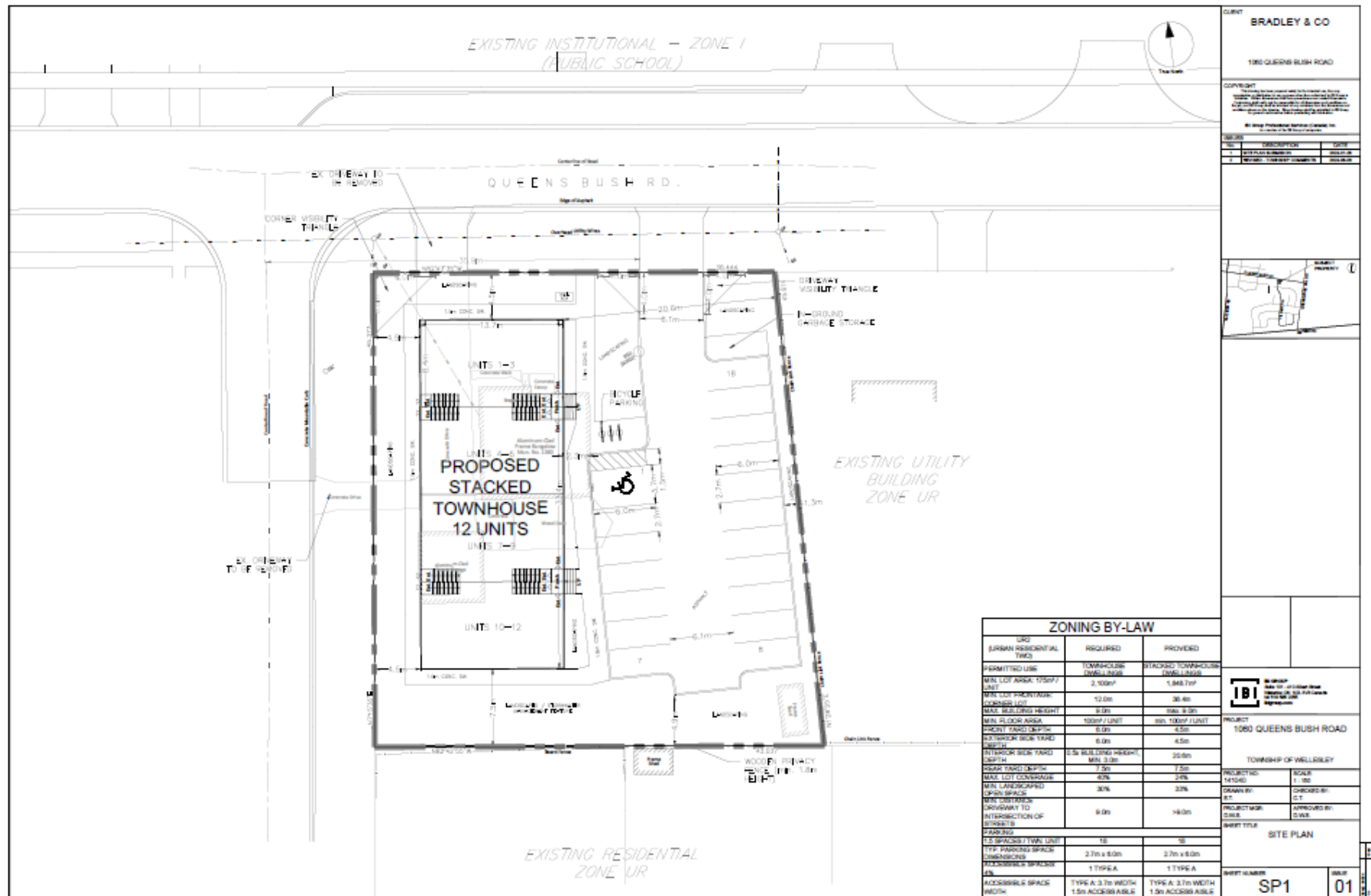
Rik Louwagie

Attachment 1 – Location Map

ZBA 02-23 - Bradley & Company - 1060 Queen's Bush Road



Attachment 2 – Revised Site Plan



Attachment 3 – Public Comments

From: [Grace Neeb](#)
To: [Tim Van Hinte](#); [Joe Nowak EXT](#); [Joe & Barb Nowak](#)
Cc: [REDACTED]; [Joan Lesyk](#); [Michelle Dienesch](#); [Calvin & Darlene Schmidt](#); [Rob Gray](#); [Marshall Roth](#)
Subject: Re: ZBA 02-23 - Bradley & company -1060 Queens Bush Road
Date: April 5, 2023 4:04:18 PM

You don't often get email from [REDACTED]. [Learn why this is important](#)

Dear Joe and Tim,

We received the notice about the "Proposed Stacked Townhouse 12 Units" and have a number of questions and concerns.

First of all let me say that I understand the need for affordable housing in Wellesley and the Region of Waterloo.

We originally heard a triplex was going to be built there, so you can imagine our shock and surprise to see the proposed 12 units. Other than Pondview, and Terrace on the Pond I believe the rest of the units in Wellesley are triplexes.

Under the current zoning UR how many units could be built?

Has the groundwater off of a building that size been considered, the trees that need to be removed and the complete change to the look of the neighbourhood. Not to mention the proximity to the school.

I heard Mayor Guthrie say that if they remove a single family dwelling in Guelph that they can put in 3 units, and he would like to see perhaps 4.....

12 units could potentially house 40-50 people (2 adults and 2 children each). I feel this is way too many people for that corner lot. When I see how the unit downtown beside the grocery store is maintained I have even larger concerns.

Changing the zoning could also open up the village for units like this to be part of infilling on every spare lot in town. Developers don't care about our village, they only care about the bottom line.

Lets provide homes for people to live in, but let's do it responsibly.

We would appreciate any additional information you might have and an answer to what is allowed under current zoning.

Thank you,
Grace and Elmer Neeb

From: [Gary Lesyk](#)
To: [Joe Nowak EXT](#); [Tim Van Hinte](#)
Subject: Re: Notice of Application - Submission ZBA 02-33
Date: April 6, 2023 2:24:04 PM

You don't often get email from [REDACTED] [Learn why this is important](#)

On Thu, Apr 6, 2023 at 2:00 PM Gary Lesyk [REDACTED] wrote:

Dear Sirs:

We recently received the notice of a proposed "Stacked Townhouse 12 Units" development for the corner of Queens Bush and Village Road and my wife and I are extremely concerned about this very surprising proposal and the future of our village. We know many others who feel the same way as you no doubt know by now.

We moved here just under ten years ago and up until the recent and disturbing issue of increasing our taxes by 14% (even worse done so without full transparency) we have always felt that our decision to move here was a wise one. However, adding to the shocking tax hike, what we deem to be a most inappropriate proposal for housing development in the village, we are second guessing our decision of ten years ago and as such we felt it absolutely necessary to share our concerns with you.

I think most Canadians agree, without reservation, that one of this country's biggest issues is that of affordable housing. However, most would also agree that there often appears to be very little thought put into solving the problem through a pragmatic plan that often takes into account existing residents.

Our first concern is the fact that the proposal is for 12 Units. Twelve units on a corner lot that for all intents and purposes is actually the size of 2 lots? How is such re-zoning possible?

Second, The proposed development is directly across from Wellesley Public School and from our perspective the last thing we need is a busier intersection for our kids to deal with. It is far too busy and potentially dangerous now. Twelve units could equate to anywhere from 24 to 45-50 additional people on that small corner property. Additional automobiles for the tenants could easily number 15-24 and additional emissions from that many cars in such a small lot needs to be considered. Not just because of the school but also the numerous existing residences adjacent to or close to the proposed development.

Third, Having lived in numerous other cities and towns across the country over my lifetime I have also seen what happens to an area that is not properly supervised or properly maintained when quick fix "affordable" housing is executed. Do we really want the potential for all these possible risks across from our children's school? Obviously the zoning had to be changed and begs the questionare we going to see much more of this where as soon as some space becomes available we simply fill it with "affordable housing"?

Four, no matter how well written the various documents are by Developers and how warm

and fuzzy they appear , they could not care less about our Village. This is about making money with zero and I repeat zero concern for the village. I have to believe you both know that. They build and they leave moving on to the next profit opportunity. That is the nature of the beast, unfortunately. They simply do not care about anything but making money. Our best interests are not being served by developers and never will be. Our best interests here in The Village must be served by all those we vote into office and those who work for the village and the region.

In closing, we should never lose sight of the fact that people need homes they can afford. There must , however, be more appropriate, safer and common sense solutions in our area to that which is being proposed. This particular proposal appears to “ hey we will just plop it down here and move on.” The quiet, distinct and unique culture and environment we currently have and all enjoy here in Wellesley is not something my wife Joan and I take for granted. Far from it. That was the number one reason we moved here from Waterloo. Watching the proposed changes being considered such as this one has us a little dumbfounded and deeply concerned about the future of our village.

Respectfully submitted

Gary & Joan Lesyk
76 Welwood Avenue
Wellesley

From: [Joe Nowak](#)
To: [Rob Gray](#); Dbrick@wellesleytownship.ca
Cc: [Grace Neeb](#); [Tim Van Hinte](#)
Subject: Re: ZBA 02-23 - Bradley & company -1060 Queens Bush Road
Date: April 6, 2023 5:35:52 PM

Rob thanks for sharing your concerns. I will ask our planner Tim Van Hinte to prepare a response.

Regards

Joe

From: Rob Gray [REDACTED]
Sent: Thursday, April 6, 2023 10:23:32 AM
To: Dbrick@wellesleytownship.ca <Dbrick@wellesleytownship.ca>
Cc: Grace Neeb [REDACTED]; Joe Nowak <JoNowak@regionofwaterloo.ca>
Subject: Fwd: ZBA 02-23 - Bradley & company -1060 Queens Bush Road

****EXTERNAL ALERT** This email originated from outside the Region of Waterloo.**

Good morning Derek,

Please review the email from Grace Neeb,

We are all not pleased with this proposal, to say the least.

This will totally change the look and feel to the neighbourhood, not for the better.

The extra traffic, and being so close to the school has to offer safety concerns for all.

Village Road is very busy prior to school start, and at the end of the day. With students being dropped off and being picked up, the site lines will be hampered, causing safety concerns.

Derek there has to be a better resolution for the new Landlord and the citizens of Wellesley.

Sincerely Rob & Janice Gray.
69 Welwood Ave.

----- Forwarded message -----

From: Grace Neeb [REDACTED]
Date: Wed, Apr 5, 2023 at 4:04 PM
Subject: Re: ZBA 02-23 - Bradley & company -1060 Queens Bush Road
To: <tvanhinte@wellesley.ca>, Joe Nowak <JoNowak@regionofwaterloo.ca>, Joe & Barb Nowak [REDACTED]
Cc: [REDACTED], Joan Lesyk [REDACTED], Michelle Dienesch [REDACTED], Calvin & Darlene Schmidt [REDACTED], Rob Gray [REDACTED], Marshall Roth [REDACTED]

Dear Joe and Tim,

We received the notice about the "Proposed Stacked Townhouse 12 Units" and have a number of questions and concerns.

First of all let me say that I understand the need for affordable housing in Wellesley and the Region of Waterloo.

We originally heard a triplex was going to be built there, so you can imagine our shock and surprise to see the proposed 12 units. Other than Pondview, and Terrace on the Pond I believe the rest of the units in Wellesley are triplexes.

Under the current zoning UR how many units could be built?

Has the groundwater off of a building that size been considered, the trees that need to be removed and the complete change to the look of the neighbourhood. Not to mention the proximity to the school.

I heard Mayor Guthrie say that if they remove a single family dwelling in Guelph that they can put in 3 units, and he would like to see perhaps 4.....

12 units could potentially house 40-50 people (2 adults and 2 children each). I feel this is way too many people for that corner lot. When I see how the unit downtown beside the grocery store is maintained I have even larger concerns.

Changing the zoning could also open up the village for units like this to be part of infilling on every spare lot in town. Developers don't care about our village, they only care about the bottom line.

Lets provide homes for people to live in, but let's do it responsibly.

We would appreciate any additional information you might have and an answer to what is allowed under current zoning.

Thank you,
Grace and Elmer Neeb

--

Rob Gray

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Sat.10:00 am to 4:00 pm

Tim Van Hinte
Planner
The Township of Wellesley
Greetings Mr. Van Hinte

Re: Planning Justification Report 1060 Queens Bush Road, Township of Wellesley

I am in favor of intensification. I will be making these points during the public meeting, so I wanted to provide a heads-up for you.

I know that development requires both risks to invest and profitability. Development also has a social component as well as an environmental component. And I want these issues to be addressed in detail as the zoning amendments are considered.

Accommodating Visitors: I am concerned about 12 units. How will visitor parking / overnight visitor parking be accommodated? Two workers in one household = 2 vehicles required.

The building of 8 units, given the size of the site, with the proposed parking provisions, sounds more in keeping with the site capacity and the surrounding residential area.

Family Friendly: I am relieved to see that each townhouse is approximately 1200 square feet, meaning it fits the minimum family friendly criteria. If priced appropriately, this could fit 8 families of 4 people for a total of 32 persons. The current site planning shows minimum criteria for occupancy and therefore shows minimum criteria for parking.

How will we know that the site will provide both affordable and family friendly accommodation? 80% of market value is not affordable for many families who are seeking housing. What are the developer's intentions in this regard? Will these be rental units? Will each townhouse be freehold? Or a mix?

Lack of Public Transit, maximum number of units: With no public transit in Wellesley, the proposal needs to show accommodation for two-vehicle households and therefore, a minimum of 16 parking spaces for 8 units, and 24 spaces for 12 units. City figures for rural planning are not adequate when public transit is absent.

Greenhouse Gas emission mitigation: Also, in keeping with environmental considerations and Wellesley Township's declaration of a climate emergency, the developer needs to show how this building will be built to minimize and hopefully eradicate operational greenhouse gas emissions. What provisions are made for the charging of electric vehicles? This proposal needs to lead the way for installation of non-fossil fuel heating and cooling. That means there should be no installation of gas fueled appliances. Regarding item 4.1 s, page 10 of the Final Planning Justification Report 1060 Queens Bush Road, Township of Wellesley Zoning By-Law Amendment Application, the applicant needs to provide plans for mitigating greenhouse gas emissions from the proposed construction and ongoing habitation of the units. I advocate for cold climate heat pumps, for each unit as well as services adequate to charge two electric cars for each proposed unit.

I object strongly to the applicant's response in the Demonstration of Regard section of this item. Housing is one source of greenhouse gas emissions. I quote in bold type section 4.1 s below:

Provincial Interest: The mitigation of greenhouse gas emissions and adaptation to a changing climate.
Demonstration of Regard: This matter of provincial interest is not considered applicable to this application.

The applicant needs to be aware that construction is a greenhouse gas emissions concern which can be mitigated by the choice of construction methods and materials. The applicant also needs to be aware that Stationary Residential combustion contributed about 1.3% of the total Canadian Greenhouse gas emissions in 2020 (Source: <https://www.canada.ca/en/environment-climate-change/services/climate-change/greenhouse-gas-emissions/sources-sinks-executive-summary-2022.html>) The applicant should be required by this section, to state how the trees on the site will be sustained. They are carbon sinks, and if any trees are removed, or damaged, how will the applicant replace an equivalent carbon sink to show regard for the Provincial (and local) interest of section 4.1 s. It takes trees many years to become the carbon sinks these trees currently are on the 106o site. These trees are also wildlife habitats.

Outdoor property maintenance provisions:

Given what we have seen on Queen's bush with landlord property Maintenance near Pym's grocery store, ad outdoor property maintenance plan needs to be clear so that the neighborhood continues wot be well maintained and refuse-free.

Storm water, snow and water runoff:

I want to be clear about stormwater run off and flow from the site. I also want clarity on snow removal and how such servicing will be planned so that snow melt and snow storage are not issues. Although planned for the east side of Village Road, I want to be sure that the flow will be free and appropriately directed. Who will keep the sidewalks clear during the winter?

We moved into 1072 Queens Bush Road in 1994. In 1996 we had to dig out for and install the first sump pump in the 1972 built home. Since then, a backup pump has also been required. Upon investigation at the time, town employees could not explain the increased stormwater flow. There had been construction and additional parking space provided at the school, but that may not be the cause of the sudden need for sump pump installation. In heavier downpours (this year April 21-22) both pumps had to work to keep up with the flow. Both run continuously during spring rains, and sometimes for a day or two after the rain stops. Drainage is an important consideration, and I hope with both this site plan, the planned reconstruction of Queen's Bush Road and the Water/Wastewater studies, the flow of stormwater will be addressed and decreased through our 1072 site.

Neil and Linda Lackey

1072 Queen's Bush Road, Wellesley.

From: [Joe Nowak](#)
To: ["Ron and Amanda Schiller"; Derek Brick](#)
Cc: [Tim Van Hinte](#)
Subject: RE: 1060 Queens Bush - 12-Plex Proposal Concerns
Date: April 24, 2023 8:02:51 AM

Ron and Amanda

Thank you for sharing your concerns with regards to the proposed development on Queens Bush Road. I have copied our planner, Tim Van Hinte and ask that he explain the process that must be followed to receive public input. I assure you; no decision will be made until all comments submitted in that process have been reviewed and analyzed.

Regards

Joe

From: Ron and Amanda Schiller [REDACTED]
Sent: Sunday, April 23, 2023 8:06 PM
To: Joe Nowak <JoNowak@regionofwaterloo.ca>; dbrick@wellesley.ca
Subject: Re: 1060 Queens Bush - 12-Plex Proposal Concerns

****EXTERNAL ALERT** This email originated from outside the Region of Waterloo.**

Correcting Councillor Brick's email address and re-sending.

On Sun, Apr 23, 2023 at 8:01 PM Ron and Amanda Schiller [REDACTED] wrote:

Mayor Nowak & Councillor Brick,

After having some time to gather our thoughts and outline the most important concerns, we are writing in response to the notice recently received with regards to the proposed 12-plex to be built on the existing lot on 1060 Queens Bush Road.

We would appreciate the consideration of a response to explain the processes to which these concerns will be addressed. In addition, we would also like to better understand the process followed from now to a final decision being made, as well as the best way to go about continuing to raise these concerns, as we know the same concerns are shared by several others who have heard of this proposal throughout the community.

1) Wellesley, as a village is increasingly losing its lustre and beautifully rustic feel. We have already seen the wonderful trees welcoming people into the village being torn down and replaced by semis and townhomes off of Greenwood Hill & Gerber, most of which are rented by tenants who are not maintaining their yards. The beauty of the forested lots has been replaced with grass in ill-repair, messy play areas, and inflatable pools or trampolines. It's upsetting to see more proposals

for multiplex units which will require beautiful trees to be taken down in order to build these large rental properties. These decisions will continue to change the look and feel of prominent main roads in Wellesley, as well as this specific and currently highly sought after neighbourhood.

2) Safety, sightlines, and traffic are of huge concern for us. With school-aged children attending WPS in our home, we see first hand the amount of foot and car traffic on weekday mornings approaching and surrounding the school. As the school doesn't offer a car dropoff line like many other schools do, there are an increasing amount of cars parking on the streets surrounding the school, and pedestrian traffic is at an all time high as parents must park and walk their children to the school every day. The surrounding community is growing, and adding 12 units @ 3-4 people per unit on this busy corner will only add to the weekday foot and car traffic problem already being faced on weekday mornings. The crossing guard does a reasonably good job directing foot traffic but she is only stationed there until the bell rings, and at times the volume is already overwhelming. When driving, the cross street is already backed up, and can be difficult to maneuver due to sightlines and traffic.

3) In addition to #2, from a safety perspective, there was just a speed camera installed on Queens Bush to assist with safety around the school on this road. Building this 12-plex will surely result in renters and their visitors using Welwood Ave as a means to access their homes, in order to "skirt" around the speed camera. Welwood is currently a quiet, safe street. It seems a shame to install a safety camera on Queens Bush, just to result in increased traffic on the next road over because of all of these new tenants.

4) This decision is also precedent setting in more ways than one, which could quickly result in beautiful "Wellesley style homes" on Queens Bush Road being purchased and turned over to developers who will request re-zoning based on this approval, and will quickly turn the entire block into a row of multi-plex units. This is a (if not THE) main access street to Wellesley. Why would we want to do this to the beauty of our village? We've already done it on another access point (Greenwood Hill & Gerber, as mentioned above). It seems very shortsighted to allow this to happen. There are already discussions and plans for the old arena to be torn down for the elevation of units like these. That development will also result in more lost greenspace, but at least there is room in that area for these units to make sense. Why do we also have to have this happen in existing beautiful residential neighborhoods, especially right across the street from the school in such a prominent location!

Although we understand the mandate for increasing affordable housing in the area, we trust that our town council is making decisions that make sense for the existing residents of Wellesley and the neighbourhoods in which we live. Adding 12 units with 3-4 family members per unit (average) feels unnecessary on this prominent corner at this time, and sets a poor precedent for the beauty of Queens Bush Road going forward.

Thanks,
Ron and Amanda Schiller

From: [Beth Lealess](#)
To: [Tim Van Hinte](#)
Cc: [REDACTED]
Subject: Proposed zoning change application - 1060 Queens Bush Rd Wellesley
Date: April 28, 2023 8:41:24 AM

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Hello,

I'm writing to express my concern with the proposed zoning change application for the property at 1060 Queens Bush Rd Wellesley. I noticed the application is for 12 units to be put on what is currently a single oversized lot directly across from the public school.

As a parent with school-aged children I have concerns about the number of units and increased traffic on an already busy intersection.

I also am concerned about the number of units and parking issues. On page 23 of the planning justification report it states:

"The minimum Lot area is based on the area required for regular townhouse units, as stacked townhouse units are not set out in any zoning requirements under the existing residential zoning. 2,100 square metres is required for 12 townhouse units, being 175 square metres per unit. The subject property is 1,848.7 square metres in area; with 12 stacked townhouse units proposed, this equates to 154 square metres per unit.

It is our professional opinion that the area required for stacked townhouses can be reduced as stacked townhouses are a higher density form of dwelling. For example, each unit does not require a front or rear yard area; however, an amenity area has been provided for in the proposed plan.

Reduced front and exterior side-yard depths of 4.5 metres, from the required 6.0 metres are proposed. The existing detached double garage structure on the property is approximately 4.5 metres from Village Road. No vehicle parking is required within the front or exterior side yards of the proposed plan and the corner visibility triangle requirement has been met and shown on the plan and will not impede sight lines at the intersection of Village Road and Queens Bush Road. It is our professional opinion that the reduced front and exterior side yard depths will create a street scape that enhances the street view and creates a better feeling of pedestrian connectivity and eyes on the street. "

With there being no provision in the zoning requirements for stacked townhomes, I don't believe this should be allowed based on the developer feeling this will be adequate. Either a provision should be added or the developer should be building within the required lot area per unit for townhomes.

In addition, there is no reason the front and side yard depths should not meet the current requirements, especially given the need for good sightlines and visibility in a school zone. I understand the application includes a visibility triangle in the plan, however a school zone is not an

appropriate area to lower any requirements that would affect safety of pedestrians.

The proposed parking of 1.5 spaces per unit is also inadequate. There is no public transportation in Wellesley for residents. Owning a vehicle is generally the only way to get around here and an average family will have at least 2 vehicles. There is already an issue with crowded street parking in the area at school pick up and drop off times.

I am also curious if this development is planned to be affordable housing, market-rate rental units or condos? Our community is in great need of affordable units and rental housing. While I understand the pressure the township faces to meet the required increases to housing supplies, I do not feel this is an appropriate choice.

Thanks for your time,

Beth Lealess

From: [Caitlin Port](#)
To: [Tim Van Hinte](#)
Subject: Comments on ZBA 02/23 - 1060 Queen's Bush Road
Date: May 1, 2023 7:53:03 AM

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This proposed 12-unit stacked townhouse development will bring a much needed diversity and mix of housing supply to the village and Township of Wellesley.

I hope to see similar developments like this proposed in the other small villages throughout the Township of Wellesley.

I support this development and future development like this in our community.

Regards,

Caitlin Port
St. Clements, Township of Wellesley.

From: [Sofia Gorenc](#)
To: [Tim Van Hinte](#)
Subject: Stop Proposed 12-Unit Stacked Townhouse on 1060 Queens Bush Road, Wellesley, ON
Date: May 1, 2023 11:38:00 PM

You don't often get email from [REDACTED] [Learn why this is important](#)

Mr. Tim Vin Hinke,

I, Sofia Gorenc, am writing to you on behalf of myself, my mother, Suzana Gorenc, and my father, Peter Gorenc, at 84 Welwood Avenue.

I have high hopes that you will rethink your unethical and unproductive decisions to support this future dwelling on 1060 Queens Bush Road. If you take a close look at the property this building is to be built on, it is not hard to see that this location is overall unideal. Whether that be the fact that this will add to the major traffic that is already heavily experienced in this part of town due to the public school, that this dwelling will back onto existing residents' backyards or simply just the amount of disruption that this noise construction will cause, I and so many others within the community see a significant lack of basic perception behind the thought process of this building. As I said before, it is not hard to see the major effects of the production as well as the aftermath of this project. While I have absolutely no problem with additional, affordable (which this dwelling does not offer, as it is being described as a "luxury" dwelling) housing structures within Wellesley, this is simply not the answer. I cannot seem to come to an understanding as to how this is thought to be beneficial to the community and residences within it. Keep in mind that this is just the front of the never-ending list of concerns about this proposed townhouse. Where will extra parking spaces be provided for visitors of the future residences living in that townhouse? What about the extra infrastructure that is needed to be built to help sustain these future residences? With it being in such close proximity to a public school, you cannot help but ask, will this even be safe?

I highly encourage you to take a look at the [petition](#) that I have written and published to boycott such a reality, as it may be insightful to take a further look into the concerns of *your* people within the community.

Thank you for taking the time to read through this very urgent matter, I hope to see a change in our future.

Best Regards,

Sofia Gorenc, Suzana Gorenc, and Peter Gorenc

From: [REDACTED]
To: [Tim Van Hinte](#)
Cc: ["Joe & Barb Nowak"](#)
Subject: 1060 Queen's Bush Road, Wellesley development
Date: May 4, 2023 4:32:17 PM

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Good afternoon Mr. Van Hinte

I am going to start off by introducing myself. With my recent experience campaigning to become councillor for Ward 3 in the last Township of Wellesley election, I feel that I have some perspective on this development.

After knocking on over 1100 doors in the election, there were several issues that came up repeatedly. Issues were the cost of the new recreation centre, trails and green spaces, housing, and protecting our farmland.

Questions from the voters were affordable housing, lacking available housing for young families and seniors, and longer-term housing for seniors.

Here is a way to add up to 11 more units in our village (I am considering that there is one family in the present house) so that our young people/families can stay here in the village where they were raised, perfect spot for empty nesters that want to downsize or just give someone from the "city" to opportunity move to our great community.

I have seen comments on social media about how busy the corner especially during school drop off and pick up. Truthfully, the extra few cars will not make a difference. If that corner is to be safer, move the "no stopping" zone from the corner down to the community mailboxes (Village Road and Village Place). It is only a car length now and trying to navigate around all the cars and individuals dropping off or picking can be tricky.

I have lived in Wellesley Township since 1978, first owning a farm at the corner of Lichty Road and Deborah Glaister Line until 2004 when I moved into Wellesley Village. The reason for the move from the farm to the village was that I sold the farm after my husband untimely death in 1998.

Thank you for this opportunity to express my views on the development

Mary Lichty-Neeb
13 Parkview Dr Wellesley ON NOB 2T0
[REDACTED]
[REDACTED]

From: [Marshall R](#)
To: [Tim Van Hinte](#)
Subject: Fwd: Wellesley - Potential Building Lots for Residential/ 2017
Date: May 6, 2023 8:10:59 AM
Attachments: [image002.png](#)

Copying Tim, Wellesley Planner. Thx
I sent this to Joe as we are neighbours on Village- Welwood area. Thx

Begin forwarded message:

From: Joe Nowak <JoNowak@regionofwaterloo.ca>
Date: May 5, 2023 at 10:07:15 AM EDT
To: Marshall R [REDACTED]
Cc: Marshall [REDACTED] Tim Van Hinte
<tvanhinte@wellesley.ca>
Subject: Re: Wellesley - Potential Building Lots for Residential/ 2017

Thank you for sharing your concerns. Please consider attending the public meeting. A number of these issues can be addressed at that time. To date, no decision has been made by Council as to whether or not to move forward on this application. Our planner will review all submissions and make a recommendation later this Spring.
Joe

From: Marshall R [REDACTED]
Sent: Friday, May 5, 2023 7:58 AM
To: Joe Nowak <JoNowak@regionofwaterloo.ca>
Cc: Marshall [REDACTED]
Subject: Re: Wellesley - Potential Building Lots for Residential/ 2017

****EXTERNAL ALERT** This email originated from outside the Region of Waterloo.**

It seems since 2017, same conversations of in fill problematic spots looked at for potential building locations Joe.
I'm speaking of Doering street which has proved to be a flop, and this proposed town homes at corner of village and queensbush, both of us are very local to this busy school drop,off corner, morning and afternoon congestions of small children and parents trying to figure out where to park.
Below letter speaks to the need to let the developers and builders, as mentioned below, let theM build in the specified and approved subdivisions, with different mix of singles, semis and town homes.
The Twp needs to over rule the Regions demands for these proposed in-fill dumb ideas from people trying to make a buck on multi-residential. In this case parking

up to 24 vehicles in behind 1.5 million dollar homes? This is not the right location as queensbush and village gets congested twice per day and with the upcoming queensbush construction slated, sidewalks, street work etc.

I am told by a good source that these town homes will look like affordable housing, which all think is a good idea, however within a year this developer will have formed new condo corporation and will be selling them at “not affordable housing prices”, plus condo fees, to people who want a solution to their home buying needs at the lowest possible price in Wellesley, as it’s been hard to get anything under 650\$ k.

I’ve received an email from the neighbours directly affected and if you haven’t seen it, you are taking some criticism of “your overall disappointing response.” Do the right thing and let this builder build only semi detached homes that look nice on our streets, without too many cars. You have let the builders do this on Jack Koehler, which although messy beside singles, fills a void of semi rentals, and decent price of semi detached homes, that don’t degrade others already established single home values.

Do the right thing, you are also neighbours to all these people and it’s ok to say NO to an inexperienced builder/ development, “let’s see what they can build in-fill ideas, to achieve low income housing?”

Marshall

* I will forward and copy you the email I received yesterday. It doesn’t bode well Joe from your neighbour hood.

On Jun 12, 2017, at 2:36 PM, Joe Nowak
<JoNowak@regionofwaterloo.ca> wrote:

Hello Marshall

Thank you for sharing your concerns with regards to the lack of housing in Wellesley. I want to assure you that we share your concerns and will do what ever possible to make sure we have sufficient supply of building lots going forward.

Regards

Joe

Sent from my BlackBerry - the most secure mobile device - via the Bell Network

From: [REDACTED]
Sent: June 12, 2017 1:56 PM
To: pvandermaas@wellesley.ca
Cc: jnowak@wellesley.ca
Subject: Wellesley - Potential Building Lots for Residential

Hi Peter + Mayor Nowak

We, Stephanie + I, are actively trying to build a new house with Ron Stroh in Wellesley village somewhere. Potentially in the SE corner , near Gerber Road- if Gies ever registers the final lots for sale to builders. (backing onto Greenwood Hill Rd)

We are interested in the meeting coming up June 20th at Community Centre.

We hope that the local builders, like Ron Stroh, Dan Lavigne will get support to be able to develop lands that allow residential building of nice homes in our village, not just all these semi's + town home ideas, mixed into the same streets!

We want to stay in Wellesley, however there is very "little supply", and it seems there is high demand. Several years back you had to "convince" someone to move out of K-W, to live in Wellesley....not anymore, however we feel that Wellesley people + builders will lose the momentum without adequate land allotted for residential development.

2 of our adult kids have just purchased re sale homes in Wellesley, and this is where we want to be. (some people are moving out toward Perth-Milverton + Shakespeare Communities) We are not interested in moving away from Wellesley + Waterloo, where we run our business.

Thanks for your time.

Marshall Roth

St Jacobs Furniture House



www.furniturehouse.ca



From: [REDACTED]
To: [Tim Van Hinte](#)
Subject: re: Opposition to proposed zoning for 1060 Queens Bush Rd Wellesley
Date: May 11, 2023 3:29:17 AM

May 11, 2023

I would like to submit my official notice that I object to the proposed zoning change for 1060 Queen's Bush Road, here in Wellesley, Ontario.

Just because that property CAN fit a 12 unit complex does not mean it SHOULD fit a 12 unit complex!!! That 12 unit complex idea **does not belong** in this suggested location. There are better suited locations for planned future development in the township.

Unfair to neighbouring properties:

- Light pollution affecting such close neighbours
- Lack of parking
- Removal of mature trees
- Decrease value of neighbouring homes
- Loss of privacy in those neighbouring backyards
- Too close to neighbours, no green space built into the plans
- Very busy intersection with no thought to how this large complex affects the sight lines at that corner
- The noise of such a large complex
- Will the snow be pushed onto the neighbouring properties to add more damage?

The realization that someone thinks it is OK to develop a **12 unit complex** on that double family dwelling lot is a slap in the face that our council again is not thinking about the current neighbouring land owners. Only of the potential money to the township. How can anyone see this as a fair and a decent idea? **A 12 unit complex is too much for that space!!**

Those poor neighbours that back onto that property. To have such a huge complex **IN** their back yard. **Shame on the official people trying to squeeze this 12 unit complex on to that property!**

That developer is not from our township. He does not care about the neighbouring property decreased values. He does not care for the problems that come from a **12 unit complex** dumped into a small space. Where does the snow removal go? He does not care there is not enough parking allotted. There is no parking on either side of Queen's Bush Road in front of that complex. There is no overnight street parking in Wellesley during the winter. **There seems to be no rational thinking.**

Why is it that powerful people to make important decisions affecting others are not able to see the proposed **12 unit complex** is a horrible idea? How is this fair to the people that have been living in this area for years? Do those property owners no longer matter?

Wellesley does not have public transportation in place. **12 units** require more parking than has been planned for. The people in power need to think of the whole long term picture.

There is no question the area is **lacking affordable housing**. But a **12 unit complex** dumped into an already developed area is not the answer. It is not fair to the people that purchased their homes prior to this "idea". I don't believe a developer that paid \$1.3 million dollars is looking to build "affordable" housing. When that developer lists to rent out that small existing home for \$3,200 monthly you know "affordable" is not in his vocabulary.

This is more than "not in my neighbourhood". Wellesley is growing. Locate your **12 unit**

complex where there are no mature trees needed to be removed to make space for limited parking. Locate your **12 unit complex** where it will not sit right in other's back yards. This is not Toronto. We live in Wellesley because we do not want a **12 unit complex** right in our back yard.

Take a look at the Pondview complex further down on Queen's Bush Road. There you have a large complex that was well thought out. There is underground parking. There they have space for numerous visitor parking spots. There they have open green space around their large complex. There the complex is not sitting right in the backyard of existing single family properties.

Our previous "people in power" had the vision many years ago to keep that current single family home on a double lot when the land was redeveloped. The previous "people in power" understood that when the land was altered for a subdivision no one wanted their neighbours sitting in their back yard. But this new group of "people in power" seem to think times have changed and it is OK those premium paid lots on Welwood no longer deserve the luxury of space from their neighbours.

Shame on the official people trying to squeeze this 12 unit complex on that property! To the people that are making these important decisions you need to treat others the way you would want to be treated. How would you feel if that **12 unit complex** was proposed for **YOUR** back yard?

It is sad that **each** person I have spoken to have said the same thing. This will go through because the "people in power" do not listen to the concerns or thoughts of the people that are actually affected. How did we get to a point that the council elected in just do as they want. No wonder voters don't bother to show up for the polls at the municipal level. We can only hope that those we voted into office realize they represent the constituents of our village and not the developers who could care less.

Years ago a large complex was suggested for the subdivision back behind the Wellesley public school. I always wondered what happened to that idea. It was only recently I found out a group of people stood their ground and legally confronted the idea. And won. So it is OK to remove that idea from a developing subdivision but now you want to add a **12 unit complex** in an area that already has problems with students being dropped off. And the sight line sitting at the corner of Village and Queen's Bush Roads is a problem when cars are parked too close to the road at the existing drive way.

Council... be fair!! Be honest!!! A 12 unit complex does not belong on the property at 1060 Queen's Bush Road.

Sincerely

Jeanette Pretorius

1 Village Place

Wellesley, ON

[REDACTED]

[REDACTED]

Received by Email – May 11, 2023

Dear Sir:

We are writing to express our opposition to the proposed development of 12 stacked townhomes at the corner of Queen's Bush Road and Village Road. The density of this proposal is not in keeping with the surrounding neighbourhoods of single family dwellings. Safety concerns for the children going to and from the school will also come into play given the increased traffic from these townhomes. To re-zone this one property is a breach of the Township's community plan, which leads us to question the integrity of the planning process. Based on these reasons, we re-iterate our opposition to this proposal.

Sincerely,
Roy and Janet Smith

From: [Mike Coleman](#)
To: [Tim Van Hinte](#)
Subject: Re: 1060 Queens Bush Road Rezoning Questions
Date: May 14, 2023 3:26:51 PM

You don't often get email from [REDACTED] [Learn why this is important](#)

Good morning Tim,

Thanks for getting back to me and thank you for sending me a copy of that notice. I have received that notice. I have been swamped and this is dragging on way longer than I would like. We are now running short of time.

I have a couple of questions summarized below. Would you be so kind as to answer those?

- 1) Parking Requirements
 - a. General Provisions (4.29.1) call for Townhouses to have Two (2) parking spaces per dwelling unit.
 - b. The Planning Justification Report states the developer is proposing "A new residential building comprised of 12 Stacked **Townhouse** units.
 - c. What is the Planning Department's opinion on how many parking spaces are required here and why?
- 2) Does the Township of Wellesley have any of the following submitted as part of this Zoning Review? If so, can I get a copy of them?
 - a. Water Balance Report
 - b. Stormwater Management Report
 - c. Low-Impact Development Report

Regards.

Mike Coleman
1026 Queen's Bush Road,
Wellesley, ON
N0B 2T0

On Tue, May 2, 2023 at 9:28 AM Tim Van Hinte <tvanhinte@wellesley.ca> wrote:

Hi Mike,

No problem at all - I sent you the meeting notice in the mail last week, hope you got it (or you will shortly).

Tim

-----Original Message-----

From: noreply@wellesley.ca <noreply@wellesley.ca> On Behalf Of Michael Coleman
Sent: Saturday, April 29, 2023 1:52 PM
To: Tim Van Hinte <tvanhinte@wellesley.ca>
Subject: 1060 Queens Bush Road Rezoning Questions

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Hello Tim. I believe we met at the Open House TWP meeting to discuss the upcoming tax increase. I want to thank you for spending some time with me and my wife at the end of that. I have some questions regarding some of the materials posted on Wellesley's website for this application. Could you send me an email so I can respond directly to you rather than using this format through the township website?

Origin: [https://www.wellesley.ca/Modules/contact/search.aspx?
s=NGEUTCghp6B3ZCSZMhMNEQeQuAleQuAl](https://www.wellesley.ca/Modules/contact/search.aspx?s=NGEUTCghp6B3ZCSZMhMNEQeQuAleQuAl)

This email was sent to you by Michael Coleman [REDACTED]
through <https://www.wellesley.ca/>.

From: [Gert Hartmann](#)
To: [Tim Van Hinte](#); [Joe Nowak EXT](#); [Derek Brick](#)
Cc: ["Angus McLeod"](#)
Subject: RE: ZBA 02-23 - Bradley & company -1060 Queens Bush Road
Date: May 14, 2023 7:40:12 PM

Some people who received this message don't often get email from [REDACTED] [Learn why this is important](#)

Dear Gentleman,

In response to the notice about the "Proposed Stacked Townhouse 12 Units" we would like to register our comments and concerns.

We do not support the proposed zoning change.

Our concerns are based on increased traffic as it relates to school safety, occupancy rate and synergy with the existing neighbourhood.

While we understand the need for affordable housing in our community, we do not believe this is will address the need.

We look forward to learning more at the May 15th meeting and how we can achieve an outcome that will benefit all parties.

Regards,

Gert Hartmann & Angus McLeod
73 Welwood Ave.

From: Grace Neeb [REDACTED]

Dear Joe and Tim,

We received the notice about the "Proposed Stacked Townhouse 12 Units" and have a number of questions and concerns.

First of all let me say that I understand the need for affordable housing in Wellesley and the Region of Waterloo.

We originally heard a triplex was going to be built there, so you can imagine our shock and surprise to see the proposed 12 units. Other than Pondview, and Terrace on the Pond I believe the rest of the units in Wellesley are triplexes.

Under the current zoning UR how many units could be built?

Has the groundwater off of a building that size been considered, the trees that need to be removed and the complete change to the look of the neighbourhood. Not to mention the proximity to the school.

I heard Mayor Guthrie say that if they remove a single family dwelling in Guelph that they can put in 3 units, and he would like to see perhaps 4.....

12 units could potentially house 40-50 people (2 adults and 2 children each). I feel this is way too many people for that corner lot. When I see how the unit downtown beside the grocery store is maintained I have even larger concerns.

Changing the zoning could also open up the village for units like this to be part of infilling on every spare lot in town. Developers don't care about our village, they only care about the bottom line.

Lets provide homes for people to live in, but let's do it responsibly.

We would appreciate any additional information you might have and an answer to what is allowed under current zoning.

Thank you,
Grace and Elmer Neeb

From: [Calvin](#)
To: [Tim Van Hinte](#)
Subject: ZBA 02-23
Date: May 15, 2023 1:27:22 PM

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Sir,

We purchased 68 Welwood in December 2022 and moved in late April 2023

It was our verbal understanding at the point of purchase that the house at 1060 Queens Bush was going to be replaced with a triplex.

Moving here from a farm, we realize the importance of preserving farmland and support infilling and intensification in the built up areas.

Having said that, we also believe that 12 units on this property is excessive on over intensification. It is also our understand that the proposed units will be rented at market prices and therefore does not address much needed affordable housing.

It has also been our observation that the intersection of Queens Bush and Village Rd is extremely congested

both before and after school. Adding up to 24 vehicles going to and from work every day will only add

to the congestion and further put school children at risk.

We are NOT is support of the proposed zone change for the above reasons.

Regards,

Calvin and Darlene Schmidt

From: [wrmorris](#)
To: [Tim Van Hinte](#)
Cc: [Valerie Morris](#)
Subject: Opposition to the proposed zoning change for 1060 Queens Bush Road" in Wellesley.
Date: May 16, 2023 11:53:24 AM

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Dear Counsellor

PLEASE CONFIRM RECEIPT OF THIS EMAIL.

My wife, Valerie, and I live just down the road from the proposed zoning change.

Let me begin by saying we are not opposed to providing more housing for people in Wellesley.

Our opposition comes mostly from the fact that developments of this size (12 units) are normally bunched together in areas zoned for multiple family residences, not in the middle of single family residences in an area not yet zoned for multiple residences.

Would it not be possible to put up two semi-detached residences or a few townhouses (maybe 4 units) so that all could have backyard outdoor spaces ??

Is it really necessary to put up a 12 unit structure at this location which barely meets minimum parking requirements and does not provide adequate outdoor greenspace for the occupants ??

Thanks

Wayne and Valerie Morris
85 Welwood Avenue
WELLESLEY ON N0B 2T0
[REDACTED]

Sent from my Galaxy

Tim Van Hinte

From: Christine Bender [REDACTED]
Sent: May 16, 2023 2:03 PM
To: Tim Van Hinte
Subject: Condo Queensbush and Village Rd

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Hi I am writing to let you know that I am apposed to a condo being built on this land. It's a very busy and dangerous corner already. Sight lines are dangerous during school hours now let along with more traffic at this corner. Wellesley has 2 new subdivisions going in already. One of these would be better for this type of building.

Sent from my iPhone

Tim Van Hinte

From: Dave Logan [REDACTED]
Sent: May 16, 2023 2:33 PM
To: Tim Van Hinte
Subject: Opposition to development on Queens Bush Rd

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Hello,

I cannot be at the meeting tonight, but as a resident of Wellesley, and who lives on Village Road, I am in **opposition** of this size of development.

a 4 Unit complete is reasonable, not 12.

My daughter attends Wellesley Public School and this size of development is not desirable on this corner.

Please list me **against** this current project.

Sincerely,

Dave Logan

Tim Van Hinte

From: Joe Nowak <JoNowak@regionofwaterloo.ca>
Sent: May 16, 2023 3:31 PM
To: Tim Van Hinte
Subject: Fwd: Proposed Development on Queen's Bush Rd.

Fyi

From: Mike Lippert [REDACTED]
Sent: Tuesday, May 16, 2023 2:35:25 PM
To: Joe Nowak <JoNowak@regionofwaterloo.ca>; dbrick@regionofwaterloo.ca <dbrick@regionofwaterloo.ca>
Subject: Proposed Development on Queen's Bush Rd.

****EXTERNAL ALERT** This email originated from outside the Region of Waterloo.**

Hello,

I am a Wellesley resident and I am writing to voice my objections to the proposed development on Queen's Bush across from the school. I feel it would present a danger due to the increased traffic. It also does not fit in a neighbourhood of single family homes. I feel this type of development is better suited to future growth slated for the corner of Greenwood Hill and Gerber Rd.

Thank you for your time and consideration.

Mike Lippert
15 Schweitzer Cr.

Tim Van Hinte

From: SANDRA KUSS [REDACTED]
Sent: May 16, 2023 4:14 PM
To: Tim Van Hinte
Subject: Wellesley building permit change.

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I am contacting re: the property at Queens Bush and Village Rd.

I understand that it will have 16 parking spots for 12 units and no visitor parking.

Anyone living there will need a vehicle to travel to work as we have no public transport. There could be up to 24 people living in this unit, and possibly more.

This could mean they will require 24 parking spots (plus visitor parking).

The tenants will need to solve their parking problems and being human nature they will.

This means parking all over the area, and this includes in the school parking lot.

Please don't suggest that the police will enforce parking. They don't even have time to enforce crime here.

The minimum parking of 16 spaces is not acceptable for a property on a busy corner with no street parking and worst yet directly across for a large public school.

I am requesting that based on a complete lack of sufficient parking the plan not be approved.

Thank you.

Ross Kuss
114 Gerber Meadows Dr.
Wellesley, ON

Tim Van Hinte

From: Sara Harcourt [REDACTED]
Sent: May 16, 2023 4:21 PM
To: Tim Van Hinte
Subject: Planned Development Across from Wellesley Public School

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

I am writing to add my voice to the group of concerned parents and citizens in Wellesley village who oppose the development of such a large scale across from Wellesley Public School. The zoning bylaw change would be a disservice to area so close to our young children's school. While I agree we need development of affordable housing, a development of this scale so close to our school would cause heavier vehicle traffic and limit the crossing visibility for both cars and pedestrians. Please DO NOT approve this application. For our children's safety - please do not create a busy and hectic intersection where they must cross daily!

Thank you for your time,
Sara & Chris Harcourt (Wellesley Residents, and concerned parents)

Tim Van Hinte

From: Marty Robinson [REDACTED]
Sent: May 16, 2023 4:56 PM
To: Tim Van Hinte
Subject: 1060 Queen's Bush Road

You don't often get email from [REDACTED] [Learn why this is important](#)

Hello,

Just wanting to express both support for and concern about the proposed development at 1060 Queen's Bush Road. I am happy to see development projects continue to grow the community of Wellesley. This particular project brings a type of housing that I think we need and will hopefully offer some affordable options to those who are priced out of existing dwelling types in the community.

That said, I think the proposed development at the corner of Village and Queen's Bush is a bit much from a density perspective. I am concerned about traffic and parking, especially as it is already a busy corner for most of the year with school drop off and pickup happening throughout the week. In addition, the corner is already a busy one, and the proposed development seems to put the building very near the road, making sightlines difficult. I do find sightlines at corners throughout town to be a persistent challenge, I am not sure why that is. Lastly, I do find the proposed design and scale of the project to be unfitting to the neighborhood and would support a smaller development with a more traditional look to better suit the location of the project.

In any case, thanks for considering my comments.

Marty Robinson
5 Firella Place, Wellesley

Tim Van Hinte

From: Andrea Mathieu [REDACTED]
Sent: May 16, 2023 4:59 PM
To: Tim Van Hinte
Subject: New Development

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I am dropping a quick note to express my concern of the new development proposal located on Queens Bush and Village Rd.

The location of this building is not acceptable for many concerning reasons.

Happy to discuss this further. I would attend tonight's meeting however I have a work conflict.

Please consider this email as a written objection to the proposal.

Sincerely,
Andrea

Andrea Mathieu
Change Management Specialist
eHealth Center of Excellence
[REDACTED]

Tim Van Hinte

From: [REDACTED]
Sent: May 16, 2023 5:09 PM
To: Tim Van Hinte
Cc: [REDACTED]
Subject: 1060 Queens Bush Road Re-Zoning

You don't often get email from [REDACTED] [Learn why this is important](#)

To Whom It May Concern,

My name is Abrar A. and my family and I are residents in the township of Wellesley, living at 70 Gerber Meadows drive. I'm writing to express the concern my family and I have regarding the new proposed development on 1060 Queens Bush Road across from Wellesley Public School. We are opposing the proposed re-zoning and development of the property at Queens Bush Road.

We have recently moved to the beautiful township of Wellesley back in 2019, we were attracted to this town due to its quiet, established, family-centric neighbourhood, as well as the beauty and privacy of the natural surroundings. These qualities have made the town perfect for our large family of eight. This being said, we are concerned about the issues this building will create in the township.

First, A twelve-unit hometown building will definitely dominate the otherwise small, single-family homes around it. Moreover, an 18 car parking space does not accommodate high density builds of this nature within such close proximity to family homes. Third, the building is right behind a people's backyards which will affect and interfere with their privacy and therefore enjoyment of the resident's private yards. Also, a building with this density, in front of a Public School, will increase the area's traffic creating a more risky environment despite the procurement measures taken.

While we understand that developing the area is great for our town. However, we believe that such development should be aimed to make use of empty unused spaces in our city. One's that have enough space to create green areas for the family's that are being welcomed as well as realistic number of parking's, that will not create unavoidable and risk increasing traffic directly in front of a very busy school. We believe that opening the door to such large development on Queen's Bush road will open the door for other investors to seek developing such a project on the very same road fundamentally affecting the township as a whole. Lastly, developing the township is an important matter for all the township people and we should strive to have the finest outstanding projects in our town, not one that barely meets all the 'minimal requirements'.

We hope that you make a decision that takes into consideration the residents' concerns toward this proposal.

Regards,
A A

Tim Van Hinte

From: Maria P. [REDACTED]
Sent: May 16, 2023 5:40 PM
To: Tim Van Hinte
Subject: 12 unit condo

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Good afternoon,
I would like to express that I am 100% against having this condo built at this location (Village/Queens Bush). The location chosen for the condo is definitely not appropriate with the elementary school right across the street! Not to mention it would be an HUGE eyesore!
Absolutely not the style of building for our beautiful little village.
If it has to be built, stick it down by the "money pit recreation centre" that no one wanted, needed or voted for!

Sincerely,
Maria Palubeski
(19 year resident of Wellesley)

Tim Van Hinte

From: Jessica Ross [REDACTED]
Sent: May 16, 2023 6:13 PM
To: Tim Van Hinte
Subject: Condo on Queensbush Rd

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Hello,

I am writing to express my concerns in regards to the new complex that is being proposed on Queensbush Rd. As a member of the community for 36 years and a mother of children who attend Wellesley School, it disappoints and saddens me to see this proposal. This is an already busy intersection and adding a large complex such as the one proposed is incredibly unsafe and lacks common sense. My children walk to school each morning and a 12 condo complex will cause more traffic than an already busy street can handle. It baffles me that this is even being considered. Our children's safety should be top priority. The proposed land is not the place for a building such as this. I understand a need for more housing in our community, but my hope is that this proposal is given more thought and that the members of the community have their opinions heard. There has been an incredible amount of controversy in our community as of late and I would hate to see this added to the list of grievances.

Thank you for taking the time to read through my concerns.
Jessica Ross

Tim Van Hinte

Planner

The Township of Wellesley

Sent: Saturday, April 22, 2023 5:47 PM. Edited May 15.

Greetings Mr. Van Hinte

Re: Planning Justification Report 1060 Queens Bush Road, Township of Wellesley

I am in favor of intensification. I will be making these points during the public meeting, so I wanted to provide a heads-up for you.

I know that development requires both risks to invest and profitability. Development also has a social component as well as an environmental component. And I want these issues to be addressed in detail as the zoning amendments are considered.

Accommodating Visitors: I am concerned about 12 units. How will visitor parking / overnight visitor parking be accommodated? Two workers in one household = 2 vehicles required.

The building of 8 units, given the size of the site, with the proposed parking provisions, sounds more in keeping with the site capacity and the surrounding residential area.

Family Friendly: I see that each townhouse proposed is approximately 1072 square feet (100 sq meters). Could this project fit 8 families of 3-4 people for a total of 24-32 persons? Can this project be a multi-generational housing project so that there are some family friendly Townhouses and some for seniors? The current site planning shows minimum criteria for occupancy and therefore shows minimum criteria for parking. Does this fit housing needs in the township of Wellesley?

How will we know that the site will provide both affordable and family friendly accommodation? 80% of market value is not affordable for many families who are seeking housing. What are the developer's intentions in this regard? Will these be rental units? Will each townhouse be freehold? Or a mix?

Lack of Public Transit, maximum number of units: With no public transit in Wellesley, the proposal needs to show accommodation for two-vehicle households and therefore, a minimum of 16 parking spaces for 8 units, and 24 spaces for 12 units. City figures for rural planning are not adequate when public transit is absent.

Greenhouse Gas emission mitigation: Also, in keeping with environmental considerations and Wellesley Township's declaration of a climate emergency, the developer needs to show how this building will be built to minimize and hopefully eradicate operational greenhouse gas emissions. What provisions are made for the charging of electric vehicles? This proposal needs to lead the way for installation of non-fossil fuel heating and cooling. That means there should be no installation of gas fueled appliances. Regarding item 4.1 s, page 10 of the Final Planning Justification Report 1060 Queens Bush Road, Township of Wellesley Zoning By-Law Amendment Application, the applicant needs to provide plans for mitigating greenhouse gas emissions from the proposed construction and ongoing habitation of the units. I advocate for heat pumps to service each unit as well as services adequate to charge at least one electric car for each proposed unit.

I object strongly to the applicant's response in the Demonstration of Regard section of this item. Housing is one source of greenhouse gas emissions. I quote in bold type section 4.1 s below:

Provincial Interest: The mitigation of greenhouse gas emissions and adaptation to a changing climate.
Demonstration of Regard: This matter of provincial interest is not considered applicable to this application.

The applicant needs to be aware that construction is a greenhouse gas emissions concern which can be mitigated by the choice of construction methods and materials. The applicant also needs to be aware that Stationary Residential combustion contributed about 1.3% of the total Canadian Greenhouse gas emissions in 2020 (Source: <https://www.canada.ca/en/environment-climate-change/services/climate-change/greenhouse-gas-emissions/sources-sinks-executive-summary-2022.html>) The applicant should be required by this section, to state how the trees on the site will be sustained. They are carbon sinks, and if any trees are removed, or damaged, how will the applicant replace an equivalent carbon sink to show regard for the Provincial (and local) interest of section 4.1 s. It takes trees many years to become the carbon sinks these mature trees currently are on the 1060 site. These trees are also wildlife habitats.

Outdoor property maintenance provisions:

Given what we have seen on Queen's Bush with landlord property maintenance near Pym's grocery store, an outdoor property maintenance plan needs to be clear so that the neighborhood continues to be well maintained and refuse-free.

Storm water, snow, and water runoff:

I want to be clear about stormwater run-off and flow from the site. I also want clarity on snow removal and how such servicing will be planned so that snow melt and snow storage are not issues. Although planned for the east side of Village Road, I want to be sure that the flow will be free and appropriately directed. Who will keep the sidewalks clear during the winter?

We moved into 1072 Queens Bush Road in 1994. In 1996 we had to dig out for and install the first sump pump in the 1972 built home. Since then, a backup pump has also been required. Upon investigation at the time, town employees could not explain the increased stormwater flow. There had been construction and additional parking space provided at the school, but that may not be the cause of the sudden need for sump pump installation. In heavier downpours (this year April 21-22) both pumps had to work to keep up with the flow. Both run continuously during spring rains, and sometimes for a day or two after the rain stops. Drainage is an important consideration, and I hope with both this site plan, the planned reconstruction of Queen's Bush Road and the Water/Wastewater studies, the flow of stormwater will be addressed and decreased through our 1072 site.

Comment for Wellesley Township to consider: Share a full-time environmental planner with the other rural townships so that environmental issues may be addressed by someone whose professional status as a planner is to consider environmental issues connected with planning and bylaws of the townships.

Neil and Linda Lackey

1072 Queen's Bush Road, Wellesley.

Our Questions:

- 1) **Accommodating working couples and visitors:** How will visitor parking / overnight visitor parking be accommodated? Two workers in one household = 2 vehicles required.
- 2) **Site plan and Projected use.** How will we know that the site will provide both affordable and family friendly accommodation? What are the developer's intentions in this regard?
 - a) Will these be rental units? Will each townhouse be freehold? Or a mix?
 - b) Could fixed income seniors afford a unit in the proposed development?
 - c) How many accessible townhouses will be included for people requiring mobility devices.
 - i) Where are the proposed level entrances?
 - ii) How close are those entrances to the one identified accessible parking space.
 - d) I note that 80% of market value is not affordable for many families or seniors who are seeking housing currently.
- 3) **Family Friendly?** Each townhouse proposed is approximately 1076.4 square feet (100 sq meters).
 - a) Is this project intended for singles and couples only?
 - b) Could this project fit 8 families of 3-4 people for a total of 24-32 persons?
 - c) Could this project be a multi-generational housing project so that there are some family-friendly townhouses and some for seniors?
- 4) **Lack of Public Transit, maximum number of units:** How will the proposed site accommodate the fact that Wellesley has no access to public transit AND there is a lack of sufficient employment opportunities within walking and cycling distances?
 - a) The current site planning shows minimum criteria for occupancy and therefore shows minimum criteria for parking. Does this fit housing needs in the township of Wellesley?
- 5) **Greenhouse Gas emission mitigation:** Has the developer considered and planned for heat pump either cold climate air-to-air or geothermal (under the parking lot) heat and cooling source for this project?
 - a) It appears in the site plan that all trees are to be removed and none replaced. Has the developer planned for creating a carbon sink equivalent to that currently provided by the trees that will be lost on this property as development proceeds?
 - b) What provisions will be incorporated in this development to provide for Electric Vehicle charging?
 - c) In requesting the zoning change, has the developer provided plans on how this project will enhance and support Wellesley Township's declaration of a Climate Emergency?
- 6) **Lines of Site at Stop sign:** How will the lines of sight for traffic approaching the intersection of Queen's Bush and Village Road from the east be maintained? Is 6 meters enough for a school zone? This is a school safety zone and maximizing lines of sight needs high priority. We have already seen near misses as parents park, car doors open and students are walked into the school.
- 7) **Developer Information:** Can the developer provide background information and prior development experiences? Can the developer provide address information of any stacked townhouse projects Bradley and Company have completed?

Tim Van Hinte

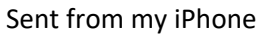
From: Gary Lesyk [REDACTED]
Sent: May 16, 2023 9:45 PM
To: Tim Van Hinte
Subject: Meeting tonight

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Good evening Tim. I was pleased to be able to express Joan's and my views and concerns with council this evening and also to hear you clearly explain the entire process to start us off. Well done. It certainly helped a lot. Needless to say we will not know for a while how this plays out and can only hope that we shared our concerns in a constructive, passionate and sincere fashion and that the proposal, as we currently know it, proceeds with significantly different and far more appropriate outcome. Tim, I mentioned this evening that our back yard is directly behind the Bell building and that we might end up staring at and listening to a large number of cars throughout the day which would be simply awful after 10 years of a beautiful view, privacy and very quiet and serene back yard. That was definitely a key reason we bought this home in the first place. Regardless of the final council decision would it be possible to have the developer install a privacy fence alongside the bell property chain link fence running north towards Queens Bush? (See below) That would at least block off the parking lot and all the activity that goes with it and we could retain some semblance of privacy.

Thx Tim. Be well

Gary & Joan Lesyk
76 Welwood



Tim Van Hinte

From: Jeff Liz McCrea [REDACTED]
Sent: May 17, 2023 8:47 AM
To: Tim Van Hinte
Subject: Townhome in Wellesley

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I vote a definite no to the townhouse proposal in Wellesley on Queensbush road.

Tim Van Hinte

From: Tina Gillard [REDACTED]
Sent: May 17, 2023 10:56 PM
To: Tim Van Hinte
Subject: 12 unit complex

You don't often get email from [REDACTED] [Learn why this is important](#)

Hi there,

I realize there was a meeting on Tues regarding this new building, and I am late to the game. I haven't heard if a decision was made, but in case it is still up for debate I wanted to express my opinion. If I wanted to live in a larger busier city, I would. I chose to live in the small community that Wellesley is now and send my children to school in a safe, quiet neighborhood. This village is not the right place for a 12 unit complex.

Thank you for reading,

Tina

Sent from my Galaxy

Tim Van Hinte

From: noreply@wellesley.ca on behalf of Murray and Beth Schlueter [REDACTED]
Sent: May 20, 2023 7:03 PM
To: Tim Van Hinte
Subject: development on the corner of Queensbush and Villag

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

My husband and I have lived at 29 Welwood Ave for the past 27 years. We are not opposed to a residential development on the corner of Queensbush and Village Rd. However we feel that a 12 unit building is too large and feel that 8 units would be more in keeping with the lot size and the location. We were unable to attend the meeting due to a previous commitment as members of the Wellesley Township Fall Fair.

Sincerely
Murray and Beth

Origin:
<https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.wellesley.ca%2FModules%2Fcontact%2Fsearch.aspx%3Fs%3DNGEUTCghp6B3ZCSZMhMNEQeQuAleQuAl&data=05%7C01%7C%7C9109a5023c9545feb23908db5986590b%7Cd45f5e6d9ab34ac2abcbec6d6c051fd8%7C0%7C0%7C638202205797893785%7CUnknown%7CTWFPbGZsb3d8eyJWljoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ik1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=TvffcWJINlwBJjGmnonmrn9MFYIZUACNZ9bAR8vv0Lo%3D&reserved=0>

This email was sent to you by Murray and Beth Schlueter [REDACTED] through <https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.wellesley.ca%2F&data=05%7C01%7C%7C9109a5023c9545feb23908db5986590b%7Cd45f5e6d9ab34ac2abcbec6d6c051fd8%7C0%7C0%7C638202205797893785%7CUnknown%7CTWFPbGZsb3d8eyJWljoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ik1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=LKsPP7d7nohmv7YAAovxaq8ZGkPa4kaTumTMW4VbLWc%3D&reserved=0>.

Tim Van Hinte

From: Mike Coleman [REDACTED]
Sent: May 15, 2023 4:19 PM
To: Tim Van Hinte
Subject: Re: 1060 Queens Bush Road Rezoning Questions

Follow Up Flag: Follow up
Flag Status: Completed

Hello Tim,

Thanks for getting back to me. I find it a little suspect that the Zoning Justification Report exclusively calls out Townhouse in all descriptions for this proposal while the parking requirements are being tailored for a Multi-Unit Residential complex. Seems like they want to use a name (townhouse) that they hope will be received better by the public while taking advantage of a more lenient zoning requirement for a different classification.

Would you be able to provide any information on what the Township's criteria is for quantity control treatment, quality control treatment and potential infiltration of runoff on site? I am a little surprised that the Township will evaluate a request to change zoning without having sufficient information in hand to verify that quantity, quality, infiltration and runoff criteria can and will be met. It would be a little hard to repeal the zoning change if such criteria cannot be met. The current plans show all site drainage being directed to the stormwater main.

Could you also provide some insight into the current framework the Township is planning to work within with regards to residential intensification? Bill 23, the More Homes Built Faster Act supports "Gentle Intensification" in existing residential areas. Gentle intensification is explained as "Allowing up to three units per lot in many existing residential areas". The proposal for 12 units is so far beyond "Gentle Intensification" that it should be rejected outright. But I would like to hear your opinion on what level the Township is willing to go on the intensification front.

Regards.

Mike Coleman
1026 Queen's Bush Road,
Wellesley, ON
N0B 2T0

On Mon, May 15, 2023 at 2:29 PM Tim Van Hinte <tvanhinte@wellesley.ca> wrote:

Hi Mike,

Glad you got the notice – there is one omission which is my error. The meeting location will be at Township Council Chambers at 4805 William Hastings Line tomorrow.

Here are my answers to your questions:

Parking – While Section 4.29.1 (Standard Parking Requirements) requires traditional townhouses to have two parking spaces per dwelling unit, the proposed development is unique in that it is in the form of a multi-unit building. In my opinion, it functions not as a traditional 3 or 4 bedroom street townhouse, but rather an apartment or multi-unit building. My understanding is that each unit would have 2 bedrooms. As such, my interpretation is that the proposed development would fall into the following category on page 4-16 of the By-law:

“Dwelling unit in a triplex, multi-unit, linked, masionette, row-house, or apartment dwelling, or a building containing both commercial and residential uses.”

For such dwelling units, the parking requirement is 1.5 parking spaces per dwelling unit, multiplied by 12 units equals 18 parking spaces.

Reports – At this point in the process, we have only required a stormwater/servicing brief to be submitted (available on our website). As part of a future application and approval process in support of Site Plan Approval, the Township will require that a detailed stormwater management design and report be prepared to detail and document the stormwater management design for the proposed development. As part of the detailed stormwater management design and report for the site, the report will investigate, discuss and document the various measures/techniques to be implemented/constructed on site to address the Township's criteria with respect to quantity control treatment, quality control treatment and the potential infiltration of runoff on site.

Hope this helps,

Tim

From: Mike Coleman [REDACTED]
Sent: Sunday, May 14, 2023 3:27 PM
To: Tim Van Hinte <tvanhinte@wellesley.ca>
Subject: Re: 1060 Queens Bush Road Rezoning Questions

You don't often get email from [REDACTED] [Learn why this is important](#)

Good morning Tim,

Thanks for getting back to me and thank you for sending me a copy of that notice. I have received that notice. I have been swamped and this is dragging on way longer than I would like. We are now running short of time.

I have a couple of questions summarized below. Would you be so kind as to answer those?

1) Parking Requirements

- a. General Provisions (4.29.1) call for Townhouses to have Two (2) parking spaces per dwelling unit.
- b. The Planning Justification Report states the developer is proposing "A new residential building comprised of 12 Stacked **Townhouse** units.
- c. What is the Planning Department's opinion on how many parking spaces are required here and why?

2) Does the Township of Wellesley have any of the following submitted as part of this Zoning Review? If so, can I get a copy of them?

- a. Water Balance Report
- b. Stormwater Management Report
- c. Low-Impact Development Report

Regards.

Mike Coleman

1026 Queen's Bush Road,

Wellesley, ON

N0B 2T0

On Tue, May 2, 2023 at 9:28 AM Tim Van Hinte <tvanhinte@wellesley.ca> wrote:

Hi Mike,

No problem at all - I sent you the meeting notice in the mail last week, hope you got it (or you will shortly).

Tim

-----Original Message-----

From: noreply@wellesley.ca <noreply@wellesley.ca> On Behalf Of Michael Coleman

Sent: Saturday, April 29, 2023 1:52 PM

To: Tim Van Hinte <tvanhinte@wellesley.ca>

Subject: 1060 Queens Bush Road Rezoning Questions

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Hello Tim. I believe we met at the Open House TWP meeting to discuss the upcoming tax increase. I want to thank you for spending some time with me and my wife at the end of that. I have some questions regarding some of the materials posted on Wellesley's website for this application. Could you send me an email so I can respond directly to you rather than using this format through the township website?

Origin: <https://www.wellesley.ca/Modules/contact/search.aspx?s=NGEUTCghp6B3ZCSZMhMNEQeQuAleQuAl>

This email was sent to you by Michael Coleman [REDACTED] through <https://www.wellesley.ca/>.

Tim Van Hinte

From: Neil Lackey [REDACTED]
Sent: May 17, 2023 12:04 PM
To: Tim Van Hinte
Cc: Linda Lackey
Subject: 1060 Queen's Bush Road precedent setting?

Follow Up Flag: Follow up
Flag Status: Completed

Hi Tim,

We know that regulations set by the provincial government limit what regulations can be applied locally. Questions that came to us as we drove home and then talked about again this morning are listed below. We do not expect to receive responses from you on any of these questions, but hope they will help in discussion that Staff and Council may have.

1. After last night's meeting we are wondering if the approval of this project, (which we see as inevitable - and hope that the developer is compassionate and acts to implement as many of the public's suggestions as possible), means that other stacked townhouse proposals will also ask for and expect the same types of variances?
2. Will this set a precedent for other Stacked Townhouses?
3. Why didn't the initial proposal and preliminary plans indicate that the units would be 2-bedroom condos? We would have presented differently knowing this. Definitely in favour, but with questions.
4. From last night's meeting we understand that Wellesley Township will need to develop a local bylaw to set standards for Stacked Townhouses? We note this development is asking for Stacked Townhouses to take up less space than a townhouse would occupy. (i.e. minimum lot area required). I understand that Stacked townhouses would not require as much area as townhouses, but what would per-unit the minimum in the township bylaw? Does the current application set the standard?
5. **By-Law possibilities?** Can a bylaw stipulate the number of this particular type of housing that can be located in a particular area? (E.g Wellesley Village or St Clements settlement area). Can a bylaw require a percentage of "Affordable" or "Universal Design Accessible" units per development of this type, or has the province already set this?
6. **Seniors accessibility.** Many seniors live a long time in their own home and look to minimize the number of stairs they need to climb as they move out of their single, detached housing. Can a local bylaw stipulate requirements for seniors, of which Wellesley will have a significantly growing number, according to Kevin Thomason's presentation? To age "in place" accessibility is of prime importance both to the building itself and in the individual units.
7. I have heard that many of the condos along the LRT have been bought up by investors, (for short term rentals) and few if any are truly affordable. Where does true assessment of affordability and accessibility come in? At the local level? At the provincial level? Where does assessment of "family-friendly" accommodation come in?
8. Does this development mean that Wellesley Township will be limited in what Development Charges can be levied?

Neil & Linda Lackey

1072 Queen's Bush Road, Wellesley ON. N0B 2T0



Tim Van Hinte

From: Steve [REDACTED]
Sent: May 26, 2023 5:05 PM
To: Tim Van Hinte
Subject: Townhouses on Queens bush road

Tim,

I just wanted to voice that I think that we need housing in Wellesley at a range of pricing and styles. I think that townhouses in Wellesley are a great idea to service younger buyers, seniors, and those who want the low maintenance appeal of that type of housing.

I do not think that the proposed location is wise at all. There is already so much traffic around the school that it is dangerous for children walking in the area. Adding a multiple unit residence is going to make the traffic and danger worse. I think that an accident is bound to happen anyways but when a multiple unit higher density housing is added to the existing problem, sorry to be dramatic but you are gambling with childrens' lives.

On the flip side, the residents of this building will not appreciate being swamped with traffic every morning and afternoon. There will be parents that park in that unit's parking lot to drop off their kids even if there is signage prohibiting it. They already park at the bell building next door and in front of the school on Queens Bush despite the no parking signs in front of the school and this will be no different.

WHEN and accident occurs, the fault will be less about user error driving the vehicle(s) and more about the poor planning of where to build such a high-density unit. This blame will fall unto you and the committee pushing this through. Perhaps a better location could be found for this type of multiple unit housing.

Steven Tippin

From: [Tim Van Hinte](#)
Sent: May 16, 2023 10:48 AM
To: [REDACTED]
Subject: Public Meeting This Evening

Hi Steve,

Tonight's planning meeting will be live streamed on the Township youtube channel at <https://www.youtube.com/@itwellesley1764/streams>.

Thanks

Tim

Tim Van Hinte, MCIP, RPP (he/him)
Director of Planning, Township of Wellesley
4639 Lobsinger Line - St. Clements, ON - N0B 2M0
Tel 519-699-3952 - Fax 519-699-4540
tvanhinte@wellesley.ca

PLEASE NOTE: The Township of Wellesley is piloting a four day work week program. As a result, I will currently be available Monday to Thursday from 8:00a.m. to 4:30p.m. Outside of these hours, I will respond at my earliest availability. If you require immediate assistance during office hours on a Monday, please call the office at 519-699-4611.



IMPORTANT NOTICE: This communication (including attachments) is intended solely for the named addressee(s) and may contain information that is privileged, confidential and exempt from disclosure. No waiver of confidence, privilege, protection or otherwise is made. If you are not the intended recipient of this communication, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited.

[Petition details](#) [Comments](#) [Updates](#)

Stop Proposed 12-Unit Stacked Townhouse on 1060 Queens Bush Road, Wellesley, ON

286 have signed. Let's get to 500!



Denise Bender signed 22 hours ago



Tara Markides signed 2 weeks ago



Sofia Gorenc started this petition

Just early this year, it was brought to the attention of all residents in the Township of Wellesley that there is a proposed stacked townhouse of 12 units to be built on 1060 Queens Bush Road in the close-knit community of Wellesley, Ontario, in the coming months.

[Sign this petition](#)

Page 134 of 215

seriously worry about the aftermath of this dwelling. Not only does the development of the townhouse raise major concerns, but it is also parking spaces and additional infrastructure that is planning on being built to help sustain the future residents within this space. These are people's backyards. People who were at peace of mind living in a private residence. Where is the concern for the tax-paying people within the community? What about noise construction? Not to mention the amount of traffic this project would contribute to an already overcrowded part of town. I, and so many other residents in Wellesley, believe that this is a very rushed process and does not involve any of the community's concerns regarding the proposed building.

On May 16th, 2023, a board meeting at 4639 Lobsinger Line, St. Clements, Ontario, at 5:45pm, will be held with the Township of Wellesley and the developers of this proposed 12-unit stacked townhouse on 1060 Queen Bush with the full intention of turning that UR (urban residential)-zoned land into a UR2 zone which allows the development of the proposed dwellings. If they pass this request, it will destroy Wellesley's small-town feel, and I genuinely worry our community's residents will face huge amounts of backlash from this. If you are a resident within the Township of Wellesley, or simply just an individual who shares the same concerns as the people of Wellesley, and wants to see innocent people's voices heard, then I *HIGHLY* encourage you to sign this petition, to fight for what's right, before it's too late.

If you are interested in taking a further look into the proposed development of this dwelling, please refer to the link here: [Zoning By-law Amendment 02-23 - 1060 Queen's Bush Road](#)

 [Report a policy violation](#)

Updates

This is it

Hi all, As I am on my way to the public meeting happening at 5:45 on 4639 Lobsinger Line, St. Clements, Ontario, with all of your signatures and comments of concerns in hand, I can't help but be truly grateful for those of you who have willingly signed this petition to make a change. We have managed to get a total of 283 signatures to date. I...



Sofia Gorenc
2 weeks ago

[More updates](#)

Reasons for signing

—

Name	City	Province	Postal Code	Country	Signed On
Sofia Gorenc	Toronto		Canada		2023-05-01
Suzana Gorenc	Wellesley		N0B2T0	Canada	2023-05-01
Adina Boronka	Wellesley		N0B	Canada	2023-05-01
Julian Craiovan	Listowel		N4W	Canada	2023-05-01
Peter Gorenc	Wellesley		N0B 2T0	Canada	2023-05-01
Abby Purdie	Baden		N3A	Canada	2023-05-01
Mary Craiovan	Listowel		N4W	Canada	2023-05-01
Megan Keller	Wellesley		N0b 2t0	Canada	2023-05-01
Robyn suliman	Wellesley		N0B	Canada	2023-05-01
Renee Murray	Wellesley		N0B 2t0	Canada	2023-05-01
Paul Korczynski	Wellesley		N0B	Canada	2023-05-01
Ammad Khan	Cambridge		N1R	Canada	2023-05-01
Amber Wilson	Wellesley		N0B	Canada	2023-05-01
Alexandra Koch	Wellesley		N0B 2T0	Canada	2023-05-01
Tyler Keller	Toronto		M6R	Canada	2023-05-01
Gert Hartmann	Wellesley		N0B	Canada	2023-05-01
Ryan Wilson	Wellesley		N0B	Canada	2023-05-01
Kelly Rakowski	Wellesley		N0B2T0	Canada	2023-05-01
Ben Naidin	Wellesley		N0B	Canada	2023-05-01
Sherilyn Houle	Wellesley		N0B2T0	Canada	2023-05-01
Alex Robertson	Wellesley		N0B	Canada	2023-05-01
Lorraine Quast	Wellesley		N0B	Canada	2023-05-01
M V	Wellesley		N0B2T0	Canada	2023-05-01
Elizabeth Lealess	Wellesley		N0B	Canada	2023-05-01
Angus McLeod	Wellesley		N0B 2T0	Canada	2023-05-01
Kerrie Harkins	Wellesley		N0B	Canada	2023-05-01
Lacey Egli	Wellesley		N0B	Canada	2023-05-01
Mariann Naidin	Cambridge		N1R	Canada	2023-05-01
Shawn Thompson	Kitchener		N2P	Canada	2023-05-01
Christa Weinstein	Wellesley		N0B 2T0	Canada	2023-05-01
Jen Taylor	Wellesley		N0B2T0	Canada	2023-05-01
Jacob Reed	Wellesley		N0B	Canada	2023-05-01
Kyla Soehner	Wellesley		N0B2A0	Canada	2023-05-01
Sydney Helmke	Kitchener		N2N	Canada	2023-05-01
Magda Piasecki	Wellesley		N0B	Canada	2023-05-01
Amy Robertson	Wellesley		N0B	Canada	2023-05-01

Christina Wood	Wellesley	N0B	Canada	2023-05-02
Jacqueline Gingerich	Lisbon	N0K 1JO	Canada	2023-05-02
Mike Wood	Wellesley	N0B2T0	Canada	2023-05-02
Dan Hartung	Kitchener	N2N	Canada	2023-05-02
Zel Creed	Kitchener	N2N 1B7	Canada	2023-05-02
Abigail Wolf	Wellesley	N0B	Canada	2023-05-02
Ayden Sutcliffe	Toronto	M4P	Canada	2023-05-02
Sandra Mitchell	Wellesley	N0B 2T0	Canada	2023-05-02
Dennis Helder	Grand Bend	N0M	Canada	2023-05-02
Louise Williams	Waterloo	N2T	Canada	2023-05-02
Sherri Gilchrist	Wellesley	N0B	Canada	2023-05-02
Darlene Schmidt	Wellesley	N0B	Canada	2023-05-02
Kevin Dreher	Toronto	M6N	Canada	2023-05-02
Kelsey Curliss	Kitchener	N2M	Canada	2023-05-02
Valerie Wolf	Wellesley	N0B	Canada	2023-05-02
Denise Wolf	Wellesley	N0B	Canada	2023-05-02
Anonymous AnonymousAnonymous	Wellesley	N0B	Canada	2023-05-02
Mallory Jantzi	Kitchener	N2E	Canada	2023-05-02
Chelsea Martin	Milverton	N0K	Canada	2023-05-02
heather fraser	Wellesley	n0b2t0	Canada	2023-05-02
Penny Penticost	Kitchener	N2M	Canada	2023-05-02
Joel Penticost	Kitchener	N2G	Canada	2023-05-02
L Nosal	Baden	N3A	Canada	2023-05-02
Christina Erb	New Hamburg	N3A	Canada	2023-05-02
Gary Leis	Wellesley	N0B 2T0	Canada	2023-05-02
Bonnie Higgins	Wellesley	N0B	Canada	2023-05-02
Chantel Nowak	Baden	N3A	Canada	2023-05-02
Taylor Mensch	New Hamburg	N3A	Canada	2023-05-02
Luke Piasecki	Wellesley	N0B	Canada	2023-05-02
Jon Dietz	Wellesley	N0B	Canada	2023-05-02
Kyle S	Woodbridge	L4L	Canada	2023-05-02
Steve Neeb	Ayr	N0B	Canada	2023-05-02
Shannon Moser	Guelph	N1H	Canada	2023-05-02
Michelle Dienesch	Wellesley	N0B	Canada	2023-05-03
David Dienesch	Wellesley	N0B	Canada	2023-05-03
Joanne Boss	New Hamburg	N3A	Canada	2023-05-03

Lenore Black Markham L3R Canada 2023-05-03
 Julia Seitz Toronto M5P Canada 2023-05-03
 Marvin Martin Wellesley NOB2T0 Canada 2023-05-03
 Christina Predhomme Linwood NOB Canada 2023-05-03
 Marshall Roth New Hamburg N3A Canada 2023-05-03
 Lauren Sibbick Wellesley NOB2T0 Canada 2023-05-03
 Lisa Foran Hamilton L8K Canada 2023-05-03
 Brittany Kieffer Wellesley NOB Canada 2023-05-04
 Betty Sernoskie Kitchener N2H Canada 2023-05-04
 Samantha Goldrick Baden N3A Canada 2023-05-04
 Shawn MacIntyre Wellesley NOB Canada 2023-05-04
 Michael Perry Wellesley NOB 2T0 Canada 2023-05-04
 Michael Grein Kitchener N2N Canada 2023-05-04
 Amie Prsa Wellesley NOB Canada 2023-05-04
 Isaac Shantz Orillia L3V Canada 2023-05-04
 Bernadette Cormier Wellesley NOB 2T0 Canada 2023-05-04
 Alicia Voisin Wellesley NOB2t0 Canada 2023-05-04
 Leanne Hutton London N6g 0g5 Canada 2023-05-04
 Janette Kingsbury Wellesley NOB 2T0 Canada 2023-05-05
 Robyn bay Edmonton T6T 6C0M5 Canada 2023-05-05
 Rebekah Rakowski Burlington L7M Canada 2023-05-05
 Tina Chamberlain New Hamburg N3A Canada 2023-05-05
 Julie Hunter Hamilton L9B Canada 2023-05-05
 Bonnie Zimmerman New Hamburg N3A Canada 2023-05-05
 Patricia Porini Conflans-sainte-honorine 78700 France 2023-05-05
 Robert Sproule Wellesley NOB Canada 2023-05-05
 j t Toronto M4J Canada 2023-05-06
 Karen Perrott New Hamburg N3A Canada 2023-05-06
 Skyler Scheifele Kitchener N2N 1C7 Canada 2023-05-06
 Olga Juhas Duric Nice 06100 France 2023-05-06
 Florence TREBOUTTE Paris 75015 France 2023-05-06
 Dave Palubeski Toronto M9W Canada 2023-05-06
 Kathy Rose Canada 2023-05-06
 Diane Strickler Maryhill NOB 2B0 Canada 2023-05-06
 Monica Bennett Wellesley NOB Canada 2023-05-06
 Nicole H Wilmot N3A Canada 2023-05-06
 Donna Kieswetter Sauble Beach N3A Canada 2023-05-06

Janice Gray	Wellesley	N0B2T0	Canada	2023-05-01
Heather Yost	Wellesley	N0B	Canada	2023-05-01
Kyle Burnett	Wellesley	N0B2T0	Canada	2023-05-01
Jessica Ross	Wellesley	N0B	Canada	2023-05-01
Lisa Egli	Millbank	N0K	Canada	2023-05-01
Kelly Bulgarelli	Wellesley	N0B2T0	Canada	2023-05-01
Chris Maasel	St clements	N0b2m0	Canada	2023-05-01
katherine koehler	kitchener ont	n2e2j1	Canada	2023-05-01
Teshia Tabone	Wellesley	N0B	Canada	2023-05-01
Diane Hennebry	St. Clements	N0B 2M0	Canada	2023-05-01
Sharon Dillon-Martin	Kitchener	N2E	Canada	2023-05-01
Valerie Fink	Wellesley	N0B	Canada	2023-05-01
Tiffany Savich	Wellesley	N0B 2T0	Canada	2023-05-01
Blaine Cober	Wellesley	N0B 2T0	Canada	2023-05-01
Connie Creed	Kitchener	N2P	Canada	2023-05-01
Ann Boucher	Collingwood	L9y	Canada	2023-05-01
Kirstin Phillips	Kitchener	N2G	Canada	2023-05-02
Stephanie McCoy	New Hamburg	N3a 4a1	Canada	2023-05-02
Duane Snyder	Wellesley	N0B2T0	Canada	2023-05-02
Mary Crowther	Waterloo	N2J	Canada	2023-05-02
Nicole Zwýgers	Listowel	N4W	Canada	2023-05-02
Rebecca Bonnell	Kitchener	N2B2C6	Canada	2023-05-02
Valerie Freund	Waterloo	N2K	Canada	2023-05-02
Darlene Paulitzki	St. Clements	N0B	Canada	2023-05-02
Angela Skipper	New Hamburg	N3A	Canada	2023-05-02
Lisa Jacobs	Wellesley	N0B	Canada	2023-05-02
Travis Jacobs	Wellesley	N0B	Canada	2023-05-02
Jessica Bailey	Kitchener	N2E	Canada	2023-05-02
Kenneth Creed	Kitchener	N2n1b7	Canada	2023-05-02
Miriam Kuepfer	Waterloo	N2L	Canada	2023-05-02
Heidi Hallman	Kincardine	N2Z	Canada	2023-05-02
Sarah Demerling	New Hamburg	N3A	Canada	2023-05-02
Biklie Ross	Wellesley	N0b2t0	Canada	2023-05-02
Ron Schiller	Kitchener	N2M	Canada	2023-05-02
Katie Bender	Wellesley	N0B 2T0	Canada	2023-05-02
Shaelyn Heise	Stratford	N5A	Canada	2023-05-02
Joel Gingerich	Lisbon	N0B	Canada	2023-05-02

Nicholas Villeneuve Peterborough K9J Canada 2023-05-01

Vanessa Erb Millbank N0K1L0 Canada 2023-05-01

Scott McLaughlin Kitchener N2M Canada 2023-05-01

Larry Rose Listowel N4W Canada 2023-05-01

Weber Johnathan Burlington L7M Canada 2023-05-01

Dawn Hiuser Wellesley N0B 2T0 Canada 2023-05-01

Anita Ladd Wellesley N0B Canada 2023-05-01

Henry Macgibbon Wellesley N0B2T0 Canada 2023-05-01

Jasveen Kienitz Wellesley N0B Canada 2023-05-01

Kathleen Pembleton Baden N3A Canada 2023-05-01

Kyra Bezecny Wellesley N0B Canada 2023-05-01

Brigitte Belcourt Mississauga L5L Canada 2023-05-01

Susana Muñoz Madrid 28019 Spain 2023-05-01

melissa elliott Kitchener n2a2a5 Canada 2023-05-01

Elmer Neeb Wellesley N0B Canada 2023-05-01

Janelle Jantzi Kitchener N2M Canada 2023-05-01

Grace Neeb Wellesley N0B Canada 2023-05-01

Judy Fox Wellesley N0B 2T0 Canada 2023-05-01

Katie Byrd Wellesley N0B 2T0 Canada 2023-05-01

Joanna Kendall Wellesley N0B 2T0 Canada 2023-05-01

Alexandra Witmer Wellesley N0B Canada 2023-05-01

Matt Koch Wellesley N0B 2T0 Canada 2023-05-01

Cathy Koch Baden N3A Canada 2023-05-01

Frances Dietrich Wellesley N0B2T0 Canada 2023-05-01

Marc Witmer Wellesley N0B2T0 Canada 2023-05-01

Annamaria Denomme Cambridge N1T Canada 2023-05-01

Sarah Larochelle Wellesley N0B Canada 2023-05-01

Laura Lightheart Wellesley N0B Canada 2023-05-01

shirley burrell Waterloo N2K Canada 2023-05-01

Mark Green Baden N0b 2t0 Canada 2023-05-01

Sheryl Martin Wellesley N0B Canada 2023-05-01

Karlie Austin Wellesley N0B Canada 2023-05-01

Heather Massel Crosshill N0K 1L0 Canada 2023-05-01

Tracy Crowther Wellesley N0B 2T0 Canada 2023-05-01

Shelly M Wellesley n0b2t0 Canada 2023-05-01

Sharon Bonnell Kitchener N2A Canada 2023-05-01

Amy Kube	Wellesley	N0B	Canada	2023-05-01	
Rebecca Witt	St.clements	N0B 2M0	Canada	2023-05-01	
Isaac Hoffele	Wellesley	N0B2T0	Canada	2023-05-01	
Brooklyn Butler	Toronto	M6H	Canada	2023-05-01	
Sanela Craiovan	Kirkton	N0K	Canada	2023-05-01	
Harry Froklage	Wellesley	N0B	Canada	2023-05-01	
Bethany Pearce	Wellesley				On N0B2T0 Canada 2023-05-01
Sara Donnelly	Wellesley	N0b2t0	Canada	2023-05-01	
Connie Lanteigne	Wellesley	N0B	Canada	2023-05-01	
Jacob Sorichetti	Wellesley ont	N0b	Canada	2023-05-01	
Chris Kube	Wellesley	N0B	Canada	2023-05-01	
Dave Logan	Wellesley	N0b2t0	Canada	2023-05-01	
Jodi Purdie	Baden	N3A	Canada	2023-05-01	
Chelsey Jeffray	Wellesley	N0B	Canada	2023-05-01	
Carol Shoemaker	Wellesley	N0B2T0	Canada	2023-05-01	
Christine Bensler	Kitchener	N2H	Canada	2023-05-01	
Jeanette Pretorius	Wellesley	N0B	Canada	2023-05-01	
Haben Tesfay	Toronto	M6K	Canada	2023-05-01	
Andrea Ellefson	Regina	S4R	Canada	2023-05-01	
Ninder Hayer	Baden	N3A	Canada	2023-05-01	
Ehsan Mohamed	Calgary	T2K	Canada	2023-05-01	
Amanda Udell	Wellesley	N0B	Canada	2023-05-01	
Mike Craiovan	Listowel	N4W	Canada	2023-05-01	
Joe Joe	Toronto	M6C	Canada	2023-05-01	
Linna Muller-Wille	Saint-Lambert	J4r2R7	Canada	2023-05-01	
Ethan Baloo	Guelph	N1H	Canada	2023-05-01	
Yuri Airapetian	Lachine	H8S	Canada	2023-05-01	
Marilyn Starr	Haisla	V0T 2B0	Canada	2023-05-01	
Jim Voteary	Linwood	N0B	Canada	2023-05-01	
Brenda Keller	Wellesley	N0B 2T0	Canada	2023-05-01	
Jeff Quint	Wellesley	N0B	Canada	2023-05-01	
Jackie Kube	Wellesley	N0B	Canada	2023-05-01	
Nick Shulist	New Hamburg	N3A	Canada	2023-05-01	
Wendy Weber	New Hamburg	N3A	Canada	2023-05-01	
Tim Weber	Wellesley	N0B 2T0	Canada	2023-05-01	
Christine Bender	Wellesley	N0B	Canada	2023-05-01	
Julie Neeb	Wellesley	N0B 2T0	Canada	2023-05-01	

Kari Hoffman	Wellesley	N0B	Canada	2023-05-01	
Lindsay Seyler	Guelph	N1H	Canada	2023-05-01	
Katherine Pollard	Wellesley	N0B	Canada	2023-05-01	
Jennifer Zehr	Wellesley	N0B	Canada	2023-05-01	
Darlene Bechthold	Kitchener	N2M	Canada	2023-05-01	
Ali Soliman	Mississauga	L5B2S7	Canada	2023-05-01	
Pam Dietrich	Penetanguishene	L9M	Canada	2023-05-01	
Stephanie Roth	New Hamburg	N3A	Canada	2023-05-01	
Rachel Karsten	Wellesley	N0B	Canada	2023-05-01	
Abbie Snider	Wellesley	N0B 2T0	Canada	2023-05-01	
Viola Tadros	Toronto	M6G	Canada	2023-05-01	
Emily Middleton	Wellesley	N0B 2T0	Canada	2023-05-01	
Michelle Boese	Wellesley	N0B	Canada	2023-05-01	
Marina NW	Toronto	M9N 1J8	Canada	2023-05-01	
Cheryl Zivkovic	Wellesley		Ontario	N0B2T0	Canada 2023-05-01
Judy Bruce	Wasaga Beach	L9Z 2B1	Canada	2023-05-01	
Terri Saunders	Wellesley	N0B2T0	Canada	2023-05-01	
Angela Cowan	Wellesley	N0B	Canada	2023-05-01	
ANDREA SEIP	Wellesley	N0B 2T0	Canada	2023-05-01	
Bryan Peters	Wellesley	N0B 2T0	Canada	2023-05-01	
erteria Ethiopia	Usa	No	Canada	2023-05-01	
Janice Veenman	Linwood	N0B	Canada	2023-05-01	
Cheryl Godkin	Ottawa	K1G	Canada	2023-05-01	
Sue Wattenburg	Warton	N0H	Canada	2023-05-01	
Rob Gray	Wellesley	N0B 2T0	Canada	2023-05-01	
Bana Bereket	Calgary	T3C	Canada	2023-05-01	
Gary Lesyk	Cancun	77529	Mexico	2023-05-01	
Diane Fernandez	Waterloo	N2k 4b7	Canada	2023-05-01	
Brian Krigner	Toronto	M5A	Canada	2023-05-01	
Nick Furler	Wellesley	N0B2T0	Canada	2023-05-01	
Emily Davidson	Vancouver	V6B	Canada	2023-05-01	
Djagger Bailey	Edmonton	T5G	Canada	2023-05-01	
Chris Fane	Wellesley	N0B	Canada	2023-05-01	
Brittany Neadow	Calgary	T3G	Canada	2023-05-01	
Laurie McKenna	Waterloo	N2T2L5	Canada	2023-05-01	
Bridget Diebold	Wellesley	N0B	Canada	2023-05-01	
triton Stoneleigh	Calgary	T3G	Canada	2023-05-01	

john dale	Baden	N3A 3P1	Canada	2023-05-06	
Kristen Park	North York	M2N	Canada	2023-05-06	
Jeff Park	Baden	N3A	Canada	2023-05-06	
Amber Haelzle	Woodstock	N4T	Canada	2023-05-06	
Annie McGillivray	Toronto	M3B	Canada	2023-05-07	
Kerrie Rice	Wellesley	N0B 2T0	Canada	2023-05-07	
Mary Park	Kitchener	N2M	Canada	2023-05-07	
Cheryl Knott	Kitchener	N2N	Canada	2023-05-07	
Lynda Barnaby	Kitchener	N0B	Canada	2023-05-07	
Lee Ann Rektor	Wellesley	N0B 2T0	Canada	2023-05-07	
Jennifer Lehr	New Hamburg	N3A	Canada	2023-05-07	
Shawn Lehr	New Hamburg	N3A	Canada	2023-05-07	
James Hofstetter	New hamburg	N3A1n2	Canada	2023-05-07	
Herb Barnaby	Wellesley	N0B	Canada	2023-05-07	
DENNIS RAKOWSKI	Wellesley	N0B 2T0	Canada	2023-05-07	
Dee Sproule	Canada			2023-05-08	
Wilson Cook	Wellesley	N0B2T0	Canada	2023-05-08	
Kayla Ferguson	New Hamburg	N3A	Canada	2023-05-08	
Amy Sproule	North Bay	P1B	Canada	2023-05-08	
Court Goetz	North Bay	P1B	Canada	2023-05-08	
Mary Katherine Rose	New Hamburg	N3A	Canada	2023-05-11	
Stephanie Hergott	Wellesley	N0B	Canada	2023-05-12	
Sherryl Roth	Millbank		Ontario	N0K 1L0	Canada 2023-05-13
Derek Burger	Rockwood	N0B	Canada	2023-05-14	
Maria Palubeski	Wellesley	N0B	Canada	2023-05-14	
Janeen Kleppe	Wellesley	N0B2T0	Canada	2023-05-15	
Menno Brubacher	Wellesley	N0B	Canada	2023-05-15	

Name	City	Province	Postal Code	Country	Date	Comment
Jennifer Zehr	Wellesley		N0B	Canada	2023-05-01	"I love our small town and that property is the worst spot imaginable for what they're proposing!! It is ridiculous. Property value would go down for the owners and
Terri Saunders	Wellesley		N0B2T0	Canada	2023-05-01	"Yes, our region needs more affordable housing but not smack dab in the middle of a quiet town. This is right across from the school and will add traffic to an
Sofia Gorenc	Toronto		M6S	Canada	2023-05-01	"I 100% agree with you, Terri. This is a poorly planned out project, and simply isn't the answer. Thank you so much for your support!"
Sofia Gorenc	Toronto		M6S	Canada	2023-05-01	"One of the reasons why I love Wellesley so much is because of how small it is and the unity that it brings to our community. I agree that this dwelling will have not
melissa elliott	Kitchener		n2a2a5	Canada	2023-05-01	"I am a resident"
Gary Lesyk	Baden	N3A		Canada	2023-05-01	"This proposal is wrong on every conceivable level and for all the reasons already shared. In addition, to think that they want to plop this significant structure directly a
Joanna Kendall	Wellesley		N0B 2T0	Canada	2023-05-01	"It isn't necessary!"
Janice Gray	Wellesley		N0B2T0	Canada	2023-05-01	"I am signing as I strongly feel that this corner is one of the busiest corners in our village. Has there been any traffic studies done? This location is a busy school
katherine koehler	kitchener ont		n2e2j1	Canada	2023-05-01	"? Leave the small town alone.."
Biklie Ross	Wellesley		N0b2t0	Canada	2023-05-02	"Please don't put this across from a public school"
Dan Hartung	Kitchener		N2N	Canada	2023-05-02	"Joe's gone overboard! This is enough!"
Kelsey Curliss	Kitchener		N2M	Canada	2023-05-02	"Please put in a new location"
Gary Leis	Wellesley		N0B 2T0	Canada	2023-05-02	"Intersection is to busy for a 12 unit stacked townhouse. There are other locations in Wellesley better suited for this development."
Brittany Kieffer	Wellesley		N0B	Canada	2023-05-04	"New location would be better, that area is already to busy with the cross walk and children from the school."
Karen Perrott	New Hamburg		N3A	Canada	2023-05-06	"Not appropriate sight to build. Unfair for current residents."
Herb Barnaby	Wellesley		N0B	Canada	2023-05-07	"I question sticking a 12-unit in the middle of a residential area which is already struggling with services. Having lived in Kitchener, I have seen these destroy sma
Herb Barnaby	Wellesley		N0B	Canada	2023-05-07	"Be nice to able to edit these, please ignore my spelling errors."
Dee Sproule		Canada			2023-05-08	"I am opposed to this large building being built on our block for all of the reasons folks have already cited. This is an ill conceived idea."
Mary Katherine Rose	Brant		N3L2V1	Canada	2023-05-11	"The size of this building is not appropriate for the neighborhood."
Grace Neeb	Wellesley		N0B	Canada	2023-05-11	"I understand that intensification is a part of ever municipality's Official Plan, but surely that is not the only reason Wellesley Council would be in favour of a stack to

From: [Kate Tippin](#)
To: [Tim Van Hinte](#)
Subject: Queen's Bush condos
Date: June 6, 2023 11:54:03 AM

You don't often get email from [REDACTED] [Learn why this is important](#)

Hi Tim,

This might be too late, but I want to express my concern for the 12-unit condo building that is proposed on Queen's Bush Road in Wellesley.

I am concerned that the location will impact the safety of children travelling to and from school. This is already a dangerously busy stretch of Wellesley during drop-off and pick-up times during the school year. We live three houses down from the proposed location (toward Greenwood Hill Road) and we witness dangerous situations every day. Parents who are likely running late drop their kids off at school by pulling over onto nearby lawns thereby blocking traffic and making it challenging for kids who are crossing the road to see oncoming traffic. Parents pull over in front of the school, they park in the Bell Building (next door to the proposed location), and they, honestly, stop on the road in the middle of other traffic in order to drop off or pick up their kids. This is not the fault of the developer, but it is a very real situation that will only worsen if there is a new parking lot being built directly across from the school. Parents will pull over in this lot, in a rush, to drop off or pick up their children, making this stretch even more precarious. It is only a matter of time before a child is hurt, or, god forbid, killed due to distracted drivers who are rushed and stressed. We still walk our children to school because of this reason, even though they are capable of walking themselves (and/or the older one walking the little one to school).

With this in mind, I would like to know what traffic-calming measures will be put in place and what the Township proposes to do to help mitigate the risk to children who are walking to school. I would also like to know how these traffic-calming measures will be financed.

Will this new build be the reason for needing sidewalks on both sides of Queen's Bush? Will more crossing guards need to be hired? I worry that the unintended consequences of this new building will impose additional strains and costs on the Township, residents, and the school. If the parking lot entrance/exit could be moved to Village Road, it could help to reduce the potential dangers on Queen's Bush. At least there is a crossing guard from Village to Queen's Bush.

Thank you for reviewing my concerns,
Kate Tippin
1032 Queen's Bush Road, Wellesley, Ontario

From: [Neil Lackey](#)
To: [Tim Van Hinte](#); [Derek Brick](#)
Cc: [Linda Lackey](#)
Subject: Re: 1060 Queen's Bush Road precedent setting?
Date: September 20, 2023 10:59:29 AM

Greetings Tim, and Derek

I have heard there were updates to the proposed 1060 Queen's Bush Road development.

I don't have a full understanding, but from what I have read in the documents on the township site it appears that the developer and his advisors are prepared to meet the minimum standards set out by the current building code, but not interested in building for Wellesley's climate emergency future. Rainfalls will increase in intensity as seen on the east and west coasts of Canada and in devastating floods in other parts of the world. Water studies based on history are not anticipating the intensity of future climate events.

I am disappointed that our provincial government is so hesitant to update building code standards and I understand why this developer and his advisors are pushing the "apartment-style" condo development to ensure they come under existing building code regulations. Changing the name to "Stacked Townhouse" is interesting (to me it is doublespeak, and not truly transparent) for apartment condo construction.

I know there is nothing I can do about that - that's a provincial matter and so far our MPP and housing ministers have deaf ears to anything but their own party policy and direction.

Thank you for taking time to read my rant.

If there is anything the township can do to encourage 1060 Queen's Bush to be constructed to a higher climate emergency mitigation standard, please do your utmost to implement that in all new construction and renovation projects throughout the township.

[Neil Lackey](#)
Wellesley ON. N0B 2T0


On Fri, May 26, 2023 at 9:51 AM Tim Van Hinte <tvanhinte@wellesley.ca> wrote:

Thanks Neil – certainly very good questions and comments and we will certainly mull them over as we work through this application.

Tim

From: Neil Lackey <>
Sent: Wednesday, May 17, 2023 12:04 PM
To: Tim Van Hinte <tvanhinte@wellesley.ca>
Cc: Linda Lackey <>
Subject: 1060 Queen's Bush Road precedent setting?

Hi Tim,

We know that regulations set by the provincial government limit what regulations can be

applied locally.

Questions that came to us as we drove home and then talked about again this morning are listed below. We do not expect to receive responses from you on any of these questions, but hope they will help in discussion that Staff and Council may have.

1. After last night's meeting we are wondering if the approval of this project, (which we see as inevitable - and hope that the developer is compassionate and acts to implement as many of the public's suggestions as possible), means that other stacked townhouse proposals will also ask for and expect the same types of variances?
2. Will this set a precedent for other Stacked Townhouses?
3. Why didn't the initial proposal and preliminary plans indicate that the units would be 2-bedroom condos? We would have presented differently knowing this. Definitely in favour, but with questions.
4. From last night's meeting we understand that Wellesley Township will need to develop a local bylaw to set standards for Stacked Townhouses? We note this development is asking for Stacked Townhouses to take up less space than a townhouse would occupy. (i.e. minimum lot area required). I understand that Stacked townhouses would not require as much area as townhouses, but what would per-unit the minimum in the township bylaw? Does the current application set the standard?
5. **By-Law possibilities?** Can a bylaw stipulate the number of this particular type of housing that can be located in a particular area? (E.g Wellesley Village or St Clements settlement area). Can a bylaw require a percentage of "Affordable" or "Universal Design Accessible" units per development of this type, or has the province already set this?
6. **Seniors accessibility.** Many seniors live a long time in their own home and look to minimize the number of stairs they need to climb as they move out of their single, detached housing. Can a local bylaw stipulate requirements for seniors, of which Wellesley will have a significantly growing number, according to Kevin Thomason's presentation? To age "in place" accessibility is of prime importance both to the building itself and in the individual units.
7. I have heard that many of the condos along the LRT have been bought up by investors, (for short term rentals) and few if any are truly affordable. Where does true assessment of affordability and accessibility come in? At the local level? At the provincial level? Where does assessment of "family-friendly" accommodation come in?
8. Does this development mean that Wellesley Township will be limited in what Development Charges can be levied?

Neil & Linda Lackey

1072 Queen's Bush Road, Wellesley ON. N0B 2T0

[REDACTED]

[REDACTED]



PLANNING & DEVELOPMENT REPORT

To: Council

Meeting Date: October 3, 2023

Prepared by: Darryl Denny
Chief Building Official

Date Prepared: September 27, 2023

Subject: Limiting Distance Agreement - 4671 Herrgott Rd

Recommendation:

That the Council of the Township of Wellesley authorize the Mayor and Clerk to enter into an agreement with the property owners being Solomon Martin and Soloman Brubacher to recognize a reduced limiting distance on 4671 Herrgott Rd. as it relates to the eastern wall construction of a 52 feet x 44 feet agricultural horse and hobby barn.

Summary:

A request has been received by the property owner of 4671 Herrgott Rd. (Solomon Martin) for the Township to consider entering into an agreement which would restrict construction of any buildings on the neighbouring property (owned by Solomon Brubacher) and allow 4671 Herrgott Rd. to build a 52 feet x 44 feet agricultural horse and hobby barn within 4 feet of the south-east facing property line without having to build a concrete block wall along the same south-east facing wall.

Report:

The National Farm Building Code of Canada as well as the Ontario Building Code requires the construction of walls be considered relative to adjacent buildings or property lines. A calculation based on wall area as well as the distance to those neighbouring buildings or property lines is conducted for all new construction which then dictates how that wall is to be constructed. The further a building or wall face is constructed from a property line or adjacent building, the less restrictive the construction becomes and the requirements for the fire protection of the wall reduce or are eliminated.

Mr. Martin plans to build a 52 feet x 44 feet agricultural horse and hobby barn within 4 feet of his south-east property line. The existing wall construction consists of an unrated wood wall. The wall area of the barn, at the close proximity to the property line proposed, would typically require a 2-hour fire separation built out of non-combustible construction. A concrete block wall would be a typical example of a 2-hour rated non-combustible wall. However, there is an allowance in the building code which permits an agreement to be entered into with the property owner, the neighbouring property owner as well as the Municipality to recognize a restriction of any future construction on the neighbouring property owner's lands within whatever distance is necessary.

The applicants have received permission from the property owner regarding this proposal with a copy of the permission attached to this report.

The agreement outlines the distance from the north-west property line where future buildings would be restricted (35 feet beyond the south-west property line of Solomon Martin's Herrgott Rd. lot into Solomon Brubacher's farm property). The agreement if passed, also becomes registered on title ensuring that in the event the property changes hands the agreements covenants would remain with the property and the new owners. A visual aerial diagram has been added to this report as an attachment for Council's review to better illustrate the agreements merits.

It is worth noting that the south-west wall is also in close proximity to the property line, however as it is a single storey and a basic shape the owners are able and willing to construct this wall with the required fire rating. The wall construction in question for the requested relief is a two storey gambrel shape and is much less conducive to the use of concrete block for the entirety of the wall.

Staff have reviewed the proposed agreement and have no issues with restricting the future construction of any buildings within 35 feet of Solomon Brubacher's north-west property line. It is unlikely that construction would have occurred along this portion of the property given the current arrangement of the farm and MDS setbacks that may would be present for livestock facilities. Entering into an agreement, restricting future construction of any building or group of buildings, should not adversely affect a property owner of the larger farm property as the size of the property remains a 66-acre farm. It is Staffs opinion that the proposed agreement is reasonable in its request and merits and that Council should consider the agreement accordingly.

Township Strategic Plan:

This report aligns with the initiative of Customer Service with the strategic goal of ensuring quality and accountability in providing effective and efficient customer services that match or exceed expectations and directly relates to the strategic objective of effectively communicating to our residents on the services provided and their related costs.

Financial Implications:

All associated costs relating to the drafting and legal review of the agreement are required to be covered by the applicant.

Other Department / Agency Comments:

N/A

Legal Considerations:

This agreement comes from a template created by the Township solicitor which has been used for similar agreements that Council has entered into in the past.

Attachment(s):

A – Proposed Limiting Distance Agreement.

B - Aerial photo and visual outline highlighting purpose and effect of agreement

Approved By:

Senior Management Team

THIS AGREEMENT made the _____ day of October, 2023.

B E T W E E N :

SOLOMON MARTIN

-and-

SOLOMON BRUBACHER

-and-

THE CORPORATION OF THE TOWNSHIP OF WELLESLEY

(Hereinafter called the “Township”)

WHEREAS:

1. Solomon Martin is the registered owner of lands described in Schedule “A” herein.
2. Solomon Brubacher is the registered owner of lands described in Schedule “B” herein.
3. The lands described in Schedule “A” and Schedule “B” are adjacent lands.
4. Solomon Martin has applied to the Township for a building permit to construct a horse and hobby barn (“the barn”) on the lands described in Schedule “A”, said barn to be located 4 feet from the property line separating the lands described in Schedule “A” and Schedule “B”.
5. As a condition of approval, s. 9.10.14.2 of the Ontario *Building Code*, O. Reg. 332/12 (hereinafter the “*Building Code*”) requires:
 - a. that Solomon Brubacher observe certain restrictions for future construction of buildings on the lands described in Schedule “B”; and
 - b. that Solomon Martin and Solomon Brubacher enter into this Agreement with the Township, and

the Parties have entered into this agreement for such purposes.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of ONE DOLLAR (\$1.00) of lawful money of Canada now paid by each of the Parties hereto to each other and in consideration of the above premises and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties covenant and agree as follows:

1. BUILDING CONSTRUCTION RESTRICTIONS

1.1 In accordance with s. 9.10.14.2(4) of the *Building Code*, Solomon Brubacher shall not construct or permit to be constructed a building on his property within 56 feet from the property line separating the lands described in Schedule “A” and Schedule “B”.

1.2 In accordance with s. 9.10.14.2(5) of the *Building Code*, the limiting distance for the exposing building faces in respect to constructions of any buildings on the lands described in Schedule “B” shall be measured from a line located 56 feet from the property line separating the lands described in Schedule “A” and Schedule “B”.

2.0 REGISTRATION

2.1 This Agreement shall be registered on title to the lands described in Schedule “A” and Schedule “B” in accordance with s. 9.10.14.2 of the *Building Code*.

3.0 COVENANTS RUN WITH THE LAND AND ENFORCEABILITY

3.1 The Parties to this Agreement hereby acknowledge and agree that the restrictions or other rights conferred by this Agreement are intended to, and do, constitute covenants that run with the land, subject to any provisions of the *Registry Act* (Ontario) and/or the *Land Titles Act* (Ontario) and shall inure to the benefit of and be binding upon the parties and their respective grantees, heirs, executors, administrators, successors, and assigns.

3.2 Solomon Martin and Solomon Brubacher agree that they will comply with such other conditions as the Township considers reasonably necessary to carry out the true intent of this Agreement.

3.3 Solomon Martin and Solomon Brubacher covenant and agree to include in any Agreements of Purchase and Sale, notice of the provisions of this Agreement.

4.0 INDEMNITY

4.1 Solomon Martin and Solomon Brubacher agree to indemnify and hold harmless the Township and its councillors, employees, agents, officers, successors and assignees from and against any and all costs (including legal costs for the preparation and registration of this Agreement), actions, causes of actions, originating or interlocutor processes, charges, claims, demands, applications, complaints, debts, dues, fines, prosecutions, damages or injury of whatever nature or kind, interest, expenses and loss which the Township may at any time bear, incur, be liable for, sustain or be put into, for any reason or on account of, or reason of, or in consequence of the Township entering into this Agreement or which may arise either directly or indirectly through Solomon Martin’s and Solomon Brubacher’s performance, purported or attempted performance, or failure to perform its duties as owner of the Lands and their obligations in accordance with the terms of this Agreement and the law.

5.0 GENERAL

5.1 Words importing the singular number only shall include the plural and vice versa, words importing the masculine gender shall include the feminine and neuter genders, and words importing persons shall include firms and corporations and vice versa.

5.2 If any section in the Agreement is or is held to be illegal or unenforceable, it or they shall be considered separate and severable from the Agreement and the remaining provisions of this Agreement shall remain in full force and effect and shall be binding on the Parties as though such section had never been included in this Agreement.

5.3 There are no covenants, representations, warranties, agreements or other conditions expressed or implied, collateral or otherwise, forming part of or in any way affecting or relating to the Agreement, save as expressly set out or incorporated by reference herein and this Agreement constitutes the entire agreement duly executed by the Parties, and no amendment, variation or change to this Agreement shall be binding unless the same shall be in writing and signed by the Parties. For greater certainty, this Agreement shall not be amended or terminated without the express written consent of the Township, which can be unreasonably withheld.

5.4 Schedules attached to this Agreement form an integral part of this Agreement and are incorporated herein by reference.

5.5 This Agreement, and any Schedules hereto, are governed by and are to be construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein and treated in all respects as an Ontario contract.

5.6 This Agreement may be executed in separate counterparts each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

SIGNATURE PAGE FOLLOWS

IN WITNESS THEREOF the Parties have executed this Agreement.

SIGNED, SEALED AND	)	
DELIVERED	)	
	)	
	)	
	)	
	)	
	)	
_____ Witness:	)	_____ Solomon Martin
	)	
	)	
	)	
_____ Witness:	)	_____ Solomon Brubacher
	)	
	)	
	)	
	)	The Corporation of the Township of
	)	Wellesley
	)	
	)	
	)	_____ Per:
	)	Title:
	)	
	)	
	)	_____ Per:
	)	Title:
	)	We have authority to bind the Corporation

SCHEDULE “A”

SECTION WEST CON 14 PT LT 19 RP58R7553 PT 2
Township of Wellesley
Regional Municipality of Waterloo

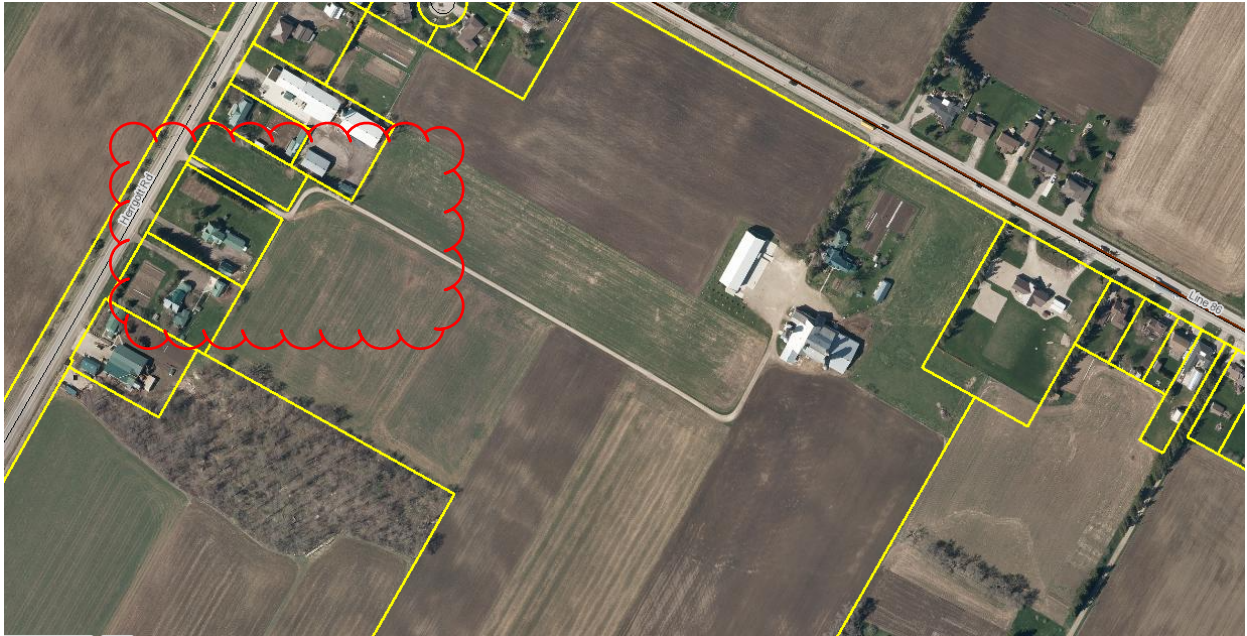
PIN 221590030

SCHEDULE “B”

SECTION WEST CON 14 PT LOT 19; WELLESLEY
Township of Wellesley
Regional Municipality of Waterloo

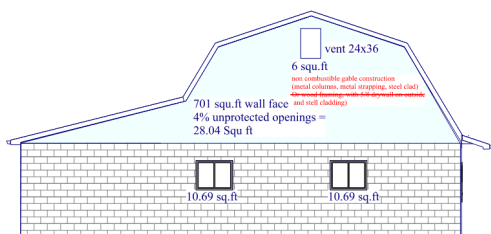
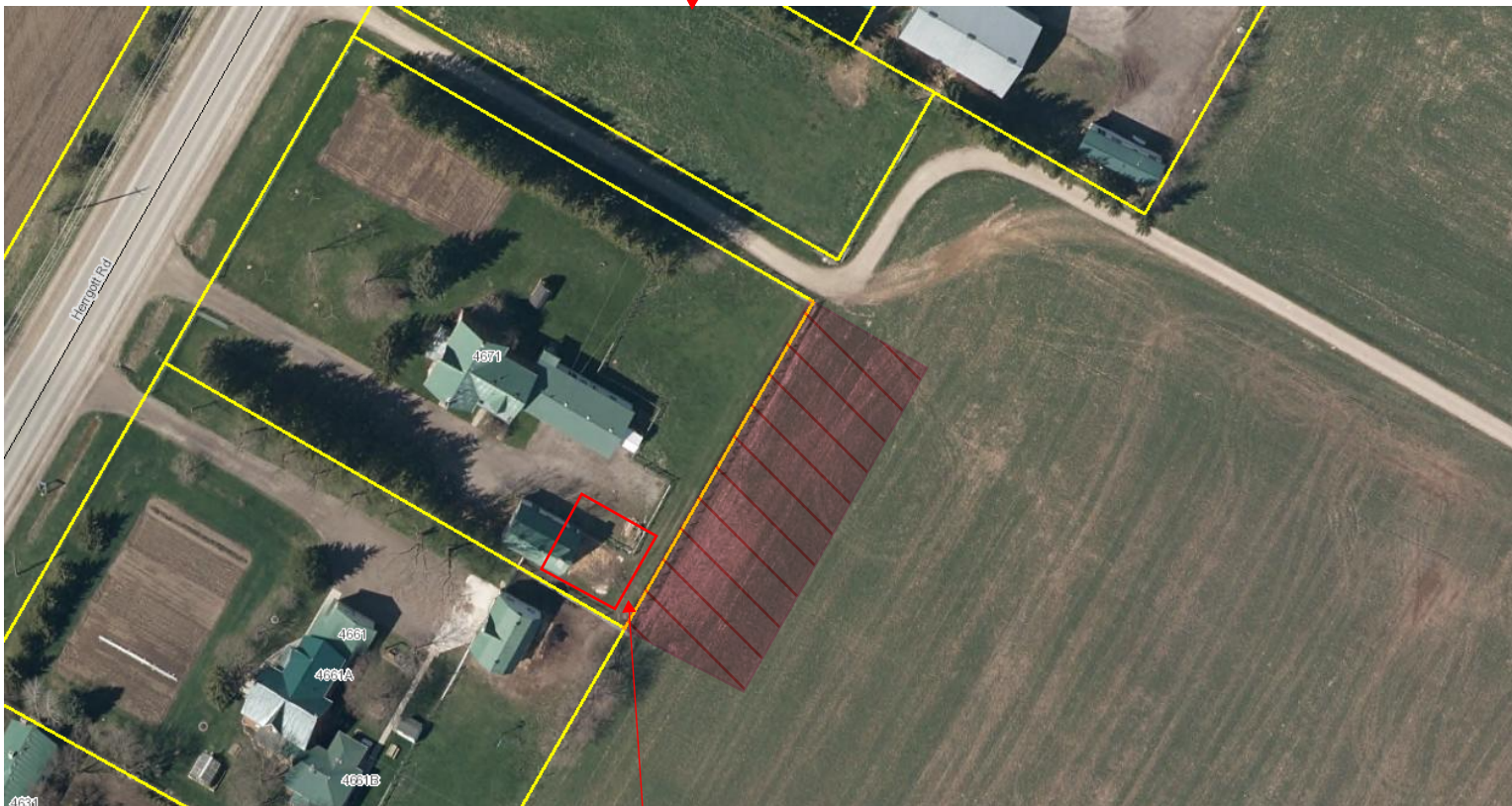
PIN 221590033

Visual outline of the proposed Limiting Distance Agreement (4671 Herrgott Rd.)

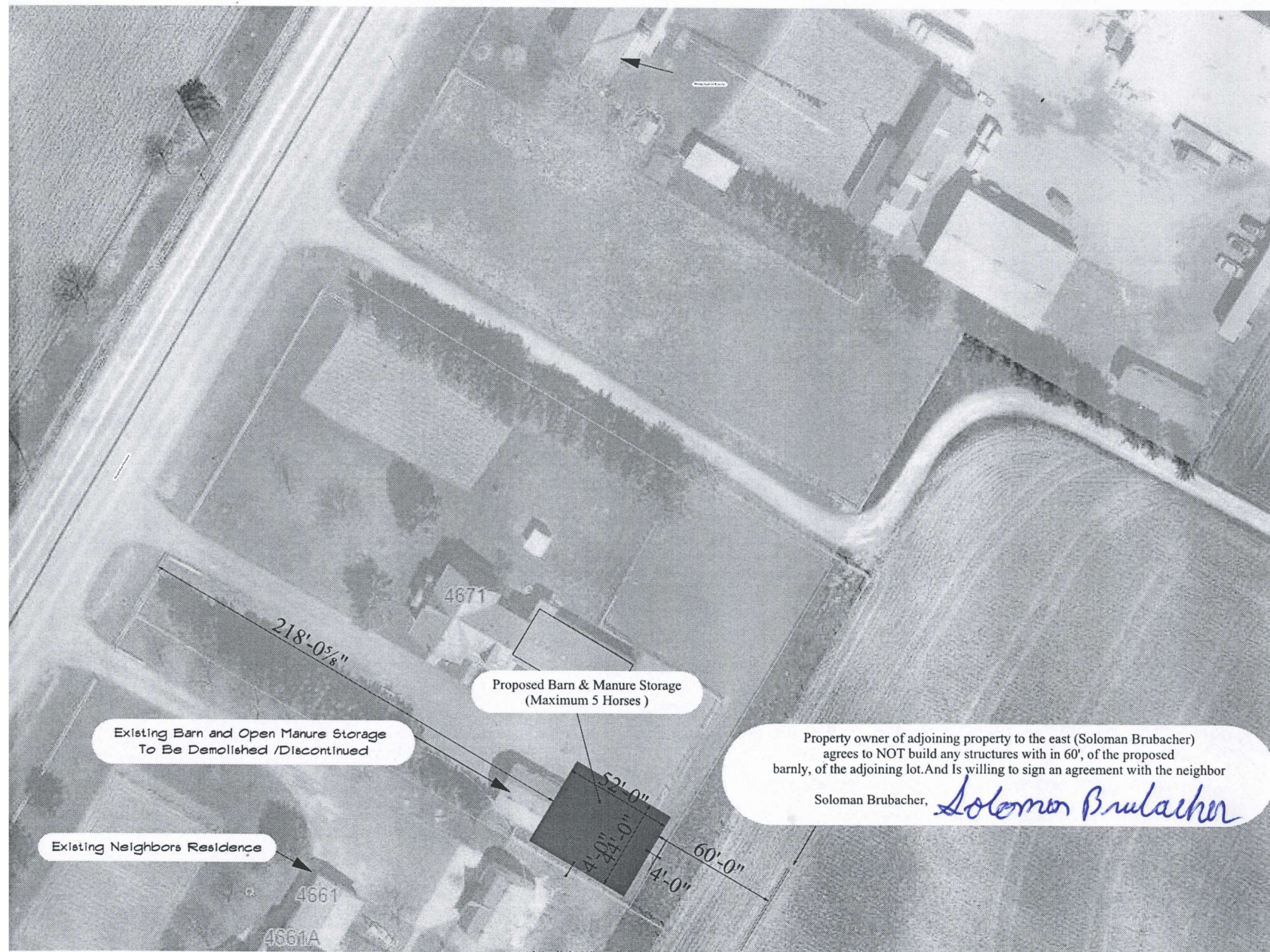


Solomon Martin's property

Solomon Brubacher's property



South East Facing Wall requesting relief through proposed agreement



Project Title :	
Barn-Relocate	
Property Owner:	
Solomon S Martin	
Phone: 226-988-7675	
Property Address:	
4671 Herrgott Rd	
Wallenstein Ont.	
Drawing Title:	
Agreement	
Drawing Scale:	Page:
0.023" = 1'-0"	1 of 1
Drawn By: E.M.S	2021-08-10



PROPERTY & FIRE REPORT

To: Council

Meeting Date: October 3, 2023

Prepared by: Paul Redman
Fire Chief, CEMC

Date Prepared: September 27, 2023

Subject: Rescue Squad Pick-Up Truck Fire Station 52

Recommendation:

That the Council of the Township of Wellesley receive this report for information.

Summary:

This pick-up truck is part of the 2023 fire department budget approved by Council to replace the current 17-year-old rescue truck at station 52 in St. Clements. This purchase is part of our rescue fleet replacement that is going to pick-up trucks with custom fabricated boxes from full sized trucks with walk-in bodies.

Report:

In 2022, the Township of Wellesley put its first rescue squad into service at station 51 in Linwood. As reported to Council the purpose of this change is to maintain service levels while providing a significantly cheaper alternative to full sized rescue walk-in trucks that would be costing well over \$800,000 per apparatus at current prices. Our approved budget for this apparatus in total is \$225,000 which includes the pick-up truck, the space cap body with custom fabricating (approx.\$67,000) all the equipment going on the truck including e-draulic rescue tools and all the lights, sirens, electronics and decaling.

The custom fabricated space cap bodies are removable and can be removed and replaced on a new pick up when these trucks are retired at the end of their lifespan, they are not brand specific. We will be replacing the third rescue at station 53 in 2026 with the same type of truck, this will be a total cost of replacing our entire fleet of rescue vehicles for less than one custom apparatus, a savings of \$1,600,000 (at today's prices). These apparatus are the first trucks out for medical calls and CO alarms. A bonus for the fire department is that they only require a "G" licence to drive which helps alleviate some of the problems presented by the graduated "DZ: truck licencing.

Staff have received three (3) quotes for trucks (all 2024 crew cab, 8-foot box) and are moving forward with the lowest quote. Voisin Motors will be providing the truck and is located locally

in the Township of Woolwich. The custom fabricating and decaling are done at local businesses as well: C-Max Custom Fabricating in St. Jacobs and Innovative Printing in Millbank. The expected build time for the truck is 6-12 months.

Township Strategic Plan:

This report meets the Township of Wellesley's Healthy Communities and Environments Strategic Objective Strategic Objective to plan and prepare for emergency responses to meet the community needs or requirements and, to ensure the appropriate level of public education, prevention and emergency response.

Financial Implications:

- John Bear GM \$74,824
- Parkway Ford \$73,324
- Voisin Motors \$73,119

The current rescue 52 will be sold on GovDeals and the proceeds will be returned to the fire equipment reserve account.

Other Department / Agency Comments:

N/A

Legal Considerations:

N/A

Attachment(s):

N/A

Approved By:

Senior Management Team



ADMINISTRATION/FINANCE & PERSONNEL REPORT

To: Council

Meeting Date: October 3, 2023

Prepared by: Rik Louwagie
Chief Administrative Officer

Date Prepared: September 25, 2023

Subject: Waterloo Region Economic Development Corporation (WREDC) Memorandum of Understanding Renewal

Recommendation:

That the Council of the Township of Wellesley approve the draft Waterloo Region Economic Development Corporation Partnership Agreement as attached subject to 2024 Budget approval as set out in report A/F & P 32/2023; and further

THAT staff be directed to include \$20,000 in funding for the WREDC in the draft 2024 budget, funded from the property tax levy; and further

THAT the Mayor and Clerk be authorized to sign the new Memorandum of Understanding (Partnership Agreement) pending agreement of all eight (8) participating Municipal Councils and legal review.

Summary:

The Waterloo Region Economic Development Corporation (WREDC), which operates as Waterloo EDC, partnership agreement with the area municipalities is set to expire on December 31, 2023. Subject to final approval of the funding by area Councils, the Area CAO's have negotiated a tentative new 5-year agreement that includes the first financial increase since 2015.

The financial increase will bring stability to Waterloo EDC which has relied on Federal and Provincial funding that is being phased out. The increased financial commitment for the Township of Wellesley will be phased in over the five (5) years. The Township's contribution of \$20,000/year will remain in place for 2024, 2025 and 2026, with Consumer Price Index (CPI) being applied in both 2027 and 2028.

Report:

In 2015, the Council of the Region of Waterloo and Municipal Councils of Cambridge, Kitchener, North Dumfries, Waterloo, Wellesley, Wilmot, and Woolwich agreed to jointly operate the Waterloo Region Economic Development Corporation (WREDC; Waterloo EDC is

the operating name) under a Memorandum of Understanding partnership agreement that had one renewal in 2018 and is set to expire again on December 31, 2023.

This coordinated approach to the delivery of economic development services throughout Waterloo Region has been in place to complement and support, and not duplicate, the collaborative efforts of Area Municipal economic development staff. Waterloo EDC is an integral common voice and champion for Economic Development in our region. Tony LaMantia was recruited as the inaugural CEO for WREDC, starting in this position in January 2016, and remains in this capacity reporting to a private sector board of Directors, currently chaired by Murray Gamble.

There have been numerous corporate attraction and retention successes derived from the Waterloo EDC team over the years. Waterloo EDC directly supports our community by leading foreign direct investment attraction efforts and partnering on local business retention and expansion. It is a highly successful advocate for, and contributor to, the investment readiness of our community. The organization has delivered in excess of \$1.55 billion in GDP impact, over 12,500 new jobs and almost \$118 million in additional taxes to the Canadian ecosystem between 2016-2022 (as measured by Statistics Canada).

In the Township of Wellesley specifically, since 2016 there has been approximately \$12 million in investment, 1 closed deal, and 23 jobs created. Township staff continue to be actively engaged with WREDC to advance investment opportunities within the Township. Historically, the lack of available employment lands has been a factor in terms of investment opportunity, but this should be rectified when new employment lands come online.

Waterloo EDC is financially supported via base municipal funding and the partnerships forged with both the federal and provincial governments, however, the sustainability of the federal and provincial funding programs is waning and the importance and need of WREDC is growing. Therefore, this agreement renewal will call on additional municipal funding implemented in a phased manner over several years as noted in Table 1.

Waterloo EDC's CEO and the area municipal CAOs have negotiated a proposed new updated partnership agreement and funding strategy for WREDC to operate for the next five (5) years. Table 1 represents the financial terms of the proposed agreement set to be tabled with the area municipal councils in fall 2023 timeframe. Other notable improvements to the agreement include language improvements to enhance communication and alignment with the area municipal economic development departments.

Table 1

Municipalities	Current Funding	2024 Funding	2025 Funding	2026 Funding	2027 Funding	2028 Funding
City of Cambridge	320,000	420,000	470,000	520,000	2026 level + CPI	2027 level + CPI
City of Kitchener	320,000	420,000	470,000	520,000	2026 level + CPI	2027 level + CPI
City of Waterloo	320,000	420,000	470,000	520,000	2026 level + CPI	2027 level + CPI
Township of Woolwich	50,000	50,000	50,000	50,000	2026 level + CPI	2027 level + CPI
Township of Wilmot	50,000	50,000	50,000	50,000	2026 level + CPI	2027 level + CPI
Township of Wellesley	20,000	20,000	20,000	20,000	2026 level + CPI	2027 level + CPI
Township of North Dumfries	20,000	20,000	20,000	20,000	2026 level + CPI	2027 level + CPI
Region of Waterloo	900,000	1,400,000	1,450,000	1,500,000	2026 level + CPI	2027 level + CPI
Total:	2,000,000	2,800,000	3,000,000	3,200,000		

At the direction of the CAOs, the Region of Waterloo, in collaboration with the Area Municipalities and Waterloo EDC, is updating the 2014 Waterloo Region Economic Development Strategy. This document provides a framework to organizations contributing to economic development and economic growth in Waterloo Region, through the alignment of shared goals and actions, to increase our region's competitive advantage, accelerate business growth and stimulate the next era of innovation in our economy. This strategy update is expected to be complete by the 4th quarter of 2023. Emerging themes from this work include talent, supply chains, employment land acceleration, growth strategies for existing and emerging sectors, coordinated advocacy, and quality of life. This document, when complete, will be layered into the operating directions for WREDC and the local economic development departments of area municipalities.

If the CAOs receive endorsement from the seven area Councils and Regional Council, a new five (5) year partnership agreement will be finalized and a funding update and agreement will be brought to Township Council in the fall as part of the 2024 budget process.

Township Strategic Plan:

This report aligns with the Township of Wellesley's Thriving Economy Initiative with a Strategic Goal to achieve a shared vision for our economic prosperity that is locally rooted, internationally competitive and globally recognized.

Financial Implications:

The Township of Wellesley has contributed \$20,000 in annual funding to WREDC since 2015. The proposed renewal would maintain this base funding level for the years 2024 through 2026, with CPI being applied for the years 2027 and 2028.

Other Department / Agency Comments:

N/A

Legal Considerations:

The draft Memorandum of Understanding will be reviewed by legal prior to signing.

Attachment(s):

Appendix A- Draft Memorandum of Understanding (Partnership Agreement)

Approved By:

Senior Management Team

Memorandum of Understanding (Partnership Agreement)

THIS AGREEMENT made this ____ day of _____, 2023.

Between:

The Regional Municipality of Waterloo
(the “Region of Waterloo”)

AND

The Corporation of the City of Cambridge
(“City of Cambridge”)

AND

The Corporation of the City of Kitchener
(“City of Kitchener”)

AND

The Corporation of the City of Waterloo
(“City of Waterloo”)

AND

The Corporation of the Township of North Dumfries
(“Township of North Dumfries”)

AND

The Corporation of the Township of Wellesley
(“Township of Wellesley”),

AND

The Corporation of the Township of Wilmot
(“Township of Wilmot”)

AND

The Corporation of the Township of Woolwich
(“Township of Woolwich”);

AND

Waterloo Region Economic Development Corporation
(“Waterloo EDC”)

WHEREAS the Council of the Region of Waterloo and Municipal Councils of Cambridge, Kitchener, North Dumfries, Waterloo, Wellesley, Wilmot, and Woolwich have recognized the need for a new approach to the delivery of economic development services throughout Waterloo Region;

WHEREAS this Regional approach to Economic Development will be implemented through the Waterloo Region Economic Development Corporation in partnership with the area municipalities;

AND WHEREAS the Councils of the above named municipalities agree to provide a sustainable governance model for the Waterloo Region Economic Development Corporation and for the funding of same;

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the following conditions, the parties to this agreement agree as follows:

1. Interpretation

The following expressions, wherever used herein, shall, for the purposes hereof, unless the context otherwise requires, have the following meanings respectively:

- (a) "All Council Meeting" means a meeting of the combined municipal councils of the Region of Waterloo, the City of Cambridge, the City of Kitchener, the City of Waterloo, the Township of North Dumfries, the Township of Wellesley, the Township of Wilmot, and the Township of Woolwich;
- (b) "Board Nomination and Authorization Committee" means the committee constituted pursuant to Section 6 hereof;
- (c) "By-law" means the draft By-law at Schedule "B" to this Agreement;
- (d) "Chief Administrative Officers (CAO) Committee" means the committee constituted pursuant to Section 13(a) hereof;
- (e) "Municipal Council" means the council of any of the Region of Waterloo, the City of Cambridge, the City of Kitchener, the City of Waterloo, the Township of North Dumfries, the Township of Wellesley, the Township of Wilmot, and the Township of Woolwich;
- (f) "Municipal Partners" means the Region of Waterloo, the City of Cambridge, the City of Kitchener, the City of Waterloo, the Township of North Dumfries, the Township of Wellesley, the Township of Wilmot, and the Township of Woolwich;
- (g) "Non-Termination Period" means the period commencing on the date of this Agreement and ending on **December 31, 2026**, during which this Agreement cannot be terminated by any of the parties hereto;

- (h) "Waterloo Region Economic Development Strategy ("WREDS")" means the economic development strategy endorsed by each of the Municipal Partners, as may be amended or replaced from time to time;
 - (i) "Waterloo EDC Board of Directors Selection Protocol" means the board selection protocol at Schedule "A" to this Agreement;
- 2. The corporation for economic development shall be legally called the Waterloo Region Economic Development Corporation, hereinafter referred to as Waterloo EDC, unless agreed to by all Municipal partners.
- 3. The direction of the affairs of Waterloo EDC shall be vested in the Corporation and its Board of Directors, including the Corporate mission and strategies. The Corporation will ensure that its activities are aligned with the WREDS.
- 4. The By-laws of Waterloo EDC shall be substantially the same as the draft By-laws attached as Schedule "B" of this Agreement.
- 5. The roles and objectives of Waterloo EDC consist with WREDS shall be:
 - (a) Investment attraction to Waterloo Region, including foreign direct investment in collaboration with Municipal Partners; business expansion for anchor companies and/or expansion for multi-national companies located in our community;
 - (b) Liaise with Provincial and Federal government efforts to attract industry and Region of Waterloo key sectors of the economy;
 - (c) Collaborate with other economic jurisdictions for the broader promotion of Waterloo Region; including supporting and building the economic development stakeholder network/ecosystem;
 - (d) Investment marketing and promotion of Waterloo Region and communication;
 - (e) Identify and support key Region of Waterloo sectors, including the support of Region-wide entrepreneurial development;
 - (f) Provide updates and key performance metrics on the implementation of the WREDS to the Region of Waterloo. (Region of Waterloo manages the WREDS and scorecarding.)
 - (g) Recognizing gaps in the talent pool and support partners to create an environment attractive to talent recruitment and retention.
- 6. The Waterloo EDC Board Nomination and Authorization Committee
 - (a) The parties hereto have established a standing committee of the Waterloo EDC Board Nomination and Authorization Committee which will authorize

individuals to fill vacancies on the Waterloo EDC Board. The Waterloo EDC Board Nomination and Authorization Committee will consider recommendations from the Waterloo EDC Board and from other sources, and will comply with the Waterloo EDC Board of Director's Selection Protocol.

- (b) The Waterloo EDC Board Nomination and Authorization Committee shall be vested with the authority to nominate and/or authorize directors for election or appointment to the Board of Directors of Waterloo EDC, and that approval by the councils of the Municipal Partners is not required for persons to be qualified to be directors of Waterloo EDC.
- (c) The Waterloo EDC Board Nomination and Authorization Committee will consist of the following:
 - (i) The Mayors of the City Cambridge, the City of Kitchener, and the City of Waterloo, and the Region of Waterloo Chair;
 - (ii) One Township Mayor appointed as part of the Regional Council committee selection process, such appointment being made once per council term of the Regional Council; and
 - (iii) The Chair of the Boards or their delegates of the Greater Kitchener-Waterloo Chamber of Commerce and the Cambridge Chamber of Commerce.
- (d) Once elected or appointed, the term of each member of the Waterloo EDC Board of Directors shall be in accordance with the provisions of the By-law.

7. Partner Municipality Obligations

- (a) The Municipal Partners shall, where such information is available, provide to Waterloo EDC, current information for distribution to prospective clients with regard to items such as:
 - (i) Serviced and un-serviced industrial/commercial land available and its location, both municipal and privately owned;
 - (ii) Available industrial/commercial properties;
 - (iii) Redevelopment and intensification opportunities;
 - (iv) Local financial incentives and other resources;
 - (v) Information relating to taxation, servicing, planning, engineering, and other matters required by Waterloo EDC; and
 - (vi) Supplying/providing Economic Development data necessary for investment attraction.
- (b) The Municipal Partners and Waterloo EDC shall have a reciprocal relationship with respect to seeking or receiving technical or other

comments on industrial or business projects, plans and policies within the municipality.

8. Waterloo EDC Obligations

- (a) Waterloo EDC will supply information and key performance metrics to the Region of Waterloo with regard to their respective ownership items identified in the WREDS. This includes participating in and supporting a review of the WREDS by Region of Waterloo, in co-operation with the Municipal Partners at least every five years.
- (b) Waterloo EDC shall be responsible for evaluating and reporting to the Municipal Partners on those factors which may have an impact on the economic development of a Municipal Partners or the Waterloo Region as a whole.
- (c) Each Municipal Partner shall keep confidential and not disclose to any person, firm, corporation or other entity in any business information of Waterloo EDC including names and details of business contacts or details of discussions with such contacts except that such Municipal Partner may disclose such information to employees of such Municipal Partner who have a need to know such information in connection with promoting economic development. The confidentiality obligations of a Municipal Partner do not apply to specific confidential information that, as evidenced by written records:
 - (i) is or becomes public knowledge through no wrongful act of such Municipal Partner;
 - (ii) is already in the possession of such Municipal Partner;
 - (iii) is independently developed by or for such Municipal Partner; or
 - (iv) is obtained by such Municipal Partner from a third party in good faith without an obligation of confidentiality
- (d) Waterloo EDC shall consult, at least once per year, with Municipal Partners to ensure alignment of the WEDC annual business plan priorities with the economic development priorities of the Municipal Partners, including considerations such as:
 - (i) identification of key sectors to target; and,
 - (ii) identification of key areas within each municipality (ex: business park, downtown area) or class of building or land (ex: office, industrial) to focus investment towards.

9. Waterloo EDC Funding Allocation

- (a) The minimum funding commitment for the 2024-2028 period will be in accordance with the following funding schedule approved by the Municipal Partners. The minimum funding commitment for each of years 2025 through 2028 will be equal to the increase during the preceding calendar year in the Consumer Price Index (all items; Ontario) maintained by Statistics Canada. Waterloo EDC can submit proposals to the Municipal Partners to increase their funding allocation in support of Waterloo EDC's business plan over this period.
- (b) Such amounts shall be paid not later than the earlier of:
- (a) budget approval by such Municipal Partner, or
 - (b) March 1st of the calendar year to which such funding relates.

Subsequent funding after the 2028 period will be subject to individual Council budgetary approvals.

Municipalities	2024 Funding	2025 Funding	2026 Funding	2027 Funding	2028 Funding
City of Cambridge	420,000	470,000	520,000	2026 level + CPI	2027 level + CPI
City of Kitchener	420,000	470,000	520,000	2026 level + CPI	2027 level + CPI
City of Waterloo	420,000	470,000	520,000	2026 level + CPI	2027 level + CPI
Township of Woolwich	50,000	50,000	50,000	2026 level + CPI	2027 level + CPI
Township of Wilmot	50,000	50,000	50,000	2026 level + CPI	2027 level + CPI
Township of Wellesley	20,000	20,000	20,000	2026 level + CPI	2027 level + CPI
Township of N. Dumfries	20,000	20,000	20,000	2026 level + CPI	2027 level + CPI
Region Of Waterloo	1,400,000	1,450,000	1,500,000	2026 level + CPI	2027 level + CPI
Total:	2,800,000	3,000,000	3,200,000		

10. Evaluation, Monitoring & Reporting

- (a) Waterloo EDC shall report annually to the Municipal Partners and shall develop appropriate measures of its key performance indicators, in co-operation with the Municipal Partners, including but not limited to:
- (i) Financial reporting;

- (ii) Key activities, outcomes, and results.
- (b) Waterloo EDC shall maintain a public website that reports annually on information identified in Section 10(a) of this Agreement.
- (c) An annual report to demonstrate the performance and effectiveness of the organization including financial statements will be prepared by Waterloo EDC and will be presented (if requested) at an All Council Meeting once per year, if requested.
- (d) Upon request of one or more of the Municipal Partners, Waterloo EDC may be required to provide a status report via email and/or presentation to an individual Municipal Partner Council on information identified in Section 10(a) of this Agreement.

11. Termination

- (a) It is understood by all the parties hereto and all parties hereto covenant and agree that this Agreement shall not be terminated during the Non-Termination Period.
- (b) Any Municipal Partner may give at least one year's written notice that, effective on January 1 of any year following the end of the Non-Termination Period, this Agreement shall terminate with respect to such Municipal Partner. For example, on or before January 1, 2026, a Municipal Partner could give notice that this Agreement will terminate on January 1, 2027. During such one-year notice period, the terminating Municipal Partner shall continue to fulfill all of its obligations pursuant to this Agreement including its financial commitments pursuant to Sections 9 and 11.
- (c) Notwithstanding any of the above, should Waterloo EDC cease operations, all Municipal Partners shall be responsible for their share of wind-up costs (as per the approved funding model/split) including personnel termination costs.

12. Extension

This Agreement may be extended under such terms and for such time as the parties in their discretion decide.

13. Committees

It is the intention of the parties that Waterloo EDC shall establish the following liaison committees to ensure the strategic and operational alignment of Waterloo EDC:

- (a) **Participation in Chief Administrative Officers (CAO) Committee meetings.**
The members of CAO Committee shall be the Chairperson of the Waterloo EDC, and/or the President and/or Chief Executive Officer of the Waterloo EDC, and the Chief Administrative Officers/City Managers of the Region of Waterloo, the City of Cambridge, the City of Kitchener, the City of Waterloo, the Township of Wilmot, the Township of North Dumfries, the Township of Wellesley, the Township of Woolwich. The CAO Committee will meet as required at the call of the President or the Chair of the CAO Committee, however, in no event shall the CAO Committee meet less than two (2) times per year.
14. **Economic Development Committee (EDO).** The members of the EDO Committee shall include senior staff from Waterloo EDC as well as the senior economic development staff from the Region of Waterloo and each of the Municipal Partners. Members to the EDO Committee are to be appointed by each of the parties. The EDO Committee shall meet at the call of the President or the Chair of the Committee.
15. It is the intent of the Parties that the President and/or Chief Executive Officer of Waterloo EDC shall be appointed by the Waterloo EDC Board.
16. This Agreement may be executed by the parties in separate counterparts, each of which, once so executed and delivered, shall be an original, but all such counterparts held together constitute one and the same instrument.
17. Nothing in this Agreement shall be construed to place the parties in the relationship of partners, joint venturers, or as principal and agent. The use of the word "partnership" in the heading of this Agreement is not intended to and does not denote a partnership relationship in the legal sense. None of the parties has the ability to bind any of the others to any obligation of any nature or any kind, in law or in equity, and none of the parties shall have any responsibility for the debts and obligations of Waterloo EDC, except as provided in Section 11(c).

[Execution Pages Follow]

IN WITNESS WHEREOF the parties have executed this Agreement on the date first written above.

The Region of Waterloo

Per: _____

Name :

Title :

Per: _____

Name :

Title :

I/We have authority to bind the Corporation

The Corporation of the City of Cambridge

Per: _____

Name :

Title :

Per: _____

Name :

Title :

I/We have authority to bind the Corporation

The Corporation of the City of Kitchener

Per: _____

Name :

Title :

Per: _____

Name :

Title :

I/We have authority to bind the Corporation

The Corporation of the City of Waterloo

Per: _____

Name :

Title :

Per: _____

Name :

Title :

I/We have authority to bind the Corporation

The Corporation of the Township of North Dumfries

Per: _____

Name :

Title :

Per: _____

Name :

Title :

I/We have authority to bind the Corporation

The Corporation of the Township of Wellesley

Per: _____

Name :

Title :

Per: _____

Name :

Title :

I/We have authority to bind the Corporation

The Corporation of the Township of Wilmot

Per: _____

Name :

Title :

Per: _____

Name :

Title :

I/We have authority to bind the Corporation

The Corporation of the Township of Woolwich

Per: _____

Name :

Title :

Per: _____

Name :

Title :

I/We have authority to bind the Corporation

Waterloo Region Economic Development Corporation

Per: _____

Name :

Title :

Per: _____

Name :

Title : I/We have authority to bind the Corporation

Schedule “A” – Waterloo EDC Board of Directors Selection Protocol

The Waterloo EDC Board of Directors shall ensure that there is material compliance with this Protocol when filling vacancies on the Waterloo EDC Board of Directors in partnership with the Board Nomination and Authorization Committee:

- Waterloo EDC Board of Directors identifies Director vacancies;
- Waterloo EDC Board advertises for vacancies and collects applications;
- Applications are screened by the Waterloo EDC Board based on the selection criteria matrix (see below);
- Waterloo EDC Board creates a short-list of applicants that is (if possible) twice as large as the number of vacancies (multiple candidates for each position);
- Waterloo EDC Board provides the Board Nomination and Authorization Committee with the full list of applicants as well as a short-list for their review and consideration;
- The Board Nomination and Authorization Committee reviews candidates (provided by Waterloo EDC Board and/or other sources);
- The Board Nomination and Authorization Committee makes final authorization decision and communicates to the Waterloo EDC Board; and
- Authorized Candidates are elected by Waterloo EDC Members pursuant to the By-law.

The Waterloo EDC Board may maintain a list of previous applicants and if it appears to the Board that previous applicants may be suitable to fill a vacancy, the Board may create a short-list from the list of previous applicants and shall not be required to advertise the vacancy and collect new applicants.

Waterloo EDC Board Skills Matrix

*Check the attributes that apply

		Board member											
Main category:	Skills and experience:	1	2	3	4	5	7	8	9	10	11	12	
Knowledge, Skills and Experience	Finance & Accounting												
	Business Management/Entrepreneur												
	Legal												
	Urban Economic Development												
	Rural Economic Development												
	HR & Labour Management												
	Government Relations												
	Governance & Board												
	CEO/Senior Executive												
	Planning & Development												
	Strategic Planning												
	Information Technology												
	Performance Management / Measurement												
	Marketing & Communications												
	Negotiation, Mediation & Facilitation												
Diversity	Gender												
	Demographic Diversity (e.g. Culture, Age)												
	Geographic (Live, Work, tie to Waterloo Region)												
Governance	Governance Experience/Years on Board												
	Board Role (e.g. Chair, Treasurer, Secretary)												
	Strategic Goal Setting												
Strategic Relationships	Local Business Network												
	National Business Network												
	International Business Network												
	Provincial Government Network												
	Federal Government Network												
	Not-for-Profit and NGO Network												

Personal Attributes	Creative & Innovative												
	Demonstrated Leadership												
	Collaborative & Team Player												
	Open Minded & Active Listening												
	Respectful to others												
Key Sector Opportunities - Sector Specialization	Health Science & Pharmaceuticals												
	Post-secondary Education												
	Finance & Insurance												
	Agriculture, Agri-Food, Food Processing												
	Construction & Land Development												
	Manufacturing												
	Information & Communications Technologies												
	Arts, Culture & Tourism												

***Some Boards require applicants to indicate their top three strengths to assist in Board recruitment.**

By-law No. 1

WATERLOO REGION ECONOMIC DEVELOPMENT CORPORATION

Enacted on November 24, 2022

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ARTICLE 1 GENERAL

1.1 Definitions

In this By-law and all other by-laws of the Corporation, unless the context otherwise requires:

“Act” means the *Not-for-Profit Corporations Act*, 2010 (Ontario) and, where the context requires, includes the regulations made under it, as amended or re-enacted from time to time;

“Articles” means any instrument that incorporates a corporation or modifies its incorporating instrument, including articles of incorporation, restated articles of incorporation, articles of amendment, articles of amalgamation, articles of arrangement, articles of continuance, articles of dissolution, articles of reorganization, articles of revival, letters patent or supplementary letters patent;

“Board” means the Board of Directors of the Corporation;

“Board Nominating and Authorization Committee” means the external Board Nominating and Authorization Committee as described in the MOU;

“By-laws” means this By-law (and schedules) and all other by-laws of the Corporation, as amended, and which are, from time to time, in force and effect;

“Chairperson” means the chairperson of the Board;

“Corporation” means WATERLOO REGION ECONOMIC DEVELOPMENT CORPORATION;

“Director” means an individual occupying the position of director of the Corporation by whatever name they are called;

“Member” means a member of the Corporation;

“MOU” means the Memorandum of Understanding made between various municipalities in the Region of Waterloo, the Region of Waterloo and the Corporation dated September 29, 2015, as it may be amended from time to time;

“Officer” means an officer of the Corporation;

“Public Information Meeting” means the meeting to be called by the Board annually for the purposes of informing the general public as to the activities, performance, strategic plan and like matters relating generally to the mandate and operation of the Corporation;

“Secretary” means the secretary of the Corporation;

“Treasurer” means the treasurer of the Corporation; and

“Vice-Chairperson” means the vice-chairperson of the Board.

1.2 Interpretation

Other than as specified in Section 1.1, all terms contained in this By-law that are defined in the Act shall have the meanings given to such terms in the Act. Words importing the singular include the plural and *vice versa*, and words importing one gender include all genders.

1.3 Severability and Precedence

The invalidity or unenforceability of any provision of this By-law shall not affect the validity or enforceability of the remaining provisions of this By-law. If any of the provisions contained in the By-laws are inconsistent with those contained in the Corporation's Articles or the Act, the provisions contained in the Corporation's Articles or the Act, as the case may be, shall prevail.

1.4 Seal

The seal of the Corporation, if any, shall be in the form determined by the Board.

1.5 Books and Records

The Board shall see that all necessary books and records of the Corporation required by the By-laws or by any applicable statute or law are regularly and properly kept.

1.6 Registered Office

The registered office of the Corporation shall be in the Regional Municipality of Waterloo, in the Province of Ontario, and at such place therein as the Directors may from time to time determine.

1.7 Execution of Documents

Subject to any resolution or policy adopted by the Board from time to time, deeds, transfers, assignments, contracts, obligations and other instruments in writing requiring execution by the Corporation shall be signed by any one of the Chairperson or a Vice-Chairperson, together with the Secretary. The Secretary shall affix the seal of the Corporation to such instruments as require the same. In addition, the Board may from time to time by resolution direct the manner in which and the person by whom a particular document or type of document shall be executed. Any Director or Officer may certify a copy of any instrument, resolution, By-laws or other document of the Corporation to be a true copy thereof.

1.8 Banking

The Board shall by resolution from time to time designate the bank in which the money, bonds or other securities of the Corporation shall be placed for safekeeping.

1.9 Financial Year

The financial year of the Corporation ends on December 31st in each year or on such other date as the Board may from time to time by resolution determine.

ARTICLE 2 DIRECTORS

2.1 Composition

The Board will consist of between nine (9) and fifteen (15) Directors. The Board shall have the power to fix the number of Directors from time to time by resolution. All Directors shall be elected or appointed as described in section 2.4.

2.2 Qualifications

Each Director shall:

- (a) be at least 18 years old;

(b) not have been found under the *Substitute Decisions Act, 1992* or under the *Mental Health Act* to be incapable of managing property;

(c) be first presented to and approved by the Board Nominating and Authorization Committee in accordance with the then established nomination procedure as set out in Schedule "A" to the MOU, as a suitable nominee for appointment to the Board;

(d) not have been found to be incapable by any court in Canada or elsewhere; and

(e) not have the status of bankrupt.

2.3 Election and Term

(a) The Directors shall be elected by the Members at each annual meeting where an election is required. For greater certainty, there shall be no nominations from the floor of any meetings of the Members.

(b) The term of office of the Directors shall be up to three (3) years or until their successors are elected or appointed. To the greatest extent possible, the Directors shall have staggered terms of office so that the terms of office of no more than one-third (1/3) of the Directors will expire in a particular year.

(c) Directors shall be eligible for re-election, except that no Director (including the Directors in office as of the effective date of this By-law) shall serve as a Director for more than six (6) consecutive years. However, the years during which a Director also served as Chairperson shall be excluded from the calculation of the Director's years of service.

(d) Directors who have been retired from the Board for at least one (1) year shall be eligible for election to the Board.

(e) The Board, in its sole discretion, may determine that it is in the best interests of the Corporation to re-elect a Director for one (1) further three (3) year term.

2.4 Removal; Resignations

(a) The Members may, by ordinary resolution, remove a Director before the expiration of the Director's term of office.

(b) The office of Director shall be vacated upon the written resignation of the Director, which resignation shall be effective at the time it is received by the Corporation or at the time specified in the notice, whichever is later.

(c) The office of Director shall be vacated in the event the Director fails to attend three (3) consecutive Board meetings without the prior written consent of the Chairperson.

2.5 Filling Vacancies

A vacancy on the Board shall be filled as follows and the Director appointed or elected to fill the vacancy holds office for the remainder of the unexpired term of the Director's predecessor:

(a) a quorum of Directors may fill a vacancy among the Directors;

(b) if there is not a quorum of Directors or there has been a failure to elect the number or minimum number of Directors set out in the Corporation's Articles, the Directors in office shall, without delay, call a special meeting of Members to fill the vacancy and, if they fail to call such a meeting or if there are no Directors in office, the meeting may be called by any Member; and

(c) if the vacancy occurs as a result of the Members removing a Director, the Members may fill the vacancy by an ordinary resolution passed by a majority of the votes cast at the meeting.

2.6 Remuneration of Directors

The Directors shall serve as such without remuneration and no Director shall directly or indirectly receive any profit from occupying the position of Director, except Directors may be reimbursed for reasonable expenses they incur in the performance of their Directors' duties.

2.7 Directors to Manage or Supervise Management of Corporation

Subject to the Act, the Directors of the Corporation shall manage or supervise the management of the activities of the Corporation consistent with the provisions and overall intent of the MOU and in particular so as to accomplish and further the roles as defined in [paragraph 5] thereof and the [Waterloo Region Economic Development Strategy as defined in the MOU] as well as [WREDC's] obligations under the MOU as set out in [paragraph 8 thereof].

ARTICLE 3 BOARD MEETINGS

3.1 Calling of Meetings

Meetings of the Directors may be called by the Chairperson, or by any Vice-Chairperson in the absence of the Chairperson, or by the Secretary on direction of the Chairperson or any Vice-Chairperson, or by the Secretary on direction in writing by two (2) Directors, at any time and any place within the Region of Waterloo, on notice as required by this By-law.

3.2 Regular Meetings

The Board may fix the place and time of regular Board meetings and send a copy of the resolution fixing the place and time of such meetings to each Director, and no other notice shall be required for any such meetings unless required by the Act.

3.3 Notice

Notice of the time and place for the holding of a meeting of the Board shall be given in the manner provided in Section 10 of this By-law to every Director of the Corporation not less than seven (7) days before the date that the meeting is to be held, but if the Chairperson considers it a matter of urgency that a meeting of the Board be convened, they may give notice of a meeting by telephonic or electronic means no less than forty-eight (48) hours before the meeting. Notice of a meeting is not necessary if all of the Directors are present, and none objects to the holding of the meeting, or if those absent have waived notice or have otherwise signified their consent to the holding of such meeting.

3.4 Chairperson

The Chairperson shall preside at Board meetings. In the absence of the Chairperson, the Vice-Chairperson shall preside. In the absence of both the Chairperson and the Vice-Chairperson, the Directors present shall choose one of their number to act as the chairperson.

3.5 Quorum

A majority of Directors shall constitute a quorum at any meeting of the Board.

3.6 Voting

Each Director has one (1) vote. Questions arising at any Board meeting shall be decided by a majority of votes. In case of an equality of votes, the Chairperson shall have a second or casting vote. Unless a ballot is demanded, an entry in the minutes of a meeting of the Directors to the effect that the Chairperson of the meeting declared a resolution to be carried or defeated is, in the absence of evidence to the contrary, proof of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.

3.7 Participation by Telephonic or Electronic Means

If all of the Directors of the Corporation consent, a Director may participate in a meeting of the Board or of a committee of Directors by telephonic or electronic means that permits all participants to communicate adequately with each other during the meeting. A Director participating by such means is deemed to be present at that meeting.

3.8 Public Information Meeting

The Board shall hold a Public Information Meeting immediately following the annual meeting of Members or, if impractical, as soon as practical thereafter. Notice of such meeting shall be given to the Clerk of each municipality within the Regional Municipality of Waterloo which is also a member of the Municipal Advisory Committee and published on Waterloo EDC's website and social media pages at least 30 clear days in advance of the proposed Public Information Meeting date.

ARTICLE 4 COMMITTEES

4.1 Committees - General

The Board shall establish such committees as the Board deems necessary or advisable, including the committees contemplated by [paragraph 13] of the MOU, whose members will hold their offices at the discretion of the Board or as otherwise determined by the Board.

4.2 Governance Committee

The Board shall establish a Governance Committee, mandated to solicit qualified individuals to serve as directors of the Corporation and to make recommendations to the Board of potential nominees. The mandate of the Governance Committee shall be subject to and consistent with the nomination provisions in paragraph 6 and Schedule "A" of the MOU.

4.3 Procedure

Unless otherwise determined by the Board, each committee will have the power to fix its quorum at not less than a majority of its members, and to regulate its procedure.

ARTICLE 5 OFFICERS

5.1 Officers

Subject to this By-law, the Board may, in its discretion, appoint any of the Officers named in this Article 5 as well as any other Officers as the Board may determine. The power of the Board to determine the powers and duties of the Officers is subject to the Act, the Corporation's Articles, the By-laws and any applicable employment agreement. One person may hold more than one office except the office of the

Chairperson.

5.2 The Chair

The Chairperson shall be appointed by the Board from among the Directors. The term of office of the Chairperson shall be up to two (2) years or until their successor is appointed. The Chairperson shall preside at all meetings of the Members of the Corporation and of the Board and shall have such other duties as may be required by law or as the Board may determine from time to time.

5.3 The Vice-Chairperson

The Vice-Chairperson shall be appointed by the Board from among the Directors. The term of office of the Vice-Chairperson shall be up to two (2) years or until their successor is appointed. The Vice-Chairperson shall have such duties as may be required by law or as the Board may determine from time to time, including the assumption of the duties of the Chairperson in the absence of the Chairperson.

5.4 The Treasurer

The Treasurer shall be appointed by the Board. The term of office of the Treasurer shall be up to two (2) years or until their successor is appointed. The Treasurer shall keep full and accurate accounts of receipts and disbursements of the Corporation in proper books of account; deposit all moneys or other valuable effects in the name and to the credit of the Corporation in such bank or banks as may be designated by the Board; disburse funds of the Corporation under the direction of the Board; render to the Board at the regular meetings thereof or whenever required of the Treasurer, an account of all transactions and of the financial position of the Corporation; and perform such other duties as may from time to time be determined by the Board.

5.5 Secretary

The Secretary shall be appointed by the Board. The term of office of the Secretary shall be up to two (2) years or until their successor is appointed. The Secretary shall: act as the Secretary of the Board; attend all meetings of the Board and Members and record all facts and minutes of all proceedings; give all notices required to be given to Members and Directors; be the custodian of the seal of the Corporation (if any); and shall perform such other duties as may from time to time be determined by the Board.

5.6 President and/or Chief Executive Officer

If appointed, the President and/or Chief Executive Officer shall be accountable to the Board for the day-to-day leadership and management of the Corporation, and shall exercise general and active supervision over the activities of the Corporation in accordance with and subject to the Corporation's obligations under the MOU and such policies and executive limitations and other directions as the Board may from time to time establish.

5.7 Office Held at Board's Discretion

Subject to the terms of any applicable employment agreement, any Officer shall cease to hold office upon resolution of the Board and unless so removed, an Officer shall hold office until the earlier of:

- (a) the Officer's successor being appointed;
- (b) the Officer's resignation; or
- (c) the Officer's death.

5.8 Duties

Officers shall be responsible for the duties assigned to them and, with the prior approval of the Board, they may delegate to others the performance of any or all of such duties.

ARTICLE 6 PROTECTION OF DIRECTORS AND OTHERS

6.1 Indemnification of Directors and Officers

The Corporation shall indemnify a Director or Officer of the Corporation, a former Director or Officer of the Corporation or an individual who acts or acted at the Corporation's request as a Director or Officer, or in a similar capacity, of another entity, against all costs, charges and expenses, including an amount paid to settle an action or satisfy a judgment, reasonably incurred by the individual in respect of any civil, criminal, administrative, investigative or other action or proceeding in which the individual is involved because of that individual's association with the Corporation or other entity.

6.2 Advance of Costs

The Corporation shall advance money to a Director, Officer or other individual referred to in section 6.1 for the costs, charges and expenses of an action or proceeding referred to in that subsection, but the individual shall repay the money if the individual does not fulfil the conditions set out in section 6.3.

6.3 Limitation

The Corporation shall not indemnify an individual under section 6.1 unless,

- (a) the individual acted honestly and in good faith with a view to the best interests of the Corporation or other entity, as the case may be; and
- (b) if the matter is a criminal or administrative proceeding that is enforced by a monetary penalty, the individual had reasonable grounds for believing that their conduct was lawful.

6.4 Derivative Actions

The Corporation shall, with the approval of the court, indemnify an individual referred to in section 6.1, or advance money under section 6.2, in respect of an action by or on behalf of the Corporation or other entity to obtain a judgment in its favour to which the individual is made a party because of the individual's association with the Corporation or other entity as described in section 6.1, against all costs, charges and expenses reasonably incurred by the individual in connection with such action, if the individual fulfils the conditions set out in section 6.3.

6.5 No Restriction

The Corporation will also indemnify the individuals referred to in section 6.1 in any other circumstances that the Act permits or requires. Nothing in this By-law will limit the right of any person entitled to indemnity to claim indemnity apart from the provisions of this By-law.

6.6 Insurance

The Corporation may purchase and maintain insurance for the benefit of an individual referred to in section 6.1 against any liability incurred by the individual,

- (a) in the individual's capacity as a Director or Officer of the Corporation; or

(b) in the individual's capacity as a Director or Officer, or a similar capacity, of another entity, if the individual acts or acted in that capacity at the Corporation's request.

6.7 Exception

Notwithstanding the foregoing, the Corporation may not indemnify an individual referred to in section 6.1 or purchase insurance as described in section 6.6 unless the Corporation complies with the *Charities Accounting Act* or a regulation made under that Act that permits such indemnification or the purchase of insurance, as applicable.

ARTICLE 7 CONFLICT OF INTEREST

7.1 Conflict of Interest

A Director who is a party to a material contract or transaction or proposed material contract or transaction with the Corporation or is a director or officer of, or has a material interest in, any person who is a party to a material contract or transaction or proposed material contract or transaction with the Corporation shall make the disclosure required by the Act. Except as provided by the Act, no such Director shall attend any part of a meeting of Directors during which the contract or transaction is discussed or vote on any resolution to approve any such contract or transaction.

7.2 No Benefit to Directors

No Director shall, directly or through an associate, receive a financial benefit, through a contract or otherwise, from the Corporation unless the provisions of the Act are complied with.

ARTICLE 8 MEMBERSHIP

8.1 Members

There shall be one (1) class of Members in the Corporation. Membership in the Corporation shall be available only to Directors in office from time to time. Directors shall automatically become Members upon being elected or appointed as Directors and shall automatically cease to be Members when they cease to be Directors. Subject to the provisions of this By-law, each Director shall remain a Member until the close of the annual meeting at which the Members elect the Directors. At the close of such meeting, each Member who has not been re-elected as a Director shall automatically cease to be a Member.

8.2 Removal & Resignation of Members

A membership in the Corporation is terminated when:

- (a) the Member dies;
- (b) the Member is expelled or their membership is otherwise terminated in accordance with this By-law; or
- (c) the Corporation is liquidated or dissolved under the Act.

ARTICLE 9 MEMBERS' MEETINGS

9.1 Annual Meeting

The annual or general meeting of the Members shall be held at the registered office of the Corporation or at any other place within Ontario as the Board may determine, and on such day at the Board may determine. Any Member, upon request, shall be provided, not less than five (5) business days or other number of days that may be further prescribed in regulations before the annual meeting, with a copy of the approved financial statements, auditor's report and other financial information required by the By-laws or Corporation's Articles.

The business transacted at the annual meeting shall include:

- (a) receiving a report on the activities of the Corporation during the preceding year;
- (b) consideration of the financial statements and report of the auditor;
- (c) reappointment or new appointment of the auditor for the coming year;
- (d) election of Directors in accordance with section 2.4; and
- (e) such other or special business as may be set out in the notice of meeting.

9.2 Special Meetings

The Directors may at any time call a special meeting of the Members.

9.3 Notice

Subject to the Act, not less than ten (10) and not more than fifty (50) days written notice of any annual or special Members' meeting shall be given in the manner specified in the Act to each Member, each Director and to the auditor. Notice of any meeting where special business will be transacted must contain sufficient information to permit the Members to form a reasoned judgment on the decision to be taken, and state the text of any special resolution to be submitted to the meeting.

9.4 Quorum

A quorum for the transaction of business at a Members' meeting is not less than a majority of Members entitled to vote at the meeting. If a quorum is present at the opening of a meeting of the Members, the Members present may proceed with the business of the meeting, even if a quorum is not present throughout the meeting.

9.5 Chairperson of the Meeting

The Chairperson shall be the chairperson of the Members' meeting; in the Chairperson's absence, the Vice-Chairperson; and in the absence of both the Chairperson and the Vice-Chairperson, the Members present at any Members' meeting shall appoint one of their number to chair the meeting.

9.6 Voting of Members

Business arising at any Members' meeting shall be decided by a majority of votes unless otherwise required by the Act or the By-law provided that:

- (a) each Member shall be entitled to one (1) vote at any meeting;
- (b) votes shall be taken by a show of hands among all Members present and the chairperson of the meeting, if a Member, shall have a vote;
- (c) an abstention shall not be considered a vote cast;
- (d) before or after a show of hands has been taken on any question, the chairperson of the meeting may require, or any Member may demand, a written ballot. A written ballot so required or demanded shall be taken in such manner as the chairperson of the meeting shall direct;
- (e) if there is a tie vote, the chairperson of the meeting shall require a written ballot and shall have a second or casting vote. If there is a tie vote upon written ballot, the motion is lost; and
- (f) whenever a vote by show of hands is taken on a question, unless a written ballot is required or demanded, a declaration by the chair of the meeting that a resolution has been carried or lost and an entry to that effect in the minutes shall be conclusive evidence of the fact without proof of the number or proportion of votes recorded in favour of or against the motion.

9.7 Persons Entitled to be Present

The only persons entitled to attend a Members' meeting are the Members, the Directors, the auditor and others who are entitled or required under any provision of the Act or the Corporation's Articles or the By-laws to be present at the meeting. Any other person may be admitted only if invited by the chairperson of the meeting or with the majority consent of the Members present at the meeting.

9.8 Meetings held by Telephonic or Electronic Means

If the Directors or Members of the Corporation call a meeting of the Members, the Directors or Members, as the case may be, may determine that the meeting be held entirely by telephonic or electronic means that permits all participants to communicate adequately with each other during the meeting.

9.9 Absentee Voting

- (a) Every Member entitled to vote at a meeting of the Members may by means of a proxy appoint a proxyholder or one or more alternate proxyholders as the Member's nominee to attend and act at the meeting in the manner, to the extent and with the authority conferred by the proxy. Every proxy must be in a form that complies with the Act.
- (b) The Corporation may permit Members who are entitled to vote at meetings of the Members to vote by telephonic or electronic means if the Corporation makes such means available. Voting by telephonic or electronic means may be used only if,
 - (i) the votes may be verified as having been made by Members entitled to vote; and
 - (ii) the Corporation is not able to identify how each Member voted.

ARTICLE 10 NOTICES

10.1 Service

Any notice required to be sent to any Member or Director or to the auditor of the Corporation shall be

delivered personally, or sent by prepaid mail, facsimile, email or other electronic means to any such Member at the Member's latest address as shown in the records of the Corporation; and to such Director at their latest address as shown in the records of the Corporation or in the most recent notice or return filed under the *Corporations Information Act*, whichever is the more current; and to the auditor at its business address; provided always that notice may be waived or the time for giving the notice may be abridged at any time with the consent in writing of the person entitled thereto.

10.2 Error or Omission in Giving Notice

The accidental omission to give any notice to any Member, Director, Officer, member of a committee of the Board or auditor or the non-receipt of any notice by any such person where the Corporation has provided notice in accordance with the By-laws or any error in any notice not affecting its substance shall not invalidate any action taken at any meeting to which the notice pertained or otherwise founded on such notice.

ARTICLE 11 ADOPTION AND AMENDMENT OF BY-LAWS

11.1 Amendments to By-laws

Except with respect to (1) provisions of the By-laws that are embodied in the Articles of the Corporation, and (2) matters referred to in Subsection 103(1) of the Act that require approval by a special resolution of the Members, the By-laws may be repealed or amended by the Board in accordance with this Section. Any such repeal or amendment shall be effective from the date of the resolution of the Board until the next meeting of the Members where it may be confirmed, rejected, amended or repealed by the Members by ordinary resolution. If the repeal or amendment is confirmed or confirmed as amended by the Members, it remains effective in the form in which it was confirmed. The repeal or amendment of the By-laws ceases to have effect if it is not submitted to the Members at the next meeting of Members or if it is rejected by the Members at the meeting.

11.2 Repeal

All previous By-laws of the Corporation are repealed as of the coming into force of these By-laws. The repeal shall not affect the previous operation of any By-laws so repealed or affect the validity of any act done or right, privilege, obligation or liability acquired or incurred under, or the validity of any contract or agreement made pursuant to, or the validity of any Articles or predecessor charter documents of the Corporation obtained pursuant to, any such By-laws before its repeal. All Officers and persons acting under any By-laws so repealed shall continue to act as if appointed under the provisions of these By-laws, and all resolutions of the Members or the Board or a committee of the Board with continuing effect passed under any repealed By-laws shall continue to be good and valid except to the extent inconsistent with these By-laws and until amended or repealed.

ENACTED by the Directors of the Corporation on the 24th day of November 2022.

Chairperson

Secretary

CONFIRMED by the Members of the Corporation on the 24th day of November 2022.

Chairperson

Secretary



ADMINISTRATION/FINANCE & PERSONNEL REPORT

To: Council

Meeting Date: October 3, 2023

Prepared by: Fiona Gilbert
Treasurer

Date Prepared: September 13, 2023

Subject: Police Record Check and Duty to Disclose Policy

Recommendation:

That the Council of the Township of Wellesley approve the Police Record Check and Duty to Disclose Policy dated September 2023.

Summary:

The Township of Wellesley, as part of the hiring process, may require Police Record Checks for some employment or volunteer positions in the Township. As a provider of public services, it is on the Township to exercise due diligence by ensuring that employees and volunteers who provide such services do not pose a risk to vulnerable individuals, other employees, or the best interest of the Township of Wellesley.

Report:

Intact Public Entities discovered some areas of risk for the Township surrounding abuse due to a lack of proper policies and procedures. The Township was advised to implement a policy that requires a police check for designated positions, police checks should also be obtained from volunteers that work with vulnerable populations. The Township does not have volunteers at this time, but this can change when the Township implement programming that would require volunteers.

Employees have the onus of informing their supervisors if they are convicted of a criminal offense at any time during their employment with the Township. Failure to do so may result in corrective and or disciplinary action up to and including termination.

Township Strategic Plan:

This report aligns with the strategic goal to ensure quality and accountability in providing effective and efficient services that match or exceed expectations with the strategic objective to minimize the risks associated with Township facilities and activities.

Financial Implications:

New employees will be required to provide a police clearance as a condition of employment. Cost will be negligible for internal transfers/promotions as these happen very infrequently.

Other Department / Agency Comments:

N/A

Legal Considerations:

N/A

Attachment(s):

None

Approved By:

Senior Management Team



Township of Wellesley

Subject: Police Record Check	Policy Number:
Date Approved:	Approved by:
Date of Last Approved Revision: N/A	
Next Review Date: September 2026	
This Policy Applies to: All designated positions within non-union/management. Fire and CUPE positions.	
Policy Statement: The Township of Wellesley, as part of the hiring process, may require Police Record Checks for some employment or volunteer positions in the Township. As a provider of public services, it is on the Township to exercise due diligence by ensuring that employees and volunteers who provide such services do not pose a risk to vulnerable individuals, other employees, or the best interest of the Township of Wellesley.	
Definitions: Criminal Record Check A summary of an individual's criminal charges and their dispositions, including convictions and discharges, as stored in the RCMP National Repository of Criminal Records. Criminal Record and Judicial Matters Check A comprehensive review of the criminal file of an applicant conducted by a police authority, which compiles offence information, including convictions, outstanding warrants, charges and judicial orders available from a local police agency's records management system and other systems/records where authorized. Vulnerable Sector Check It is a collection of offence information, including convictions, outstanding warrants, charges and judicial orders available from a local police agency's records management system and other systems/records where authorized. In addition to the information provided in the Criminal records and Judicial Matters Check, the Vulnerable Sector Check includes sexual offence convictions for which a Record Suspension has been granted or issued.	

Vulnerable Persons

Persons who, because of their age, disability, or other circumstances, either temporarily or permanently, are in a position of dependence on others, or are at a greater risk than the general population of being harmed by persons of authority or trust.

Designated Positions

Employment positions or volunteer placements which have been identified and advertised as requiring a police record check at the time of hire or placement.

Policy**Vulnerable Sector Check**

All employees, both full time and part time, hired into designated positions are required to provide a current (within 6 months) Police Vulnerable Sector Check. A Police Vulnerable Sector Check must be provided at each time of hire into a required designated position and will remain valid unless the individual is inactive on payroll for a period of twelve months.

Positions included in this requirement are:

- All Arena positions (Manager and below) **Excludes part-time arena attendants, part-time concession attendants.**
- All Recreation and Leisure Recreation Program Positions (Manager and below)
- Crossing Guards
- All Operational Fire Department positions

Conditions:

Employees working in areas requiring a Police Vulnerable Sector Check have the onus of informing their supervisors if they are convicted of a criminal offense at any time during the course of employment with the Township. Failure to do so may result in corrective and or disciplinary action up to and including termination.

Additional positions may be added to this list at the discretion of the Chief Administrative Officer.

Where a **vulnerable sector check** is required:

- It must be included in a conditional offer of employment.
- It must be provided before the employee commencing employment, unless due to extenuating circumstances approved by the department head.
- It must be produced as part of internal transfers and promotions.

External candidates are responsible for the cost of the vulnerable sector check.

Internal candidates will have the cost reimbursed by the Township.

Criminal Record and Judicial Matters Check

All employees, both full time and part time, hired into designated positions are required to provide a current (within 6 months) Criminal Record and Judicial Matters Check. A Criminal Record and Judicial Matters Check must be provided at each time of hire into a required designated position and will remain valid unless the individual is inactive on payroll for a period of twelve months.

Positions included in this requirement are:

- Full Time Operators
- Temporary Operators
- Student Operators
- Custodians
- Part Time Arena Attendants
- Part Time Concession Attendants
- Cashiers
- By Law Enforcement
- Customer Service Representatives
- Finance Staff
- Staff handling money and other property.

Conditions:

Employees working in areas requiring a Police Record Check have the onus of informing their supervisors if they are convicted of a criminal offense at any time during the course of employment with the Township. Failure to do so may result in corrective and or disciplinary action up to and including termination.

Additional positions may be added to this list at the discretion of the Chief Administrative Officer.

Where a **criminal record and judicial matters check** is required:

- It must be included in a conditional offer of employment.
- It must be provided before the employee commencing employment, unless due to extenuating circumstances approved by the department head.
- It must be produced as part of internal transfers and promotions.

External candidates are responsible for the cost of the criminal record check. Internal candidates will have the cost reimbursed by the Township.

If a candidate for employment provides a copy of a Police Check noted above with criminal record findings, a review of the specifics of the situation will take place in conjunction with Human Resources or designate and firing manager. If and when

necessary, with Legal Consultation and the department head to determine if the specific content of the criminal record is relevant to the designated position and if the conditional offer of employment should be revoked.

Due to the evolution of Police Record Checks, there may be a need to add additional checks for certain areas of focus to this policy, as they are developed. In doing so, the Township will maintain compliance with Police Record Check Reform Act Legislation

Policy Communication

This policy will be communicated to staff via Human Resources

Related Documents/Legislation:

Police Record Checks Reform Act, 2015 <https://www.ontario.ca/laws/statute/15p30>



ADMINISTRATION/FINANCE & PERSONNEL REPORT

To: Council

Meeting Date: October 3, 2023

Prepared by: Amy Harron
Deputy Clerk

Date Prepared: September 19, 2023

Subject: LCBO Licenced Convenience Outlets

Recommendation:

That the Council of the Township of Wellesley provide written municipal approval to allow LCBO Licensed Convenience Outlets (LCOs) to sell beverage alcohol on Family Day, Victoria Day, Canada Day, Labour Day and Thanksgiving Day, provided that they meet the criteria in the Retail Business Holidays Act to carry on retail business on those days; and further,

That the Council of the Township of Wellesley direct staff to prepare a letter of intent for Pym's Village Market and the Linwood Corner Store for the sale of beverage alcohol on certain statutory holidays; and further,

That authority be delegated to staff in the Clerk's Department to provide similar permission for any LCOs licensed by the LCBO in the Township of Wellesley in the future.

Summary:

The purpose of this report is to provide municipal approval for LCBO Licensed Convenience Outlets to be permitted to sell beverage alcohol on certain statutory holidays. Based on a request by a local outlet operator who is licensed through the LCBO to sell beverage alcohol, it is recommended that the Council provide approval for the sale of beverage alcohol on certain statutory holidays.

Report:

While the LCBO has been authorizing beverage alcohol sales through its LCBO Agency Store program since 1962, the program was rebranded and expanded in 2019 as the LCBO Convenience Outlets (LCO) program. The LCO program selects communities for LCO service, taking into account proximity to other beverage alcohol services. (Current criteria is 5 km from an LCBO store or retail outlet of The Beer Store.) Once a community is identified, the LCBO issues an RFP for retail businesses in those communities to apply. The LCO program authorizes local retailers to sell beverage alcohol along with other consumer goods. At this time there are 4 LCOs located in the Township of Wellesley:

- Pym's Village Market, 1192 Queens Bush Road, Wellesley
- St. Clements Food Town IFT, 3650 Lobsinger Line, St. Clements
- Linwood Corner Store, 5190 Ament Line, Linwood
- Stemmler's Meat and Cheese, 3031 Lobsinger Line, Heidelberg

The LCO program allows for the sale of beverage alcohol products on certain holidays, provided the LCO obtains approval from the local municipal authority. Staff have recently been contacted by a local LCO requesting municipal permission to sell beverage alcohol on certain holidays, as permitted through the LCO program.

In January 2023 and May 2023, staff were contacted by two local LCOs inquiring about selling beverage alcohol and remaining open on statutory holidays. Pym's Village Market, Wellesley was provided Township permission in February 2023 to open on specific statutory holidays throughout the year. A letter of intent or by-law along with this report would provide consent to remain open on specific statutory holidays in accordance with the Retail Business Holidays Act and sell beverage alcohol on those holidays. The Township of Wellesley does not currently have any by-laws in place prohibiting the sale of beverage alcohol on statutory holidays.

The LCBO requires municipal approval in the form of a by-law or a letter of approval to operate on the following holidays:

- Family Day
- Victoria Day
- Canada Day
- Labour Day
- Thanksgiving Day

The LCO program does not allow for any beverage alcohol sales on the following:

- Good Friday
- Easter Sunday
- Christmas Day
- New Year's Day

The nine (9) holidays noted above are the holidays that are referenced through the Retail Holidays Business Act (RHBA). Boxing Day is not included in this legislation, however is considered a statutory holiday under the Employment Standards Act. Civic Holiday is an optional holiday in Ontario and Easter Monday is a declared holiday for certain organizations to recognize Easter Sunday, but it is not a statutory holiday.

The LCBO emphasizes to all LCOs that in order to sell beverage alcohol on the five eligible holidays noted above, the municipality must provide approval to do so either through by-law, or by providing a letter expressing intent to allow beverage alcohol sales on the five holidays.

Staff would recommend providing permission for holiday sales through a letter of approval prepared by staff based on request from the licenced convenience outlet retailer. This approval to sell beverage alcohol would be contingent on the operators' ability to carry on a retail business on holidays as allowed under the RHBA (i.e. small retail selling foodstuffs, tobacco and sundries; gas stations, etc.). Once a letter of approval has been issued, it will

remain up to the LCO operator to determine whether they wish to sell beverage alcohol on those five designated holidays.

Based on the inquiries received, it is likely that it is more than the two requesting operators that will want to sell beverage alcohol on these holidays. There are no township issues identified with permitting the request and as such, staff suggests that allowing the holiday sales supports local business.

Rather than staff returning to Council to allow new LCOs to sell beverage alcohol on the five eligible holidays, staff are recommending delegated authority be provided by Council to allow staff to address the matter efficiently, by providing letters to any eligible and LCBO-approved LCO in the future.

Township Strategic Plan:

This report aligns with the initiative of Thriving Economy with the strategic goal of Business and Tourism Support.

Financial Implications:

There is no financial impact to the Township for issuing the letter to permit alcohol sales on the five stipulated holidays.

Other Department / Agency Comments:

N/A

Legal Considerations:

N/A

Attachment(s):

Request from Pym's Village Market, Wellesley

Request from Linwood Corner Store, Linwood

Approved By:

Senior Management Team

RECEIVED JAN 23 2023

January 19, 2023
Pym's Village Market
1192 Queensbush Rd
Wellesley On
N0B 2T0
pymswellesley@gmail.com
519-656-2950

~~The Request for permission to open the store on the Statutory Holidays listed below~~

We are writing to request permission to be allowed to open the store located at the above address and known as Pym's Village Market on Good Friday, Easter Sunday, Christmas and New Years Day.

You can be assured that our opening the store will be beneficial to the people of Wellesley Township and surrounding area.

Thank you for your time and consideration
Krunal Patel
Owner Pym's Village Market



Grace Kosch

From: ke lin <1000339748on@gmail.com>
Sent: May 8, 2023 4:29 PM
To: Grace Kosch
Subject: Fwd: store open hours
Attachments: Articles of Incorporation_EN.pdf; Certificate of Incorporation(2).pdf

You don't often get email from 1000339748on@gmail.com. [Learn why this is important](#)

----- Forwarded message -----

发件人: ke lin <1000339748on@gmail.com>
Date: 2023 年 4 月 6 日周四 15:04
Subject: store open hours
To: <gkosch@wellesley.ca>

Good Day,

Ms. Kosch, This letter written to you is for a store opening hour permit in Linwood. We took over this store on January 5th, 2023. It is the Corner Store at the cross between Ament Line and Manser Road in Linwood, address: 5190 Ament Line, Linwood, ON N0B 2A0. The Corner store combined serving customers with Cafteria, Convenience store, LCBO, and Beerstore.

In order to satisfy local customers requirements, we are planning to open on all holidays as normal regular hours. Our regular hours as follows: Monday toThursday 9:00am to 7:00pm, Friday 9:00am to 8:00pm, Saturday 9:00am to 7:00pm, Sunday 10:30am to 4:00pm.

Wonder if We could get opening hours proved by the Municipal? Looking forward to hearing from you soon. Please feel free to contact me at any time.

Best Regards,
Biao Cheng
4315885618
5196982600

CORPORATION OF THE TOWNSHIP OF WELLESLEY

BY-LAW NUMBER 30/2023

BEING A BY-LAW FOR THE APPOINTMENT OF MEMBERS TO THE HAWKESVILLE CEMETERY BOARD FOR THE CORPORATION OF THE TOWNSHIP OF WELLESLEY

WHEREAS Section 11 of the *Municipal Act 2001*, S.O. 2001, c.25, as amended, in part provides that a lower-tier municipality may pass Bylaws respecting the governance and structure and its local boards;

AND WHEREAS it is deemed expedient that a Bylaw is passed for the appointment of members to the Hawkesville Cemetery Board governing the administration, operation, care, and maintenance of the cemetery;

NOW THEREFORE THE COUNCIL OF THE MUNICIPALITY OF HASTINGS HIGHLANDS ENACTS AS FOLLOWS:

The following be appointed as members of the Hawkesville Cemetery Board for the Term of Council (2022-2026):

1. John Hauptert - Chairman
2. Vernelda Weber - Secretary
3. Bob Caskanette – Treasurer
4. Tim Harrington – Plot sales and burial
5. Harvey Yenssen

The Hawkesville Cemetery Board shall be comprised of a maximum of six (6) members and shall:

1. Manage the business and affairs of the Hawkesville Cemetery;
2. Be responsible for the administration, management, care, maintenance and improvements of the Cemetery;
3. Have the authority to engage and authorize caretakers, employees, or agents to carry out the duties of the Board;
4. Be responsible to Council for the execution of their duties;
5. Along with the Clerk, keep such registers, records, and books as are necessary for properly recording all matters, acts, interment rights certificates, and matters pertaining to the Cemetery as come within their respective jurisdictions and as may be prescribed;
6. Forward the minutes from the meetings of this board to the Clerk, which will be inserted into the next Regular Meeting of Council meeting agenda;

The Clerk has the authority to make final and binding decisions on behalf of the Township.

The Township assumes no liability or responsibility for the loss of, or damage to any lot, grave, monument, marker or any article that may be placed on a lot, grave, monument or marker from any causes beyond its reasonable control, except for;

- (i) Damage to any lot, grave, monument or marker, caused by the Township or its employees or agents, in the course of performing cemetery maintenance, this liability to be limited to the cost of a reasonable repair effort to rectify the damage so caused.
- (ii) The Township shall be required to and will have the first opportunity to make a reasonable effort to correct the damage described in (i) above; and,
- (iii) For the purpose of the liability described in (i) above, no damages are payable, in the case of a reasonably successful repair performed on the part of the Township or its employees.

The Council shall have the right to remove any or all of the members of the Board for failure or neglect to carry out their duties or for any other just cause;

By-law 12/2012 of the Township of Wellesley, and all By-laws amending the same and any other By-law inconsistent with the provisions of this By-law are hereby repealed;

Nothing in this bylaw or amendments thereto shall be a contravention of the *Funeral, Burial and Cremation Services Act, 2002*, and all amendments thereto together with all Regulations prescribed thereunder;

That the Mayor and Clerk be and hereby authorized to sign this By-law and affix the corporate seal thereto;

This By-law shall come into force and effect on the day of its passing.

Read a first and second time this 3rd day of October, 2023.

Mayor Joe Nowak

Grace Kosch, Clerk

Read a third and final time and passed this 3rd day of October, 2023

Mayor Joe Nowak

Clerk, Grace Kosch



ADMINISTRATION/FINANCE & PERSONNEL REPORT

To: Council

Meeting Date: October 3, 2023

Prepared by: Grace Kosch
Municipal Clerk

Date Prepared: September 20, 2023

Subject: Hawkesville Cemetery Board – Update on Donation Request

Recommendation:

That the Council of the Township of Wellesley supports the request from the Hawkesville Cemetery Board to donate \$3,000 to the Hawkesville Recreation Advisory Committee for the playground upgrade.

Summary:

On August 22, 2023, a request was brought forward in a written submission by Mr. Bob Caskanette on behalf of the Hawkesville Cemetery Board asking Council's support to donate \$3,000 to the Hawkesville Recreation Committee for the playground upgrade.

Report:

Council requested more information surrounding the Hawkesville Cemetery Board before moving forward to support the donation initiative. Council requested confirmation of the balance of their bank account and to confirm that there are enough funds in the bank account to donate the \$3,000 to the Hawkesville Recreation Advisory Committee for their playground upgrade over and above the funds that are earmarked for other maintenance projects for the cemetery.

Mr. Caskanette responded in writing on September 5th, 2023, as follows:

Confirming the current balance in the Cemetery Board bank account is \$76,215.97. Also attached a statement for end of August to confirm. Have a few cheques to cash and small invoices to pay later this week, but balance won't change by much and will likely increase further.

The only project of financial significance we are considering at this time is potentially soil retention barriers (possibly next year), which would be less than a \$10,000 project. So as you can see we have a very healthy balance to make this \$3K donation.

The Board will be advised that a budget is required to be prepared and approved annually by Council prior to spending funds over and above for care and maintenance.

Based on the response from Mr. Caskanette, staff recommends Council support the donation request.

Township Strategic Plan:

This report aligns with the strategic goal to ensure quality and accountability in providing effective and efficient services that match or exceed expectations.

Financial Implications:

N/A

Other Department / Agency Comments:

N/A

Legal Considerations:

N/A

Attachment(s):

N/A

Approved By:

Senior Management Team

TOWNSHIP OF WELLESLEY

REGION OF WATERLOO

BY-LAW NO. 28/2023

DIEBOLT DRAIN REPAIR 2020

BEING a By-law to provide for the repair of the Diebolt Drain in the Township of Wellesley.

BEING known as the Diebolt Drain Repair 2020 Bylaw No. 28/2023 for Wellesley Township;

WHEREAS the Township of Wellesley is required to undertake such repairs in accordance with Sections 74 and 75 of *The Drainage Act*, R.S.O. 1990;

AND WHEREAS the work done was a bottom cleanout of the Diebolt Drain in west part Lot 7, Concession 4, East Section in the Township of Wellesley;

AND WHEREAS the actual cost of the repair work is \$1,869.84 for the Diebolt Drain Repair;

AND WHEREAS the cost of the repair shall be assessed against all upstream lands and roads in the watershed upstream of the point of commencement of the repair work in the Township of Wellesley, prorata with the last revised schedule of assessment for the Diebolt Drain;

AND WHEREAS the last revised Schedule of Assessment to be used for maintenance of the Diebolt Drain is contained in a report by K. A. Smart, P. Eng. and adopted as Township of Wellesley By-law No. 1866;

NOW THEREFORE the estimated cost of repair shall be prorated as outlined in Assessment Schedules attached.

Read a first and second time this 3rd day of October, 2023.

Mayor, Joe Nowak

Clerk, Grace Kosch

Read a third and final time and passed this 3rd day of October, 2023.

Mayor, Joe Nowak

Clerk, Grace Kosch

**Schedule of Assessment
DIEBOLT DRAIN 2020 REPAIRS
Township of Wellesley
Bylaw 1866**

Con	Lot	Roll No.	Ha Affect	1972 Owner	2011 Owner	1972 Assesss.	2020 Assess.	1/3 Grant	Net After Grant
4	W½ 7	2-1-092	40.5	J. & W. Diebolt	Catherine Phillips	1,634.00	1,034.65	344.88	689.77
4	E½ 8	2-1-093	27.1	L. Heintz	Nelson Sherk	266.00	168.43	56.14	112.29
5	E½ 7	2-1-113	8.1	W. Geiger	Norman B. Martin	73.00	46.22	15.41	30.82
5	W½ 7	2-1-112	40.5	W. Girtiet	John M. Martin	329.00	208.32	69.44	138.88
4&5	Pt 8	2-1-111	40.5	R. Dammier	Noah M. Martin	329.00	208.32	69.44	138.88
5	W½ 8	2-1-110	6.1	A. Fleet	Hillside Fine Furniture	45.00	28.49	9.50	19.00
6	Pt 7	3-2-026-01	8.1	F. Heyking	Rodney Dietrich	68.00	43.06	14.35	28.71
6	Pt 7 & 8	3-2-027	16.2	J. Goodyear	James Goodyear	137.00	86.75	28.92	57.83
6	Pt 7 & 8	3-2-028	2.8	E. Hackbart	Edward Hackbart	28.00	17.73	5.91	11.82
Total Land Assessments:						2,909.00	1,841.98	613.99	1,227.99
Road Con 5 & 6 Twp of Wellesley						44.00	27.86	-	27.86
Total Road Assessments:						44.00	27.86	-	27.86
TOTAL ON DIEBOLT DRAIN:						2,953.00	1,869.84	613.99	1,255.85

THE CORPORATION OF THE TOWNSHIP OF WELLESLEY

BY-LAW NUMBER 29/2023

A BY-LAW TO AMEND BY-LAW NUMBER 28/2006
BEING A ZONING BY-LAW
FOR
THE TOWNSHIP OF WELLESLEY

Bradley & Company Inc.
PT LT 12 CON 1 E SEC WELLESLEY PT 4, 58R1024; WELLESLEY
1060 Queens Bush Road
TOWNSHIP OF WELLESLEY

WHEREAS the Council of the Corporation of the Township of Wellesley deems it desirable to amend said By-law Number 28/2006:

NOW THEREFORE, the Council of the Township of Wellesley ENACTS AS FOLLOWS:

- 1. **THAT** the lands shown in hatching on the attached Schedule “A” shall be removed from the Urban Residential (UR) Zone and placed in the Urban Residential Two (UR2-4) Zone. The Zoning of these lands shall be shown as “UR2-4” on Zoning Map Schedule “B-5”.
- 2. **THAT** Section 11.11 of By-law No. 28/2006 is hereby amended by adding the following paragraph to Zone “UR2”, Exception “UR2-4”, Section 11.11.4 which shall state:
- 3. **11.11.4**

Defined Area

UR2-4 as shown on Schedule “B-5”, to this By-law.

Additional Permitted Uses

Stacked Townhouse Dwellings

Minimum Lot Area

Stacked Townhouse Dwellings (per dwelling unit) 154 m²

Minimum Front Yard Depth

4.5 m

Minimum Side Yard Width

Exterior side yard 4.5 m

- 4. **THAT** this By-law shall come into effect on the final passing thereof by the Council of the Corporation of the Township of Wellesley subject to compliance with the provisions of the Planning Act, RSO 1990, C.P. 13 as amended, and,

Read a first and second time this 3rd day of October 2023

Mayor, Joe Nowak

Clerk, Grace Kosch

Read a third and final time and passed this 3rd day of October 2023

Mayor, Joe Nowak

Clerk, Grace Kosch

THE CORPORATION OF THE TOWNSHIP OF WELLESLEY

SCHEDULE 'A'
to
BY-LAW NUMBER 29/2023

PT LT 12 CON 1 E SEC WELLESLEY PT 4, 58R1024; WELLESLEY
1060 Queens Bush Road
TOWNSHIP OF WELLESLEY



THIS IS SCHEDULE 'A' TO BY-LAW NUMBER 29/2023 PASSED THIS 3rd DAY OF October, 2023

Mayor, Joe Nowak

Clerk, Grace Kosch

CORPORATION OF THE TOWNSHIP OF WELLESLEY

BY-LAW NUMBER 30/2023

BEING A BY-LAW FOR THE APPOINTMENT OF MEMBERS TO THE HAWKESVILLE CEMETERY BOARD FOR THE CORPORATION OF THE TOWNSHIP OF WELLESLEY

WHEREAS Section 11 of the *Municipal Act 2001*, S.O. 2001, c.25, as amended, in part provides that a lower-tier municipality may pass Bylaws respecting the governance and structure and its local boards;

AND WHEREAS it is deemed expedient that a Bylaw is passed for the appointment of members to the Hawkesville Cemetery Board governing the administration, operation, care, and maintenance of the cemetery;

NOW THEREFORE THE COUNCIL OF THE MUNICIPALITY OF HASTINGS HIGHLANDS ENACTS AS FOLLOWS:

The following be appointed as members of the Hawkesville Cemetery Board for the Term of Council (2022-2026):

1. John Hauptert - Chairman
2. Vernelda Weber - Secretary
3. Bob Caskanette – Treasurer
4. Tim Harrington – Plot sales and burial
5. Harvey Yenssen

The Hawkesville Cemetery Board shall be comprised of a maximum of six (6) members and shall:

1. Manage the business and affairs of the Hawkesville Cemetery;
2. Be responsible for the administration, management, care, maintenance and improvements of the Cemetery;
3. Have the authority to engage and authorize caretakers, employees, or agents to carry out the duties of the Board;
4. Be responsible to Council for the execution of their duties;
5. Along with the Clerk, keep such registers, records, and books as are necessary for properly recording all matters, acts, interment rights certificates, and matters pertaining to the Cemetery as come within their respective jurisdictions and as may be prescribed;
6. Forward the minutes from the meetings of this board to the Clerk, which will be inserted into the next Regular Meeting of Council meeting agenda;

The Clerk has the authority to make final and binding decisions on behalf of the Township.

The Township assumes no liability or responsibility for the loss of, or damage to any lot, grave, monument, marker or any article that may be placed on a lot, grave, monument or marker from any causes beyond its reasonable control, except for;

- (i) Damage to any lot, grave, monument or marker, caused by the Township or its employees or agents, in the course of performing cemetery maintenance, this liability to be limited to the cost of a reasonable repair effort to rectify the damage so caused.
- (ii) The Township shall be required to and will have the first opportunity to make a reasonable effort to correct the damage described in (i) above; and,
- (iii) For the purpose of the liability described in (i) above, no damages are payable, in the case of a reasonably successful repair performed on the part of the Township or its employees.

The Council shall have the right to remove any or all of the members of the Board for failure or neglect to carry out their duties or for any other just cause;

By-law 12/2012 of the Township of Wellesley, and all By-laws amending the same and any other By-law inconsistent with the provisions of this By-law are hereby repealed;

Nothing in this bylaw or amendments thereto shall be a contravention of the *Funeral, Burial and Cremation Services Act, 2002*, and all amendments thereto together with all Regulations prescribed thereunder;

That the Mayor and Clerk be and hereby authorized to sign this By-law and affix the corporate seal thereto;

This By-law shall come into force and effect on the day of its passing.

Read a first and second time this 3rd day of October, 2023.

Mayor Joe Nowak

Grace Kosch, Clerk

Read a third and final time and passed this 3rd day of October, 2023

Mayor Joe Nowak

Clerk, Grace Kosch

Township of Wellesley

By-Law 31/2023

A by-law imposing special annual drainage rates upon lands in respect of which money is borrowed under the Tile Drainage Act

WHEREAS owners of the land in the municipality have applied to the Council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface drainage works on such land;

AND Whereas the Council has, upon their application, lent the owners the total sum of \$50,000.00 to be repaid with interest by means of rates hereinafter imposed;

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the Township of Wellesley enacts as follows:

The council, pursuant to the *Tile Drainage Act*, enacts as follows:

1. **THAT** annual rates as set out in the Schedule “A” attached hereto are hereby imposed upon such land as described for a period of ten years, such rates shall have priority lien status, and shall be levied and collected in the same manner as taxes.
2. **AND THAT** this by-law shall come into force and effect on the day of its passing.

Read a first and second time this 3rd day of October, 2023.

Mayor, Joe Nowak

Clerk, Grace Kosch

Read a third and final time and passed this 3rd day of October, 2023.

Mayor, Joe Nowak

Clerk, Grace Kosch

The Corporation of the Township of Wellesley

Schedule “A”

Name and Address of Owners(s)	Description of land drained	Proposed Date of Loan	Sum to be Loaned	Annual Rate to be Imposed
Simeon B Martin Mfg 4198 Lavery Road Wallenstein, ON Roll # 3024 040 005 06400 Application #	Lot 12, 12 West	Nov. 1, 2023	\$50,000.00	\$6,793.40

CORPORATION OF THE TOWNSHIP OF WELLESLEY

BY-LAW NUMBER 32/2023

BEING A BY-LAW TO CONFIRM ALL ACTIONS AND PROCEEDINGS OF COUNCIL.

WHEREAS Section 8 of the Municipal Act, S.O. 2001, c.25 and amendments thereto provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Municipal Act or any other Act; and

WHEREAS Subsection 2 of Section 11 of the Municipal Act, S.O. 2001, c.25 and amendments thereto provides that a lower-tier municipality and an upper-tier municipality may pass by-laws respecting matters within the spheres of jurisdiction described in the Table to Subsection 2 subject to certain provisions; and

WHEREAS Section 5 of the Municipal Act, S.O. 2001, c.25 and amendments thereto provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 shall be exercised by its council and by by-law unless the municipality is specifically authorized to do otherwise; and

WHEREAS the Council of the Corporation of the Township of Wellesley deems it expedient to confirm its actions and proceedings;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLESLEY hereby enacts as follows:

1. That all actions and proceedings of the Council of the Corporation of the Township of Wellesley taken at its meeting held on the 3rd day of October, 2023 be confirmed as actions for which the municipality has the capacity, rights, powers and privileges of a natural person.
2. That all actions and proceedings of the Council of the Corporation of the Township of Wellesley taken at its meeting held on the 3rd day of October, 2023 be confirmed as being matters within the spheres of jurisdiction described in Subsection 2 of Section 11 of the Municipal Act, S.O. 2001, c.25 and amendments thereto.
3. That all actions and proceedings of the Council of the Corporation of the Township of Wellesley taken at its meeting held on the 3rd day of October, 2023 except those taken by by-law and those required by by-law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.
4. That this by-law shall come into force and take effect as of the final passing thereof.

Read a first and second time this 3rd day of October 2023.

Read a third and final time and passed this 3rd day of October 2023.

Mayor Joe Nowak

Clerk, Grace Kosch