

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MEETING AGENDA OF COUNCIL  
JANUARY 13, 2020 @ 2:00 P.M.  
CLOSED SESSION @ 1:30 P.M.  
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

**PAGE  
NUMBER**

**CALLING TO ORDER – Mayor Lennox**

**ADOPTION OF THE AGENDA**

Recommendation:

*THAT the Agenda for the January 13, 2020 Regular Meeting of Council be accepted and passed.*

**DISCLOSURE OF PECUNIARY INTEREST**

**CLOSED MEETING SESSION**

The meeting is closed pursuant to Section 239 (2) of the Municipal Act, 2001, specifically:

- (b) personal matters about an identifiable individual, including municipal or local board employees;

Recommendation:

*THAT the Council of the Corporation of the Township of Wellington North go into a meeting at \_\_\_\_:\_\_\_\_ pm that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:*

- (b) personal matters about an identifiable individual, including municipal or local board employees.*

1. **REPORTS**

- a. OPS 2020-002 being a report on the organizational structure of the recreation services division within the operations department

2. **REVIEW OF CLOSED SESSION MINUTES**

- November 4, 2019

3. **RISE AND REPORT FROM CLOSED MEETING SESSION**

Recommendation:

*THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at \_\_\_\_;\_\_\_\_.*

Recommendation:

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report OPS 2020-02 being a report on the organization structure of the recreation services division within the operations department;  
AND FURTHER THAT Council approve the confidential direction to staff.*

Recommendation:

*THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the November 4, 2019 Council meeting.*

**O ' CANADA**

**COUNTY COUNCIL UPDATE**

Andy Lennox, Mayor

**PRESENTATIONS**

- a. Michelle Richardson, Assistant Director of HR, County of Wellington

Cecelia Marie Roberts, CMHA

- County staff wellness initiative and the community based mental health initiative (presentation to follow under separate cover)

- b. Christine Veit, Safe Communities Wellington North 001  
Amy Estill, Public Health  
Stephen Thomas, Wellington County OPP  
Paul Richardson, Wellington County OPP
- Community Safety and Well-Being Planning - Update
- c. Andrew Coburn, Coburn Insurance Brokers Ltd. 010  
Gwen Tassone, SVP, Client Executive, Marsh & McLennan Companies
- Township of Wellington North Insurance Policies

Recommendation:

*THAT the Council of the Corporation of the Township of Wellington North accept the proposal from Marsh & McLennan Companies to provide insurance coverage for the Township of Wellington North for the year beginning January 1, 2020.*

- d. Adam McNabb, Director of Finance 021
- 2020 Budget Review

#### **RECESS TO MOVE INTO PUBLIC MEETING**

Recommendation:

*THAT the Council of the Corporation of the Township of Wellington North recess the Regular Council Meeting of January 13, 2020 for the purpose of holding a Public Meeting under the Planning Act:*

- *Wayne and Doreen Gingrich – Minor Variance*

#### **RESUME REGULAR MEETING OF COUNCIL**

Recommendation:

*THAT the Council of the Corporation of the Township of Wellington North resume the January 13, 2020 Regular Meeting of Council.*

#### **ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING**

- Regular Meeting of Council, December 16, 2019 052

Recommendation:

*THAT the minutes of the Regular Meeting of Council held on December 16, 2019 be adopted as circulated.*

#### **BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL**

##### **ITEMS FOR CONSIDERATION**

1. FIRE
- a. Wellington North Fire Service, Communique #74, December 2019 059

Recommendation:

*THAT Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service Communique #74, December 2019.*

2. PLANNING
- a. Report DC2020-001, Domingos Meat Packers Ltd., Site Plan Agreement, 7396 third Line, Arthur 064

Recommendation:

*THAT the Council of the Corporation of Township of Wellington North receive Report DC2020-001, Domingos Meat Packers Ltd., Site Plan Agreement, 7396 third Line, Arthur*

b. Report DC202-002, Consent Application B84-19 (Christopher & Tanja Checkley) 073

Recommendation:

*THAT Council of the Township of Wellington North receive DC Report 2020-002 being a report on Consent Application B84-19 known as Part Lot 31, Concession 4, former Township of West Garafraxa.*

*AND FURTHER THAT the Council of the Township of Wellington North supports consent application B84-19 as presented with the following conditions:*

- *THAT Payment be made of the fee of \$130.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;*
- *THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;*
- *THAT the purchaser take title to the severed lands in the same manner as they hold their abutting land;*
- *THAT Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent;*
- *THAT the owner enter into an agreement apportioning future maintenance costs on the Caudle Drain Branch "L" watershed; and*
- *THAT the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment of the above mentioned drain.*

*AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.*

c. Report DC2020-003, Consent Application B90-19 (Darryl & Anita Burnette Ltd.) 077

Recommendation:

*THAT Council of the Township of Wellington North receive DC Report 2020-003 being a report on Consent Application B90-19 known as Part Lot 14, Concessions 3 & 4, former Township of West Luther.*

*AND FURTHER THAT the Council of the Township of Wellington North supports consent application B90-19 as presented with the following conditions:*

- *THAT Payment be made of the fee of \$130.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;*
- *THAT a Parkland dedication fee be paid (\$1,000/lot or part lot created, in 2020);*
- *THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;*

- *THAT servicing can be accommodated on the site to the satisfaction of the local municipality and;*
- *THAT safe driveway access can be provided to the severed lot to the satisfaction of the local municipality;*

*AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.*

### 3. FINANCE

- a. Cheque Distribution Report, January 7, 2020 082

Recommendation:

*THAT the Council of the Corporation of Township of Wellington North receive the Cheque Distribution Report dated January 7, 2020.*

- b. Report TR2020-01 being a report on the Ministry of Municipal Affairs and Housing Financial Indicator Template Review 086

Recommendation:

*THAT the Council of the Corporation of Township of Wellington North receive for information Report TR2020-01 being a report on the Ministry of Municipal Affairs and Housing Financial Indicator Review.*

### 4. OPERATIONS

- a. Report OPS 2020-001 being a report on a technical update to the Township's drinking water and sanitary servicing plans for Arthur and Mount Forest 091

Recommendation:

*THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2020-001 being a report on a technical update to the Township's drinking water and sanitary servicing plans for Arthur and Mount Forest;*

*AND FURTHER THAT Council award the contract for technical update to Arthur's drinking water and sanitary servicing plan to Triton Engineering Services Limited with an upset limit of \$28,000 plus applicable taxes, waiving the requirement for a competitive process;*

*AND FURTHER THAT Council award the contract for the technical update to Mount Forest's drinking water and sanitary servicing plan to BM Ross and Associates for an upset limit of \$28,000 plus applicable taxes, waiving the requirement for a competitive process.*

### 5. ADMINISTRATION

- a. Report CLK 2020-001 being a report on Clerk's Department 2019 year end review 093

Recommendation:

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2020-001 being a report on Clerk's Department 2019 year end review.*

- b. Report CLK 2020-002 Update on application and licensing retail cannabis 097

Recommendation:

*THAT Council of the Corporation of the Township of Wellington North receive for information Report CLK 2020-002 being a report on an update to the application and licensing retail cannabis.*

6. COUNCIL

- a. John Nater, MP Perth-Wellington, correspondence, dated December 10, 2019, to Hon. Catherine McKenna, Minister of Infrastructure and Communities regarding the bilateral agreement between the Government of Canada and Ontario 099

Recommendation:

*THAT the Council of the Corporation of Township of Wellington North receive the correspondence dated December 10, 2019 from John Nater, MP Perth-Wellington to Hon. Catherine McKenna, Minister of Infrastructure and Communities regarding the bilateral agreement between the Government of Canada and Ontario*

- b. Crime Stoppers Guelph Wellington, Newsletter, The Informant, Winter 2019/2020, 4<sup>th</sup> Quarter 100

Recommendation:

*THAT the Council of the Corporation of Township of Wellington North receive the Crime Stoppers Guelph Wellington, Newsletter, The Informant, Winter 2019/2020, 4<sup>th</sup> Quarter.*

**IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

**ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION**

Recommendation:

*THAT all items listed under Items for Consideration on the January 13, 2020 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted.*

**CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION AND ADOPTION**

**NOTICE OF MOTION**

**COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Yake (Ward 1):

- North Wellington Health Care Corporation – Louise Marshall Hospital
- Lynes Blacksmith Shop Committee
- Wellington North Safe Communities Committee
- Upper Grand Trailway Wellington Sub Committee
- Wellington North Power
- Mount Forest Homecoming Committee (inactive)

Councillor Burke (Ward 2):

- Mount Forest Aquatic Ad Hoc Advisory Committee
- Wellington North Wellness & Team Building Committee
- Mount Forest Business Improvement Area

Councillor Hern (Ward 3):

- Wellington North Cultural Roundtable
- Mount Forest & District Chamber of Commerce
- Arthur & District Chamber of Commerce
- Arthur BMX/Skateboard Park Advisory Committee
- EarlyON Child and Family Services Committee

Councillor McCabe (Ward 4):

- Recreation & Culture Committee
- Saugeen Valley Conservation Authority

- Wellington North Health Professional Recruitment Committee
- Upper Grand Trailway Wellington Sub Committee

Mayor Lennox

- Wellington North Power Inc.
- Ex Officio on all committees

## BY-LAWS

- |   |     |
|---|-----|
| a. By-law Number 001-20 being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2020  | 102 |
| b. By-law Number 002-20 being a by-law to provide for an interim tax levy on all assessment within specific tax classes and to provide a penalty and interest rate for current taxes in default and tax arrears | 105 |
| c. By-law Number 003-20 being a by-law to adopt a budget including estimates of all sums required during 2020 for operating and capital for purposes of the municipality  | 108 |
| d. By-law Number 004-20 being a by-law to authorize a Boundary Road Agreement between The Corporation of the Township of Wellington North and the Township of Centre Wellington                                 | 111 |
| e. By-law Number 005-20 being a by-law to appoint a Designated Sewer Officer for The Corporation of the Township of Wellington North  | 119 |

Recommendation:

*THAT By-law Number 001-20, 002-20, 003-20, 004-20 and 005-20 be read a First, Second and Third time and enacted.*

## CULTURAL MOMENT

- Recognizing the Hotels along the Owen Sound Road 120

## CONFIRMING BY-LAW NUMBER 006-20

121

Recommendation:

*THAT By-law Number 006-20 being a By-law to Confirm the Proceedings of the Council of The Corporation of the Township of Wellington North at its Regular Meeting held on January 13, 2020 be read a First, Second and Third time and enacted.*

## ADJOURNMENT

Recommendation:

*THAT the Regular Council meeting of January 13, 2020 be adjourned at \_\_\_\_:\_\_\_\_.pm.*

## MEETINGS, NOTICES, ANNOUNCEMENTS

Mount Forest BIA Directors Meeting	January 14, 2020	8:00 a.m.
Arthur Chamber Director Meeting	January 14, 2020	5:30 a.m.
Mount Forest Chamber Director Meeting	January 14, 2020	7:00 p.m.
Cultural Roundtable Committee	January 16, 2020	12:00 p.m.
ROMA Conference	January 19 – 21, 2020	
Regular Council Meeting	January 27, 2020	7:00 p.m.
Arthur BIA Information Session	January 29, 2020	7:00 p.m.

**The following accessibility services can be made available to residents upon request with two weeks' notice:**

**Sign Language Services – Canadian Hearing Society – 1-877-347-3427**

**- Kitchener location – 1-855-656-3748**

**TTY: 1-877-843-0368 Documents in alternate forms – CNIB – 1-800-563-2642**

# Community Safety and Well-Being Planning- **Update**

Wellington North Council

13 January 2020

Christine Veit  
Program Co-Ordinator  
Safe Communities Wellington County





# Draft CSWB Framework

- Cover: Wellington County Community Safety and Well-Being Plan: Presented by Safe Communities Wellington County
- Page 1: Message from County Warden and Police Services Board Chair
- Page 2: Introduction
- Page 3: Community Safety and Well-Being defined with evidence-based goals
- Page 4: The Model
- Page 5: Structure - CSWB as it relates to SCWC (Diagram)

Page 6: Structure Outlined/Defined

003

Page 7: Using the structure to achieve priority-focused outcomes

Page 8: Measuring Results

Appendices:

- Priorities based on SCWC 2018 Priority-Setting Exercise inclusive of Municipal input
- Priorities - County-wide and by Seven (7) Member Municipalities
- Examples of Success
- Partners Listing

The CSWB plan is designed to be a strategic document, written at a macro level to allow interchangeability based on the fluid needs and priorities of each municipality

# Appendices: Member Municipalities

What does harm and injury reduction look like in Municipality “X”?

The last 3 years

What has been done? *Examples*

The next 3 years

What will the Municipality do to support CSWB plan? *Examples*

What will success look like?

# Appendices: Municipality “X”

005

## WHAT DOES COMMUNITY SAFETY and WELL-BEING MEAN

Community Safety and well-being is a foundational priority of the municipality in partnership with its’ stakeholders.

## THE LAST THREE YEARS

Municipality “X” has demonstrated a commitment to ensuring it’s residents feel safe and secure through the support and delivery of many programs. The municipality has also undertaken to have representation on Safe Communities Wellington County.

## WHAT WE HAVE DONE

Examples:

## THE NEXT THREE YEARS

The municipality understands that to grow, thrive, and prosper it must make every effort to cultivate and support partnerships within and external to the community. This commitment will see the establishment of identified, actionable and attainable priorities, that together, will promote the safety and well-being of all those in the community.

## WHAT WE WILL DO

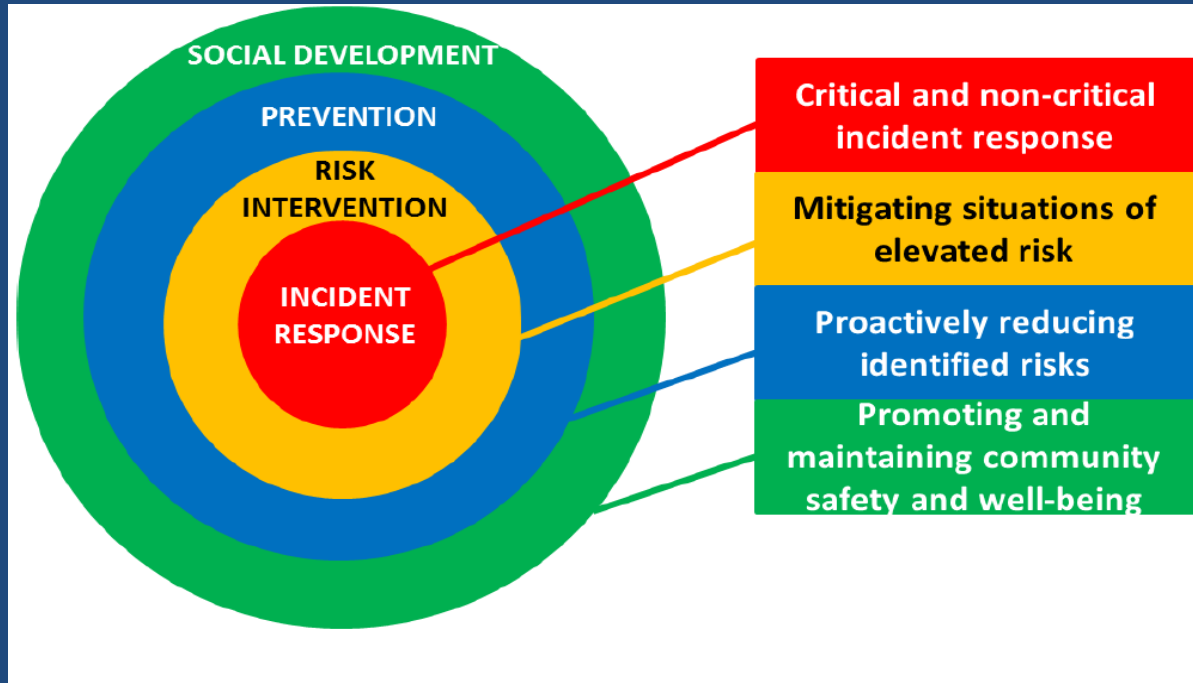
Examples:

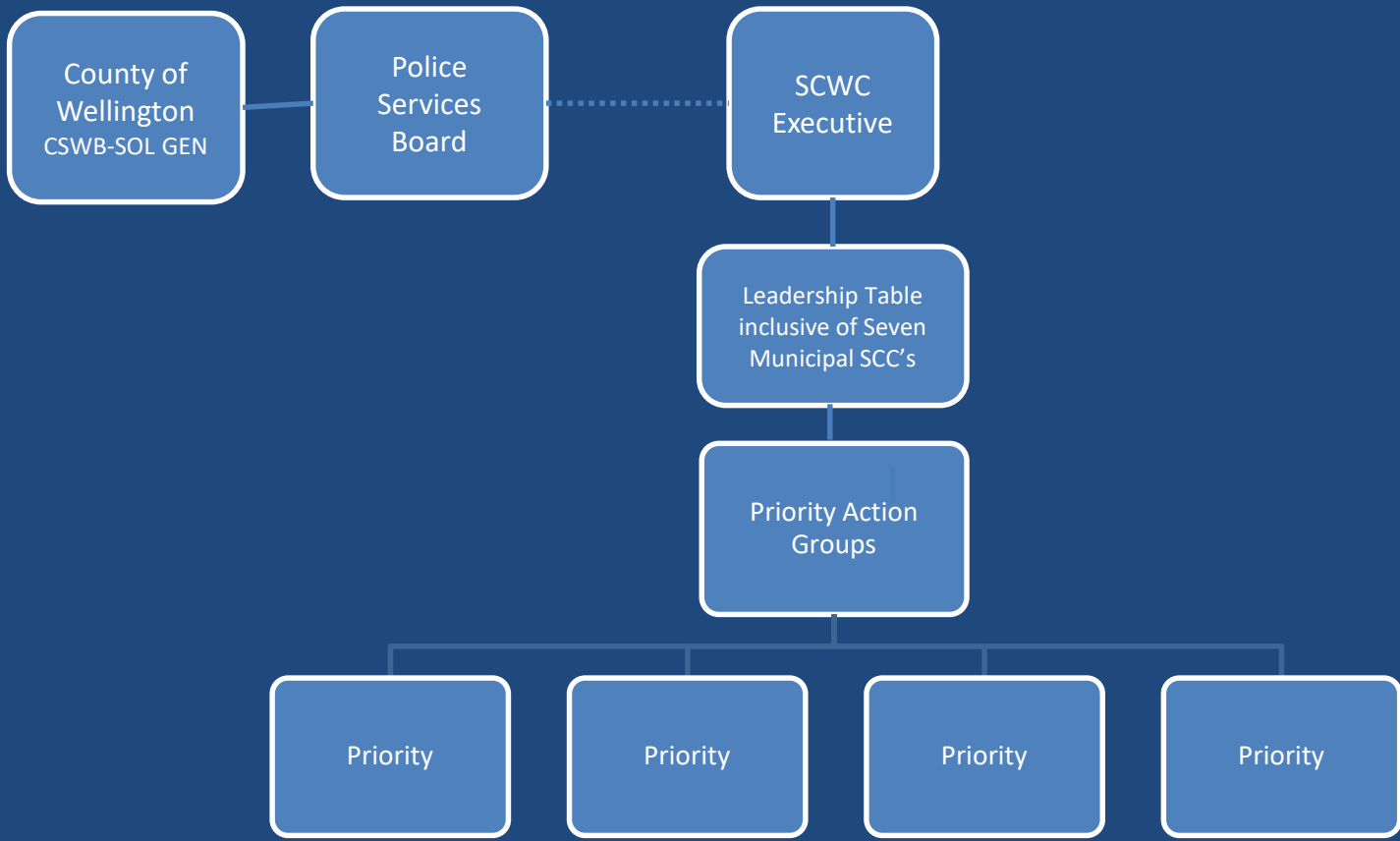
## WHAT WILL SUCCESS LOOK LIKE?

The goal of the municipality is to mitigate situations of elevated risk, proactively identify those risks, then promote and support programs that achieve successful outcomes.

# The Model

006





# Next Steps

008

- Develop fulsome draft framework strategy to present to PSB – **In progress**
- Consult with local Municipal Councils – **In progress**
  - populate current statistics ie: Public Health
  - input and local evidence-informed priorities
- Drafting of Appendices – post consultation
- Present to SCWC Executive, Leadership Table – consultation/input
- Update Police Services Board - draft document
- Partner with County Communications to develop final product
- Present final document to Police Services Board
- County Council approval by resolution – submit to SOLICITOR GENERAL

# Questions / Discussion<sup>009</sup>

Christine Veit  
Program Co-Ordinator  
Safe Communities Wellington County  
226-820-1413







# TOWNSHIP OF WELLINGTON NORTH INSURANCE & RISK MANAGEMENT

13 JANUARY 2020

**Gwen Tassone**

SVP, Client Executive

**Andrew Coburn**

Coburn Insurance Brokers Ltd.

# Insurance Policies

## Township of Wellington-North

## Insurance Program

### Main Municipal Insurance Package

Policies to protect the Township's financial position:

- Canadian Councils Liability Policy (General Liability)
- Umbrella Liability Policy
- Property and Machinery Breakdown Policy
- Automobile Insurance Policy
- Comprehensive Crime Policy
- Cyber Liability
- Annual Low Risk Events Liability (Facility Users)

# Insurance Program

## List of Accident Benefit Policies

### Policies in place providing Accident Benefits

- Councillors Accident
- Volunteer Accident

## 2020 Renewal Township of Wellington-North

- Insurance Package Premium increase of 8% from 2019
- Addition of Cyber policy
- 10% Liability premium increase
  - State of the insurance market is ‘hardening’
- 4% Automobile premium increase
  - Inflationary increase due to the automobile industry seeing continued rise in the number and cost of claims
- 4% Property premium increase
  - Increase solely due to increase in values, there was no increase in the property rate

# State of the Insurance Industry

## Insurance Industry Update

### Township of Wellington-North

2019 has witnessed an abrupt reversal in declining insurance rates.

With more than 20 years of declining rates, the high frequency of claims, increasing costs of claims, and limited investment income, insurers are seeking more premium to return to profitability.

Primary coverages impacted:

- Property
- General Liability
- Automobile

# Insurance Industry Update

## Township of Wellington-North

### Municipal Property Insurance

- Market is getting back to technical rating levels (right premium for the risk)
- The rate of increases between Q1 and Q3 is almost double. Even accounts with loss ratios below 50% face some level of rate or deductible increase
- Some property segments are attracting higher rate and deductibles increases, especially for water damage events.
- Third quarter average increases in the 15% to 18% range
  - Some accounts still renewing at below 10%
  - Many accounts between 20% to 30%
  - We still have a considerable number of accounts looking at Increases above 50%



# Insurance Industry Update

## Township of Wellington-North

### Municipal Casualty Insurance

- Some carriers are restricting overall capacity, some are existing certain industry classes.
- Underwriters are looking for increases in provinces where court rulings have been severe and loss trends have been negative
- Closer attention is being given to paramedics and law enforcement, street and road sign exposures, emergency vehicles, transit, and employment practices.
- Claims development continues to be negative for municipal liability claims. Insurers are drilling down for details on claims and require 10 years of claims data.
- Some syndicates in London are restricting capacity and are unable to take on new business.

# Insurance Industry Update

## Township of Wellington-North

### Municipal Automobile Insurance

There are very few 'monoline' auto insurers to select from and very limited auto insurance available for emergency vehicles, passenger vans, shuttles, buses and paratransit.

This lack of supply along with larger losses, has increased pricing for clients with these types of vehicles.



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# 2020 BUDGET REVIEW

January 13, 2020

## 2020 Proposed Tax Levy Increase (Operating Only)

A 9% levy decrease = \$497,792 of reduced (operating only – Exclusive of Capital & transfers to/from reserves) levy dollars in comparison to the 2019 budgeted levy of \$5,535,376

MPAC data shows:

\$ 84,691 – is related to real growth (1.53% increase in new assessment)  
(\$582,483) – is a true levy Decrease (10.52% decrease in tax levy)  
(\$497,792) Total (Operating Only) Levy Decrease



# Operating Budget Summary Analysis by Segment

## 2020 Budget Summary

FIR Category	2019 Budget	2020 Budget	% Change	Change \$	Comment
<b>General Government</b>					
General Government	-1,748,980	-1,770,050	1.2%	-21,070	OMPF Increase offset by assumed reduction in Cannabis funding
Other Revenues- Supps/Omitts/Writeoffs	-141,466	-170,416	20.5%	-28,950	Increased PIL revenue driven by new MF Nursing home, updated assessment on MF WWTP
Council	134,320	143,489	6.8%	9,169	
Administration	1,228,652	868,832	-29.3%	-359,820	Predominately driven by salary & benefit costs offset by revised inter-functional transfers
Property	-894	-8,582	860.0%	-7,688	Blacksmith shop acquisition complete - legal & consulting cost reductions
WNP Holding Co.	53,100	53,100	0.0%	0	



## Operating Budget Summary Analysis by Segment

FIR Category	2019 Budget	2020 Budget	% Change	Change \$	Comment
<b>Protection Services</b>					
Fire	682,848	696,601	2.0%	13,753	Increased costs attributable to new computer software, Memberships, PTSD/Peer Support, and meals
Police/Crossing Guard	49,825	53,032	6.4%	3,207	Wage increases, and purchase of winter parkas for CG staff
Conservation Authority	154,272	161,704	4.8%	7,432	Straight flow through - assumes increases of 5%
Protective Inspection & Control	-61,840	-27,944	-54.8%	33,896	Costs Associated with addition of development clerk
Animal Control	-4,847	-600	-87.6%	4,246	Docupet efficiencies offset by increased animal control contract costs
By-Law Enforcement	35,874	63,222	76.2%	27,348	Driven by inter-functional transfer updates



## Operating Budget Summary Analysis by Segment

FIR Category	2019 Budget	2020 Budget	% Change	Change \$	Comment
<b>Transportation Services</b>					
Roads	2,910,683	3,249,374	11.6%	338,690	112K attributable to restructuring (lead hands etc.), 153K associated with increased debt servicing costs, fleet management, utilities, and dust control costs
Streetlights	-5,000	-5,000	0.0%	0	
Rural Water	7,393	7,898	6.8%	505	
<b>Health Services</b>					
Hospital	0	0	0.0%	0	Variance largely born by interfunctional transfer updates
Cemetery	19,079	96,276	404.6%	77,197	
<b>Recreation and Cultural Services</b>					
Parks & Recreation	1,914,338	1,224,317	-36.0%	-690,021	937K Reduction in debt servicing costs offset by MF Splashpad operating costs, wages & benefit costs, anticipated reduction to ice rental revenues, and interfunctional transfer updates





## Operating Budget Summary Analysis by Segment

FIR Category	2019 Budget	2020 Budget	% Change	Change \$	Comment
<b>Planning and Development</b>					
Planning	23,159	116,236	401.9%	93,077	Increased revenues and reduction to budgeted legal fees offset by County Fees, and interfunctional transfer updates
Commercial & Industrial	0	0	0.0%	0	
Economic Development	198,850	248,580	25.0%	49,730	Increased grant revenue offset by costs associated with community improvement payments, wages and benefits (youth council), and inter-functional transfer updates
Tile Drains	0	0	0.0%	0	
Municipal Drains	86,009	37,515	-56.4%	-48,494	
<b>Total Levy Requirement</b>	<b>5,535,376</b>	<b>5,037,584</b>	<b>-8.993%</b>	<b>-497,792</b>	



## Reserve and Reserve Fund Impact on Operating Budget (Net Transfers)

### Net Reserve & Reserve Fund Transfers

	2019		
	<i>From</i>	<i>To</i>	<i>Net</i>
Council	0	0	0
Admin	0	52,000	52,000
Property	0	16,000	16,000
Fire	0	153,000	153,000
CBO	0	61,840	61,840
Roads	0	79,482	79,482
Streetlights	0	5,000	5,000
Rec	785,000	100,000	(685,000)
Planning	23,159	0	(23,159)
Cemetery	0	5,000	5,000
WNP Holding	49,100	0	(49,100)
<b>Taxation Total</b>	<b>857,259</b>	<b>472,322</b>	<b>(384,937)</b>
Sewer	240,317	0	(240,317)
Water	0	694,172	694,172
<b>User Fee Total</b>	<b>240,317</b>	<b>694,172</b>	<b>453,855</b>
<b>Grand Total</b>	<b>1,097,576</b>	<b>1,166,494</b>	<b>68,918</b>

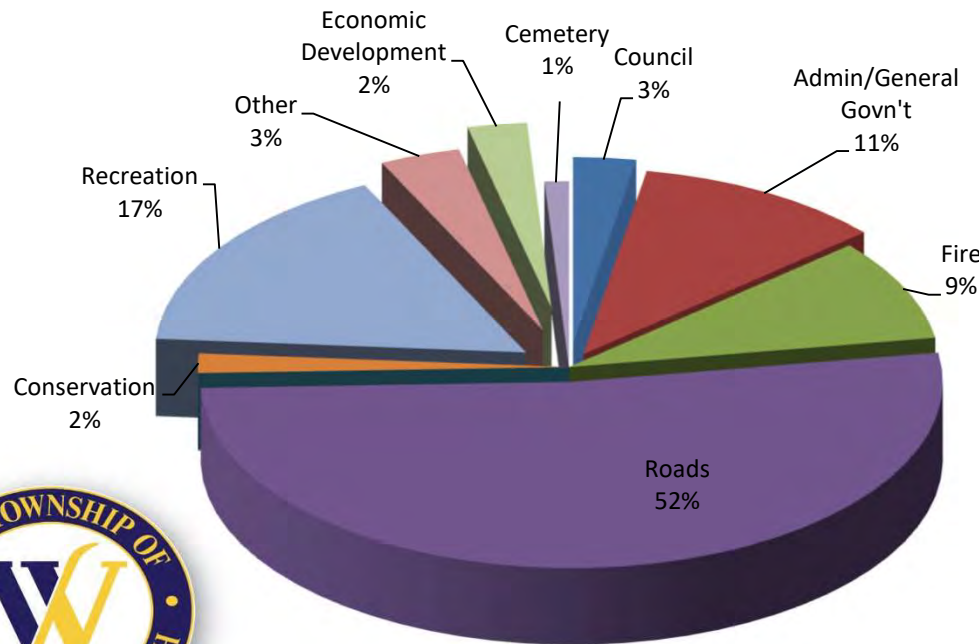
	2020		
	<i>From</i>	<i>To</i>	<i>Net</i>
Council	0	5,000	5,000
Admin	0	52,000	52,000
Property	0	16,000	16,000
Fire	0	153,000	153,000
CBO	0	27,944	27,944
Roads	184,760	79,482	(105,278)
Streetlights	0	5,000	5,000
Rec	35,760	100,000	64,240
Planning	0	0	0
Cemetery	0	5,000	5,000
WNP Holding	49,100	0	(49,100)
<b>Taxation Total</b>	<b>269,620</b>	<b>443,426</b>	<b>173,806</b>
Sewer	847,512	396,028	(451,484)
Water	123,968	236,426	112,458
<b>User Fee Total</b>	<b>971,480</b>	<b>632,454</b>	<b>(339,026)</b>
<b>Grand Total</b>	<b>1,241,100</b>	<b>1,075,880</b>	<b>(165,220)</b>



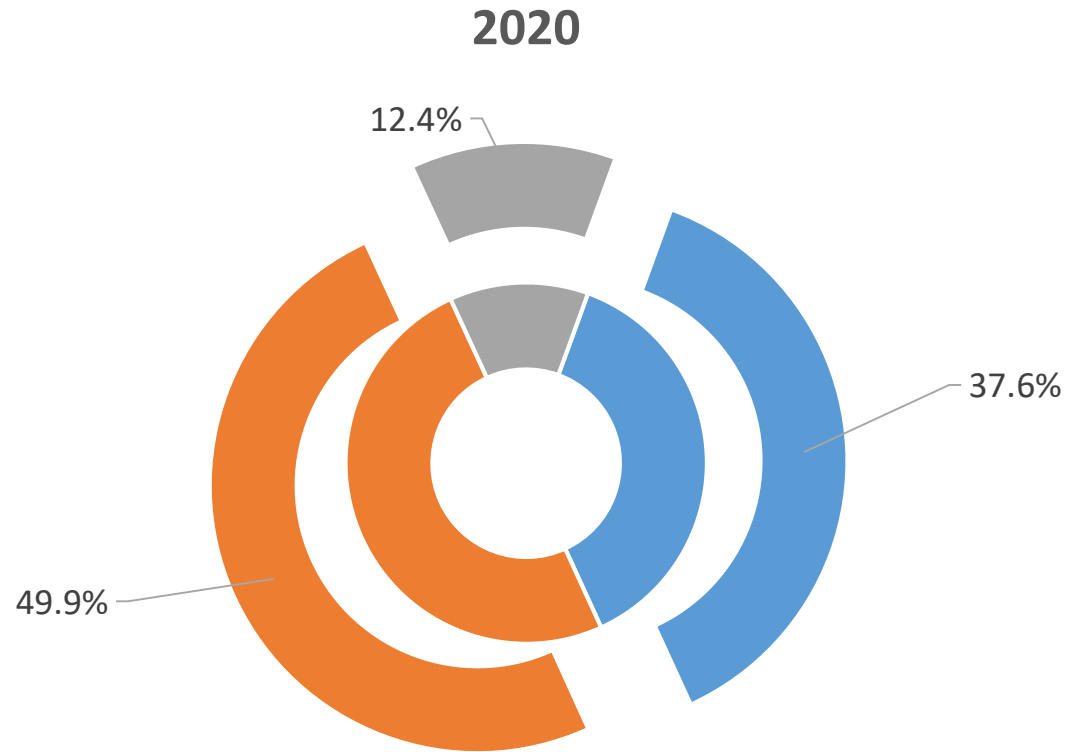
# 2020 Full Loaded Budget

	<u>2018</u>	<u>2019</u>	<u>YoY Increase (%)</u>	<u>2020 (Draft)</u>	<u>YoY Increase (%)</u>
Operating Budget	5,499,214	5,535,376	0.7%	5,037,584	-8.99%
Policy Mandated Transfer to Reserve funds	0	0	0%	113,600	100.00%
Net Transfers	(572,784)	(384,937)	-33%	173,806	-145.15%
Contributions to Capital	2,185,349	2,275,000	4.1%	2,347,967	3.21%
<b>Total Budgeted Tax Levy</b>	<b>7,111,779</b>	<b>7,425,439</b>	<b>4.4%</b>	<b>7,672,957</b>	<b>3.33%</b>
				2019 Organic Growth	1.53%
				<b>Impact on Existing Taxpayer</b>	<b>1.80%</b>

## 2020 Where Budget Dollars Go



# Distribution of Tax Dollars Collected by the Township (Estimated)



■ Municipal ■ County ■ Education

## Taxes on the Average Residential Single Family Dwelling (Estimated)

**2019 Assessment \$257,935      2020 Assessment \$269,673**

Levy Destination	% of 2020 Total Tax Bill	2019 Taxes	2020 Taxes	\$ Change	% Change
Township	38%	\$ 1,244.75	\$ 1,249.69	4.93	0.40%
County	50%	\$ 1,596.32	\$ 1,658.02	61.70	3.87%
Education - Estimate	12%	\$ 438.49	\$ 412.60	-25.89	-5.90%
Total	100%	\$ 3,279.56	\$ 3,320.30	40.75	1.24%

[https://youtu.be/xgGbLotF\\_QQ](https://youtu.be/xgGbLotF_QQ)



Plan to  
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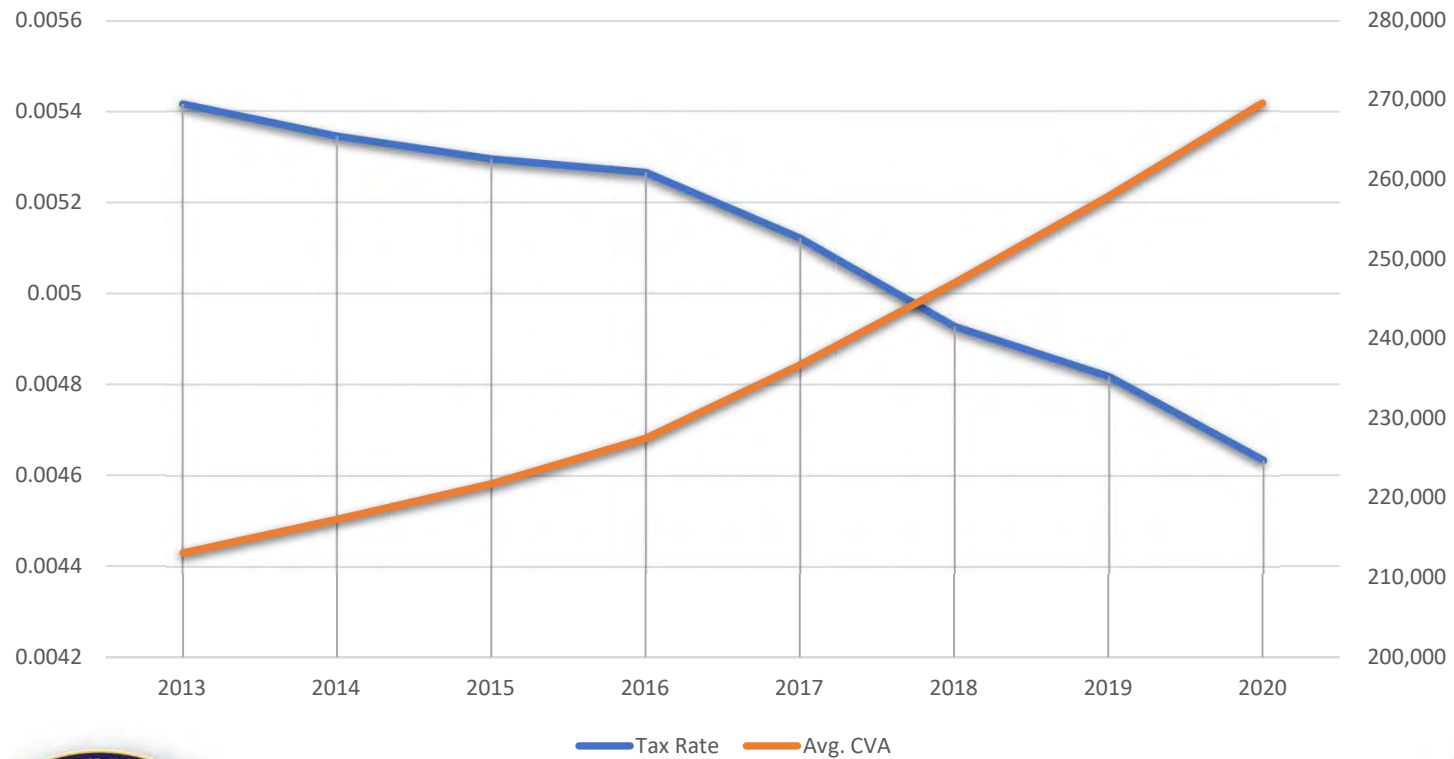
## Impact on Taxpayers – Wellington North Portion Only

Property Type	2019 Assessment	2020 Assessment	2019 TWP Taxes	2020 TWP Taxes	\$ Tax Change	% Tax Change
RT-Single Family Dwelling (average)	257,935	269,673	1,244.75	1,249.68	4.93	0.40%
RT – Farm House (typical)	194,300	203,200	937.66	941.64	3.99	0.43%
FT – Farmland (typical)	811,825	865,700	979.43	1,002.93	23.50	2.40%
CT – Commercial (typical)	421,543	469,274	3,033.13	3,242.41	209.27	6.90%
IT – Industrial (typical)	591,717	593,092	6,853.25	6,596.24	(257.02)	-3.75%



# Tax Rate Trend

## Township Tax Rate & Average Single Family Dwelling CVA Trends



## 2020 Capital Program

### Project Costs

Dept/Year	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Development Projects	-	-	1,166,000	974,915	860,385
Roads & Drainage	4,658,403	3,093,788	3,961,952	6,310,498	5,567,583
Waterworks	933,367	1,096,800	642,014	1,075,722	1,373,973
Sanitary Sewers	1,138,101	2,501,100	1,912,346	10,162,287	8,477,075
Fleet	462,000	485,000	1,100,000	629,983	847,000
Parks & Recreation	159,382	435,830	392,899	640,346	1,438,647
Fire	45,176	660,600	567,000	48,000	99,200
Admin & Property	293,750	116,750	522,000	209,656	254,125
Cemetery	-	-	-	33,500	-
<b>Total</b>	<b>7,690,179</b>	<b>8,389,868</b>	<b>10,264,211</b>	<b>20,084,907</b>	<b>18,917,988</b>





## 2020 Capital Program

Funding Model					
Source/Year	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Revenue (levy, fees, etc)	2,327,351	4,237,940	4,141,251	3,927,128	3,716,047
Grants	1,487,112	1,801,792	1,292,203	1,448,000	2,039,830
Dev't Charges & Reserves	2,094,473	1,352,665	1,839,851	10,707,097	1,818,845
Developer Contributions	-	-	594,000	344,660	344,655
External Debt	-	-	-	-	-
Gas Tax	503,294	497,000	627,000	726,000	566,000
Sustained OCIF	294,841	500,471	705,210	1,050,428	1,030,120
Prior Year Carry Fwd	571,284	-	1,064,696	781,594	9,436,366
Unfunded Amounts	411,824	-	-	1,100,000	33,875
	<b>7,690,179</b>	<b>8,389,868</b>	<b>10,264,211</b>	<b>20,084,907</b>	<b>18,917,988</b>



## 2020 Capital Program Highlights

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b><u>Development Driven Projects</u></b>	
Durham / Church (Mt. Forest Developments)	110,820
Durham St. East (Brad Wilson Severances)	329,475
Wellington St. East (P & M Reeves Severances)	166,000
Update Master Servicing Plans Arthur & Mount Forest-Water, Wastewater	65,000
South Water Street - SPS	55,590
Develop Master Stormwater Management Plan	65,000
Develop Sidewalk Master Plan	20,500
EDO - Industrial Park Servicing	48,000



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>ADMINISTRATION</b>	
Community Initiated Projects	50,000
Kenilworth Generator	75,000
Microsoft GP Upgrade (Finance)	15,720
Canon IR 5035 Copier Replacement	8,700
Council Microphone / Sound System	13,260
Council Table Replacement	6,690
Council Video System	10,755
Admin Records Management Software	25,000



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>BUILDING / PROPERTY</b>	
Arthur Municipal Office - Boiler Replacement, and Gas Install	11,000
MF Municipal office - Repair / Reno Upstairs Washroom	18,000
MF Municipal office - Replace Council Chambers Windows	20,000



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>WELLINGTON NORTH FIRE SERVICE</b>	
Bunker Gear	24,000
Washer / Extractor	30,000
SCBA Bottle Renewal	33,000
MF Station - New roll-up Doors	12,200



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>ROADS-FLEET</b>	
Trailer Replacement	12,000
2008 Volvo Dump truck Replacement (Rural Plow Truck)	280,000
1998 JD (544H) Loader Replacement	260,000
1995 Pelican Sweeper Replacement	250,000
2008 Chevy Pick-up Replacement	45,000



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>BRIDGES/CULVERTS</b>	
Bridge 2018 -Concession 9 (Between Sdrd 6W and Sdrd 7W)	319,000
Bridge 2035 - Line 8 (Between Sdrd 3 and Sdrd 7)	50,000
Bridge 2057 - 1st Line (Between Sdrd 25 and Sdrd 30)	197,000



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>ROADS</b>	
<b><u>Engineering Only</u></b>	
Mount Forest Drive (Engineering Only)	10,250
Queen St. East (White's Bridge to Main - Design Only)	3,400
John St. (Waterloo to Queen - Design Only)	17,000
Domville St. (Conestoga to Preston - Design Only)	17,000
<b><u>Water/Sewer/Roads Projects</u></b>	
William St Reconstruction	9,466
Isabella St. Reconstruction (Tucker to Eliza)	735,288
Fergus St. S (between Wellington & King)	450,000
Georgina St. (between Frederick and Charles)	499,579





## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>ROADS</b>	
<b><u>Connecting Link - Contingent upon Funding</u></b>	
George / Smith St (Connecting Link)	2,000,000
<b><u>Gravel - Base Rebuild</u></b>	
Sideroad 10 West	110,000
<b><u>Resurfacing - Rural</u></b>	
Paving of Concession 6 North Hwy 6 to Hwy 89	580,000
Paving of Sideroad 5 East (Con. 6N to East of Spring Valley)	120,000



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>ROADS</b>	
<b><u>Resurfacing - Urban</u></b>	
Resurface Roads in Conn	70,000
Resurface North Water & Peel St.	40,000
Resurface Roy Grant St.	25,000
Resurface Wellington St. E.	40,000
Resurface York St.	55,000
Pedestrian Safety Measures	45,000
Mount Forest Drive - Right turn Lane	74,600
Works Yard Upgrades - Kenilworth, Damascus, MF, and AV	20,000
Sidewalk Installation - King St. Between London & 440 King St. E	55,000
Sidewalk Installation - Eastview Dr. Between Eliza and Bellfield	25,000



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>SANITARY SEWERS</b>	
<b><u>Engineering Only</u></b>	
Mount Forest Drive (Engineering Only)	30,750
John St. (Waterloo to Queen - Design Only)	16,500
Queen St. East (White's Bridge to Main - Design Only)	3,300
Domville St. (Conestoga to Preston - Design Only)	16,500
<b><u>Water/Sewer/Roads Projects</u></b>	
William St Reconstruction	349,475
Isabella St. Reconstruction (Tucker to Eliza)	222,948
Fergus St. S (between Wellington & King)	310,000
Georgina St. (between Frederick and Charles)	323,752



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>SANITARY SEWERS</b>	
<b>Other Sanitary Sewer Items for Consideration</b>	
AV - OCWA recommended projects	65,000
MF - OCWA recommended projects	97,500
MF SCADA System Upgrades	230,000
2020 Water Rate Study	17,500
Arthur Wastewater Treatment Plant Upgrades Phase 1	6,793,850



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>WATERWORKS</b>	
<b><u>Engineering Only</u></b>	
Mount Forest Drive (Engineering Only)	10,250
South Water St (MF - Engineering Only)	45,200
Queen St. East (White's Bridge to Main - Design Only)	3,300
John St. (Waterloo to Queen - Design Only)	16,500
Domville St. (Conestoga to Preston - Design Only)	16,500
<b><u>Water/Sewer/Roads Projects</u></b>	
William St Reconstruction	136,147
Isabella St. Reconstruction (Tucker to Eliza)	150,924
Fergus St. S (between Wellington & King)	260,000
Georgina St. (between Frederick and Charles)	296,152



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>WATERWORKS</b>	
<b><u>Independent Water Projects</u></b>	
Domville - Watermain Replacement (Tucker to Clarke)	245,000
Mount Forest Water Tower Design	75,000
SCADA Win 10 O/S Update	55,000
2020 Water Rate Study	17,500
Replacement Pick-up Truck (2012 Ford)	46,500



## 2020 Capital Program Highlights (Continued)

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes
<b>PARKS &amp; RECREATION</b>	
Signage for Parks & Facilities	34,300
Trail Development/Expansion	56,147
AV BMX/Skateboard Park	-
Pool Communication Tech. Enhancements	9,200
MF - Pool	50,000
MF - Boardroom Table and Chairs	14,000
Damascus Hall Furnace Replacement	5,500
AV - Icemaking Piping Rehabilitation	1,094,500
AV Ball Diamond Safety Netting	18,000
Ball Diamond Fence Capping	15,000
Pool Facilities - Dive Board & Vacuums	15,000
MF - Optimist Ball Diamond Light Timer	7,000
AV - Opti-Misses Park Rehabilitation	120,000



## 2020 Budget Overview - Revenues

	2018 ACTUALS	2019 BUDGET	2020 BUDGET	NET BUDGET CHANGE	
				\$	%
<b>REVENUE</b>					
General Expenses/revenues (Surplus fwd)	-	-	-	-	
Tax Levy Requirement	7,111,778	7,425,439	7,672,956	247,517	3.3%
PIL'S and Supplementary Taxes	591,002	386,786	414,846	28,060	7.3%
OMPF Allocation	1,317,000	1,251,150	1,283,700	32,550	2.6%
Tax Write/Offs	(67,578)	(63,300)	(100,500)	(37,200)	58.8%
Grants and Subsidies	74,918	36,700	51,700	15,000	40.9%
Municipal Recoveries	157,610	161,900	155,500	(6,400)	-4.0%
Licences, Permits and Rents	541,833	559,768	788,468	228,700	40.9%
Fines and Penalties	168,899	175,000	175,000	-	0.0%
User Fees and Charges	5,554,747	5,561,167	5,642,618	81,451	1.5%
Sales Revenue	116,119	126,500	125,500	(1,000)	-0.8%
Other Revenue	766,483	333,050	343,850	10,800	3.2%
Internal Recoveries	117,820	119,420	609,240	489,820	410.2%
Capital Project Recovery	-	-	-	-	0.0%
Transfer from Reserves/Reserve Funds	1,282,111	1,097,576	1,241,100	143,524	13.1%
<b>Total Revenue</b>	<b>17,732,742</b>	<b>17,171,156</b>	<b>18,403,978</b>	<b>1,232,822</b>	<b>7.2%</b>





## 2020 Budget Overview – Expenses & Transfers

	2018 ACTUALS	2019 BUDGET	2020 BUDGET	NET BUDGET CHANGE	
				\$	%
<b>EXPENDITURES</b>					
Salaries, Wages and Employee Benefits	4,419,021	4,697,435	5,166,983	469,548	10.0%
Long Term Debenture Charges	1,640,711	1,457,210	1,477,133	19,923	1.4%
Materials, Supplies and Equipment	2,881,826	3,392,829	3,414,194	21,365	0.6%
Contracted Services	1,457,761	2,014,169	2,142,845	128,676	6.4%
Rents, Insurance and Financial Expenses	715,549	419,520	485,202	65,682	15.7%
External Transfers	222,326	220,422	237,854	17,432	7.9%
Internal Charges	117,820	119,420	609,240	489,820	410.2%
<b>Total Expenditures</b>	<b>11,455,014</b>	<b>12,321,005</b>	<b>13,533,451</b>	<b>1,212,446</b>	<b>9.8%</b>
<b>Net Revenue Before Transfers</b>	<b>6,277,728</b>	<b>4,850,151</b>	<b>4,870,527</b>	<b>20,376</b>	<b>0.4%</b>
				-	
Transfer to Reserves	739,566	1,161,494	1,184,480	22,986	2.0%
Transfer to Reserve Fund	121,937	5,000	5,000	-	0.0%
Transfer to Capital Fund	3,909,251	3,683,657	3,681,047	(2,610)	-0.1%
Surplus (for transfer to reserves - Estimated)	1,506,974	-	-	-	0.0%
	<b>6,277,728</b>	<b>4,850,151</b>	<b>4,870,527</b>	<b>20,376</b>	<b>0.4%</b>
				-	
<b>Net Operating Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
			Tax Levy Increase	247,517	
			% Tax Levy Change	3.33%	



# 2020 Budget Overview





- Proposed Budget
- Municipal Debt Trend

Council directed staff to prepare for a public budget presentation on January 13, 2019, prior to the Regular Council Meeting.

#### **ADOPTION OF MINUTES OF COUNCIL MEETING**

- Regular Meeting of Council, December 2, 2019

RESOLUTION: 2019-365

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the minutes of the Regular Meeting of Council held on December 2, 2019 be adopted as circulated.*

CARRIED

#### **BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL**

##### **-IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

1a, 2a, 2c, 5b, 5c, 7a, 7d

#### **ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION**

RESOLUTION: 2019-366

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT all items listed under Items for Consideration on the December 16, 2019 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted.*

*THAT Council of the Township of Wellington North receive Report CAO 2019-008 being a report on the KPMG Wellington County & Member Municipalities Service Review;  
AND FURTHER THAT Council supports utilization of township resources including staff time in collaborating with member municipalities and the county on further investigating and implementation of the efficiency opportunities identified in the Top 20 in '20.*

*THAT Council of the Township of Wellington North receive for information HR 2019-006 being a report on the addition of two personnel policy handbooks;  
AND FURTHER THAT Council endorse the Holiday Shutdown and Sick and Emergency Leave policies for non-union staff.*

*AND FURTHER THAT Council endorse the removal of relevant policies that the Holiday Shutdown and Sick and Emergency Leave policies will replace.*

*THAT the Council of the Corporation of Township of Wellington North receive the minutes of the Mount Forest Downtown Revitalization Advisory Committee meeting held on November 28, 2019.*

*THAT the Council of the Corporation of Township of Wellington North receive the Wellington North Fire Service, Communique #73, November 2019.*

*THAT the Council of the Corporation of Township of Wellington North receive the Wellington County Fire Training Officer's Annual Report for 2019.*

*THAT the Council of the Corporation of Township of Wellington North receive Report DC 2019-010, 861467 Ontario Inc. (Clark Brothers Contracting) Site Plan Agreement, 510 Eliza Street, Arthur; regarding the Final Approval of the 861467 Ontario Inc. Site Plan Agreement.*

*THAT the Council of the Corporation of Township of Wellington North receive Report DC 2019-011, Natasha Ferreira, Site Plan Agreement, 7294 Sideroad 5 West, Riverstown regarding the Final Approval of the Natasha Ferriera Site Plan Agreement.*

*THAT Council of the Corporation of Township of Wellington North receive for information Report EDO 2019-030 being a report on the Mount Forest Business Improvement Area (BIA); AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to approve the area for the Business Improvement Area and repeal By-law 24-1985;*

*AND FURTHER THAT Council authorize the Mayor and Clerk to sign the By-law to establish the Board of Directors for the Mount Forest BIA; and repeal By-laws 28-2006 and 006-1986; AND FURTHER THAT Council authorize the Mayor and Clerk to sign the By-law to appoint members to the Board of Directors for the Mount Forest BIA;*

*AND FURTHER THAT the Council dissolve the Mount Forest Downtown Revitalization Committee effective December 16<sup>th</sup>, 2019 with existing programs to be supported by the BIA.*

*THAT the Council of the Corporation of Township of Wellington North receive the Cheque Distribution Report dated December 6, 2019.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2019-025 being a report on the Township's Drinking Water Quality Management System (DWQMS) – 2019 Management Review Meeting Minutes.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2019-026 being a report on two intersections investigated for pedestrian crossing infrastructure.*

*THAT the Council of the Corporation of Township of Wellington North receive The Township of Greater Madawaska, November 18, 2019 Resolution No. 261-19 regarding support for ministers to allow for electronic delegation.*

*THAT the Council of the Corporation of the Township of Wellington North receive the correspondence dated December 6, 2019 from the Wellington North Health Professional Recruitment Committee requesting financial support.*

CARRIED

#### **CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION AND ADOPTION**

RESOLUTION: 2019-367

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of Township of Wellington North receive the Emergency Manager's Report EM2019-001 regarding the Township's Emergency Management Program as prescribed by the Emergency Management and Civil Protection Act, R.S.O., 1990 and Regulation 380/04;*

*AND FURTHER THAT the Council of the Township of Wellington North accepts the annual report on the Township's Emergency Management Program for 2019.*

CARRIED

RESOLUTION: 2019-368

Moved: Councillor McCabe

Seconded: Councillor Yake

*THAT the Council of the Corporation of Township of Wellington North receive the minutes of the Arthur Downtown Revitalization Advisory Committee meeting held on November 27, 2019.*  
CARRIED

RESOLUTION: 2019-369

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of Township of Wellington North receive the minutes of the Recreation & Culture Committee meeting held on December 10, 2019;*

*THAT the Council of the Corporation of Township of Wellington North, as per the agreement with the Damascus Hall Committee, and as it is a capital expense to replace the furnace; staff be directed to proceed with procurement as per standard practice for the inclusion in the 2020 budget, as recommended by the Recreation & Culture Committee.*

*THAT the Council of the Corporation of Township of Wellington North support the first inaugural Downtown Mount Forest Group Christmas Tree Burn event by assisting with location, insurance, cleanup and Fire Department support, as recommended by the Recreation & Culture Committee.*

*THAT the Council of the Corporation of Township of Wellington North, as recommended by the Recreation & Culture Committee, set the hours of operation for the Mount Forest and Arthur Splash Pads to be opened to the public for June 1, 2020 from 10am – 8 pm daily and remain open until the 30<sup>th</sup> day of September 2020;*

*AND FURTHER THAT the above 2020 scheduled hours of operation remains in effect for subsequent years unless revised by the Council of the Township of Wellington North.*

*THAT the Council of the Corporation of Township of Wellington North direct staff to set priorities and establish a Playground Replacement Program, as recommended by the Recreation & Culture Committee.*

*THAT the Council of the Corporation of Township of Wellington North direct staff to prepare terms of reference for the new Recreation Committee with consideration of option 1 outlined in report CAO 2019-007 for adoption at a future Council meeting, as recommended by the Recreation & Culture Committee.*

*THAT the Council of the Corporation of the Township of Wellington North direct staff to prepare a Recreation Agreement for 850 Princess Street, also know as the Mount Forest & District Sports Complex, between the Township of Wellington North and the Township of Southgate;  
AND FURTHER THAT the Council of the Township of Wellington North authorize the Mayor and Clerk to sign the agreement between the Township of Wellington North and Township of Southgate.*

CARRIED

RESOLUTION: 371

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT Resolution 2019-370 be amended by removing the following clause:*

*AND FURTHER THAT Council authorize the Mayor and Clerk to sign the By-law to appoint members to the Board of Directors for the Arthur BIA;*

CARRIED

RESOLUTION: 2019-370

Moved: Councillor McCabe

Seconded: Councillor Yake

*THAT Council of the Corporation of Township of Wellington North receive for information Report EDO 2019-031 being a report to establish an Arthur Business Improvement Area (BIA);*

*AND FURTHER THAT Council authorize the Mayor and Clerk to sign the By-law to approve the boundary of the Arthur BIA;*

*AND FURTHER THAT Council authorize the Mayor and Clerk to sign the By-law to establish the Board of Directors for the Arthur BIA;*

*AND FURTHER THAT the Council dissolve the Arthur Downtown Revitalization Committee effective December 16<sup>th</sup>, 2019 with any programs not yet completed to be supported by the Arthur & District Chamber of Commerce & Economic Development Office.*

CARRIED

Council directed staff to hold an additional public information session regarding the proposed Arthur Business Improvement Area and bring a report to the February 10, 2020 Council meeting.

RESOLUTION: 2019-372

Moved: Councillor Hern

Seconded: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2019-032 being a report to establish a Wellington North Community Fund and a Wellington North Youth Fund,*

*AND FURTHER THAT Council authorize the Mayor and Clerk to sign a by-law and direct staff to establish a partnership agreement with the Centre Wellington Community Foundation to administer these funds on our behalf,*

*AND FURTHER THAT Council approve the allocation of \$25,000 to the Wellington North Community Fund and an additional \$25,000 to the Wellington North Youth Fund.*

CARRIED

RESOLUTION: 2019-373

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive the Sewage Allocation Policy;*

*AND FURTHER THAT the Council of the Corporation of the Township of Wellington North approve the Sewage Allocation Policy, effective December 16, 2019;*

*AND FURTHER THAT the mayor and Clerk be authorized to sign the by-law.*

CARRIED

RESOLUTION: 2019-374

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive the Arthur Wastewater Treatment Plan Expansion Project: Contract 1 – Quarterly Update.*

CARRIED

**NOTICE OF MOTION - None**

**COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Yake (Ward 1):

Councillor Yake thanked staff who participated in a search for a Kenilworth Public School student's cochlear implant device on December 13.

Councillor Hern (Ward 3):

Councillor Hern commented that she attended the Arthur & District Chamber of Commerce meeting last week. There was a lot of discussion at the regarding the proposed BIA in Arthur. Chamber members finalized the community group sign.

Councillor McCabe (Ward 4):

Councillor McCabe informed Council that he attended a Mount Forest and area Health Care Recruitment and Retention meeting. He reported that there are no local physicians planning on retiring and there are some locums interested in coming back. Dr. Landoni and Dr. Jones in Arthur tend to be associated with Groves Hospital. Rural medicine day will be held on January 18 and will include a tour of a Mennonite farm.

The Saugeen Conservation Authority passed their budget at the Board Meeting held last week.

Mayor Lennox

Mayor Lennox announced that he has been invited to sit on the AMO Task Force for Solid Waste. The first meeting will be on February 10, 2020.

Mayor Lennox thanked the Team Building and Wellness Committee for arranging the staff Christmas lunch.

**BY-LAWS**

- a. By-law Number 104-19 being a by-law concerning the Collective Agreement with the Canadian Union of Public Employees (C.U.P.E.) Local 255.11 and The Corporation of the Township of Wellington North
- b. By-law Number 112-19 being a by-law to establish the fees and charges for various services provided by the municipality
- c. By-law Number 113-19 being a by-law to establish the fees and charges for recreation services provided by the municipality and to repeal By-law 047-19 and amending By-law 109-19
- d. By-law Number 114-19 being a bylaw to establish the fees and charges for water and sewer services provided by the municipality and to repeal By-law 089-15 and By-law 005-17
- e. By-law Number 115-19 being a by-law to establish and designate a Business Improvement Area within Mount Forest, Wellington North and to repeal By-law 24-1985
- f. By-law Number 116-19 being a by-law to establish a Board of Directors and Membership for the Business Improvement Area within Mount Forest, Wellington North and to repeal by-laws 28-2006 and 006-1986
- g. By-law Number 117-19 being a by-law to appoint members to the Mount Forest Business Improvement Area Board of Directors



- h. By-law Number 118-19 being a by-law to amend By-law 059-18 being a by-law for the imposition of Development Charges
- i. By-law Number 119-19 being a by-law to adopt a Sewage Allocation Policy for the Township of Wellington North and to repeal By-laws 27-1992 (Arthur Township) and 89-2005 and 90-2005
- j. By-law Number 120-19 being a Procedure By-law for governing the calling, place and proceedings of meetings of the Business Improvement Areas in Wellington North
- k. By-law Number 121-19 being a by-law to establish and designate a Business Improvement Area within Arthur, Wellington North
- l. By-law Number 122-19 being a by-law to establish a Board of Directors and membership for the Business Improvement Area within Arthur, Wellington North

RESOLUTION: 2019-375

Moved: Councillor McCabe

Seconded: Councillor Hern

*THAT By-law Number 104-19, 112-19, 113-19, 114-19, 115-19, 116-19, 117-19, 118-19, 119-19, 120-19, 121-19, and 122-19 be read a First, Second and Third time and enacted.*

CARRIED

#### **CONFIRMING BY-LAW NUMBER 123-19**

RESOLUTION: 2019-376

Moved: Councillor Burke

Seconded: Councillor Yake

*THAT By-law Number 123-19 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on December 16, 2019 be read a First, Second and Third time and enacted.*

CARRIED

#### **ADJOURNMENT**

RESOLUTION: 2019-377

Moved: Councillor McCabe

Seconded: Councillor Hern

*THAT the Regular Council meeting of December 16, 2019 be adjourned at 8:29 pm.*

CARRIED

---

CLERK

---

MAYOR



059



# COMMUNIQUE

---



December 2019

**EMERGENCY CALLS FOR  
SERVICE / TRAINING**

**ARTHUR STATION:**

The Arthur Station responded to **13** calls for service during the month.

**Practice/ Meetings:**

Dec 10, 2019 (19) members were present

Dec 17, 2019 (18) members were present

**MOUNT FOREST STATION:**

The Mount Forest Station responded to **18** calls for service during the month.

**Practice/ Meetings:**

Dec 3, 2019 (15) members were present

Dec 16, 2019 (16) members were present

Deputy Chief  
Bill Hieber



# Communiqué



CALL TYPE	ARTHUR STATION	AREA	MOUNT FOREST STATION	AREA
Medical	3	Town (2)	4	Town (1)
		Township (1)		Southgate (3)
Structure Fire	1	Town (1)	1	Town (1)
Corn Drier Fire	1	Township (1)	1	Township (1)
Vehicle Collision	2	Township (2)	2	Township (1)
				Southgate (1)
C/O Smoke	1	Township (1)	3	Town (2)
				Township (1)
Fire Alarm	2	Town (2)	3	Town (3)
Mutual Aid			2	Southgate (1)
				West Grey (1)
Gas Smell	1	West Grey (1)	1	West Grey (1)
Stand by in Kenilworth	1	Township (1)	1	Township (1)
Building Collapse	1	Town (1)		



# Communiqué



## Fire Prevention/Public Education

### **FIRE SAFETY PRESENTATIONS**

450 Albert Street M.F.  
110 Edward Street A.V.

### **FIRE SAFETY INSPECTIONS**

235 Egremont Street M.F.  
450 Albert Street M.F.  
121 Main Street North M.F. final inspection  
125 Main Street North M.F. final inspection  
129 Main Street North M.F. final inspection  
110 Edward Street A.V.  
133 Frederick Street A.V.  
182 George Street A.V.

### **FIRE INVESTIGATIONS**

621 Oakview Crescent M.F.

### **FIRE SAFETY COMPLAINT INSPECTIONS**

164 George Street A.V.  
168 George Street A.V.

### **FIRE SAFETY PLAN REVIEWS**

460 Durham Street M.F.  
392 Main Street North Unit 9 M.F.

### **VULNERABLE OCCUPANCY FIRE DRILLS**

### **BURN PERMIT SITE INSPECTIONS**

### **BURN COMPLAINTS**

221 Smith Street A.V.

Fire Prevention Officer  
Marco Guidotti

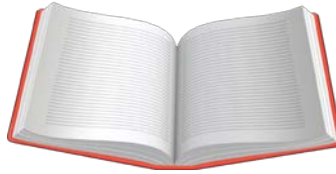


# Communiqué



**“TEST YOURS *TODAY*”**

**“*SAVING LIVES THROUGH EDUCATION*”**



Next Communiqué will be February 2020



## Staff Report

**To:** Mayor and Members of Council Meeting of January 13, 2020

**From:** Tammy Pringle, Development Clerk

**Subject:** **DC 2020-001, DOMINGOS MEAT PACKERS LTD.  
SITE PLAN AGREEMENT, 7396 THIRD LINE, ARTHUR**

### RECOMMENDATION

**THAT** Council of the Township of Wellington North hereby:

- 1) Receive Report DC 2020-001 regarding the Final Approval of the Domingos Meat Packers Ltd. Site Plan Agreement.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

None

### BACKGROUND

#### Subject Lands

The property is outside of the Village of Arthur in the former Township of West Garafraxa. The subject lands are in the South East quadrant of the township on the corner of Third Line and Sideroad 30, with frontage on Third Line. The land holding is approximately 32.11 acres and is legally known as PT LT 31 CONCESSION 3, DESIGNATED AS PARTS 1, 2 AND 3, 61R9869; TOWNSHIP OF WEST GARAFRAXA; now Township of Wellington North.

#### The Proposal

The Owner has applied for Site Plan Approval from the Township to construct an addition to the existing meat processing facility to include dry storage, cold storage, freezer, office and loading/shipping area, for meat packing business. This project will include minor site grading.

#### Existing Policy Framework

The subject lands are designated A-61 Agricultural Rural Exemption Zone in the Township of Wellington North Zoning By-Law 66-01 and Prime Agricultural in the County of Wellington Official Plan.

### COMMENTS AND ANALYSIS

The applicant has satisfied staff that this proposed development will be constructed in a manner that is consistent with municipal standards and best practices. A copy of the agreement is attached.

**COMMUNICATION PLAN**

The executed site plan agreement has been forwarded to the Township’s solicitor for registration.

**FINANCIAL CONSIDERATIONS**

This proposal has no financial impact on the municipality as the Owner has provided securities and deposits to ensure all of the Works will be completed.

**ATTACHMENTS**

- A. Location Map
- B. Site Plan Agreement

**STRATEGIC PLAN 2019 – 2022**

Do the report’s recommendations align with our Strategic Areas of Focus?

- Yes
  No
  N/A

Which priority does this report support?

- Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>



SCHEDULE A – Location Map



**SITE PLAN CONTROL AGREEMENT**

THIS AGREEMENT made this 23<sup>rd</sup> day of Dec., 2019.

BETWEEN:

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**

(the "Township")  
OF THE FIRST PART

-and-

**DOMINGOS MEAT PACKERS LTD.**

(the "Owner")  
OF THE SECOND PART

WHEREAS the Owner is the registered owner of the Lands described as PT LT 31 CONCESSION 3, DESIGNATED AS PARTS 1, 2 AND 3, 61R7487 AND PART 1, 61R9869; TOWNSHIP OF WEST GARAFRAXA; NOW TOWNSHIP OF WELLINGTON NORTH.

AND WHEREAS the Township has enacted a Site Plan Control Area By-law pursuant to the provisions of Section 41 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, which said By-law affects the Lands;

AND WHEREAS this Agreement is being entered into by the parties hereto as a condition to the approval of the plans and drawings submitted by the Owner pursuant to Section 41 of the *Planning Act*.

AND WHEREAS the Owner has submitted to the Township, plans and drawings of a proposed development on the lands described in Schedule "A" attached hereto;

AND WHEREAS these plans can be viewed at the Offices of The Corporation of the Township of Wellington North, 7490 Sideroad 7 West, Kenilworth, Ontario.

NOW THEREFORE in consideration of the premises and other good and valuable consideration, the receipt and sufficiency whereof the parties irrevocably acknowledge, the parties agree as follows that in consideration of the Township approving the plans and drawings for the development of the Lands, the Owner covenants and agrees with the Township to provide, to the satisfaction of and at no expense to the Township, the following:

1. Plans showing the location of all buildings and structures to be erected on the Lands and showing the location of all facilities and works to be provided in conjunction therewith including, without limitation, all facilities and works required under Section 3 below (the "Plans").
2. Construct all buildings, structures, facilities and works in accordance with the Plans.
3. The Owner agrees that the building or buildings shall be erected and the project shall be completed in accordance with the Plans and all applicable laws, including without limitation, the exterior building design, site, elevation, landscape-buffering and layout plans as approved by the Township, subject only to such changes as are approved, in writing, by the Township. The Township reserves the right to waive or rescind any term or condition contained in this Agreement provided that such condition is waived or rescinded by Resolution of Council.
4. The Owner agrees that there shall be no outside storage on the Lands other than as provided in Paragraph 3 of this Agreement.

5. The Owner agrees that all surface and roof drainage will be controlled on the Lands and taken to an outlet with catchbasins, where necessary, in a manner approved by the Township and/or the County of Wellington.
6. The Owner agrees that snow shall be removed from the parking lot area for the Lands.
7. The provisions set out in Schedule "B" to this Agreement are site specific requirements that relate to the Lands and, to the extent that there is any inconsistency or conflict between the two sets of provisions, the terms of Schedule "B" shall prevail.
8. The Owner agrees to dedicate to the Township, free and clear of all encumbrances, all easements and lands required by the Township for the construction, maintenance and improvement of any existing or newly required watercourses, ditches, land drainage works and sanitary sewage facilities on the Lands and, on request by the Township, to deliver the properly executed documents in registrable form to the Township in order to complete the dedication to the Township and to pay all costs incurred by the Township in respect to the aforementioned dedications.
9. The Owner shall, where required by Township and/or County of Wellington resolution, dedicate to the Township and/or to the County widening of highways that abut on the Lands at no cost to the Township and/or County, free and clear of all encumbrances.
10. The Owner hereby releases and indemnifies the Township, and, where applicable, the County of Wellington, its servants, agents and contractors from any and all liability and associated costs, claims or demands in respect of the proper maintenance and operation of the matters and facilities required by virtue of this Agreement.
11. In the event works are to be performed by the Owner, its servants or its agents on lands owned by or to be conveyed to the Township,
  - (a) The Owner shall supply the Township with a comprehensive liability insurance policy in form satisfactory to the Township, holding the Township, its servants or agents, harmless for claims for damages, injury or otherwise in connection with the work done by the Owner, its servants or agents in or adjacent to the lands to be developed under this Agreement in the amount of Five Million (\$5,000,000.00) Dollars inclusive. The Township is to be named as an insured in the said policy.
  - (b) The Owner shall, upon the earlier of (a) commencing any works on the Lands, or (b) applying for a building permit, supply the Township with cash or a Letter of Credit (the "security") in form satisfactory to the Chief Administrative Officer (CAO) and in an amount determined by the CAO, sufficiently guaranteeing the satisfactory completion of the site works on Township property described in or contemplated by this Agreement and further guaranteeing the workmanship and materials and the repair of all damage to works or facilities required by this Agreement for a period of one (1) year from the date that such works are constructed receive written approval from the Township Engineer. The security must further guarantee payment to the Township of all inspection or other costs that the Township may incur as a result of this Agreement. When the work is completed to the satisfaction of the Township Engineer, the Letter of Credit may be reduced to an amount equal to Ten (10%) per cent of the original amount determined by the Township Engineer for each phase and shall not be further reduced until the Township Engineer has approved the works at the end of the said one (1) year period.
12. In the event works are to be performed by the Owner, its servants or its agents on lands other than lands owned by the Township, the Owner shall:

- a) provide the Township with, prior to the execution of this Agreement by the Township, a letter of credit or other satisfactory security in an amount equal to 50% to a maximum of \$50,000 of the cost of works and facilities relating to storm drainage, surface treatment of parking areas, landscaping, buffer strips, fencing, grading, curbing and similar physical improvement works.
- b) complete the said works and facilities within a period of one (1) year from the date of issuance of a building permit, or within one (1) year of the execution of this agreement by the Township if no building permit is required by the development provided for herein, and provide satisfactory proof of completion of the said works including survey, engineering, architectural (including landscape architect where required), or another professional certification, at the owner's sole expense.
- c) Upon failure of the owner to complete the said works and facilities within the said one year period, the Township may draw on the said letter of credit or other satisfactory security, such amount or amounts as may be required to pay for the work done or to be done pursuant to the provisions of this section and the Township and/or its authorized agents are hereby authorized to enter upon the lands to perform the said works and facilities.

Section 427 of the Municipal Act, S.O. 2001, c. 25, as amended, applies to this Agreement and in the event the Owner fails to perform the works and facilities required to be done herein, such works and facilities may be done by the Township at the Owner's expense and the Township may recover the expense in doing so by action or the same may be recovered in like manner as municipal taxes

- 13. The Owner shall grade the lands and maintain the grading elevations in order to provide for surface drainage which shall be as provided for in the Site Plan. The Owner shall not use or cause or permit to be used any new construction on the lands until after an as-built grading survey has been provided and a professional engineer or architect has given Township, at the Owner's expense, a letter of compliance for grading and drainage and Storm Water Management and signed by the engineer or architect certifying that all services, structures, works and facilities on or in the said lands which fall within the provisions of Section 41 of the Act and are required for this development by the Site Plan and this Agreement and not contained within a building, have been installed and completed in a manner satisfactory to the engineer or architect.
- 14. The Owner is responsible for dust control of all dust resulting from the development, whenever necessary. To eliminate dust, the owner may be required to apply dust suppressants, covering stock piles of top soil with tarps or applying ground cover to the areas that have been stripped and left undeveloped at the direction of the Township.
- 15. The Township and Owner agree that the Owner may choose to develop the lands in phases and in accordance with the approved phasing plan, as shown on the approved Site Plans. In such case, the Owner agrees as follows:
  - (a) that the Owner will not apply for nor will the Township be obligated to issue a building permit for such phase(s) until the provisions of this section have been complied with and the Owner has provided evidence that servicing capacity is available to accommodate the particular development phase, to the satisfaction of the Township;
  - (b) that the Owner shall submit to the Township for review and approval proper plans and specifications showing the works and facilities required for site plan approval of each phase;
  - (c) that the Owner shall provide to the Township a letter of credit or other satisfactory security in an amount to be determined by the CAO or CBO, and the provisions of this Agreement shall apply to such security with

respect to such phase(s):

(d) that the provisions of this Agreement shall apply to all such phases.

16. This Agreement shall be registered against title to the Lands at the Owner's expense. It is understood and agreed that, after this Agreement has been registered against title, it shall not be released by the Township. After all terms and conditions of this Agreement have been complied with to the satisfaction of the Township, the Township, upon request and at the Owner's expense, shall issue a Certificate of Compliance certifying compliance with this Agreement to the date of the Certificate.
17. The Owner hereby grants to the Township, its servants, agents and contractors a license to enter onto the Lands and into structures for the purpose of inspecting the works and the Lands or for any other purpose pursuant to the rights of the Township under this Agreement.
18. The Owner shall obtain from all mortgagees, charges and other persons having an interest in the Lands a postponement of their respective interests to this Agreement in a form satisfactory to the Township and said postponement(s) shall be registered against title to the Lands at the expense of the Owner so that this Agreement shall have priority over all other interests registered against the Lands. The Owner acknowledges and agrees that the site plan approval in respect of the Lands shall be conditional upon obtaining the above postponement documents and registering them against title to the Lands.
19. The covenants, agreements, conditions and understandings set out herein and in Schedules "B" hereto, which form part of this Agreement, shall run with the Lands and shall enure to the benefit of and be binding upon the parties hereto and their heirs, executors, administrators, successors and assigns, as the case may be.
20. Nothing in this Agreement constitutes a waiver of the Owner's duty to comply with any By-law of the Township or any other law.

THIS AGREEMENT is executed by the Township this 23<sup>rd</sup> day of December, 2019.

**THE CORPORATION OF  
THE TOWNSHIP OF WELLINGTON NORTH**

Per:



Michael Givens – Chief Administrative Officer  
I have authority to bind the corporation.

THIS AGREEMENT is executed by the owner this 23<sup>rd</sup> day of December, 2019.

**CORPORATION**

Per:



NAME: Carlos Domingos  
TITLE: Vice President

I have authority to bind the corporation.

**SCHEDULE "A"****Approved Plan and Drawings**

<b>Document Number</b>	<b>Document Name</b>	<b>Last Revision Date</b>	<b>Prepared By</b>
A1.1	Main Floor Plan	November 22, 2019	Tacoma Engineers
A1.2	Roof Plan	November 22, 2019	Tacoma Engineers
A2.0	Elevations	November 22, 2019	Tacoma Engineers
	Lot Development Plan	November 21, 2019	Van Harten Surveying Inc.
	Geotechnical Investigation	November 8, 2019	CMT Engineering Inc.

**SCHEDULE "B"****Site Specific Requirements**

The provisions set out in this Schedule are site specific requirements that relate to the Lands. This Schedule shall be read in conjunction with the provisions of the main body of this Agreement, but to the extent that there is any inconsistency or conflict between the two sets of provisions, the following terms of this Schedule shall prevail.

- THAT future severances shall not be permitted prior to the owner submitting a stormwater management review to the Townships satisfaction.



**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of January 13, 2020  
**From:** Tammy Pringle, Development Clerk  
**Subject:** DC2020-002, Consent Application B84-19 (Christopher & Tanja Checkley)

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2020-002 being a report on Consent Application B84-19 known as Part Lot 31, Concession 4, former Township of West Garafraxa.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B84-19 as presented with the following conditions:

- **THAT** Payment be made of the fee of \$130.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;
- **THAT** the purchaser take title to the severed lands in the same manner as they hold their abutting land;
- **THAT** Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent;
- **THAT** the owner enter into an agreement apportioning future maintenance costs on the Caudle Drain Branch "L" watershed; and
- **THAT** the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment of the above mentioned drain.

**AND FURTHER THAT** Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A



<b>BACKGROUND</b>
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The subject property is geographically known as 7413 Third Line, Arthur;

Proposed lot line adjustment is 0.19 hectares with no frontage to be added to abutting rural residential lot – John, David & Renee Cox.

Retained parcel is 37 hectares with 555m frontage, existing and proposed agricultural use with existing solar panel.

<b>FINANCIAL CONSIDERATIONS</b>
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The municipality will realize \$130.00 in clearance fees.

<b>ATTACHMENTS</b>
--------------------

- APPENDIX A:
  - Severance Sketch, Part of Lot 31, Concession 4, Geographic Township of West Garafraxa.
- APPENDIX B:
  - Michelle Innocente, Senior Planner  
Planning and Development Department, County of Wellington: Report

<b>STRATEGIC PLAN 2019 – 2022</b>
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Do the report's recommendations align with our Strategic Areas of Focus?

Yes
  No
  N/A

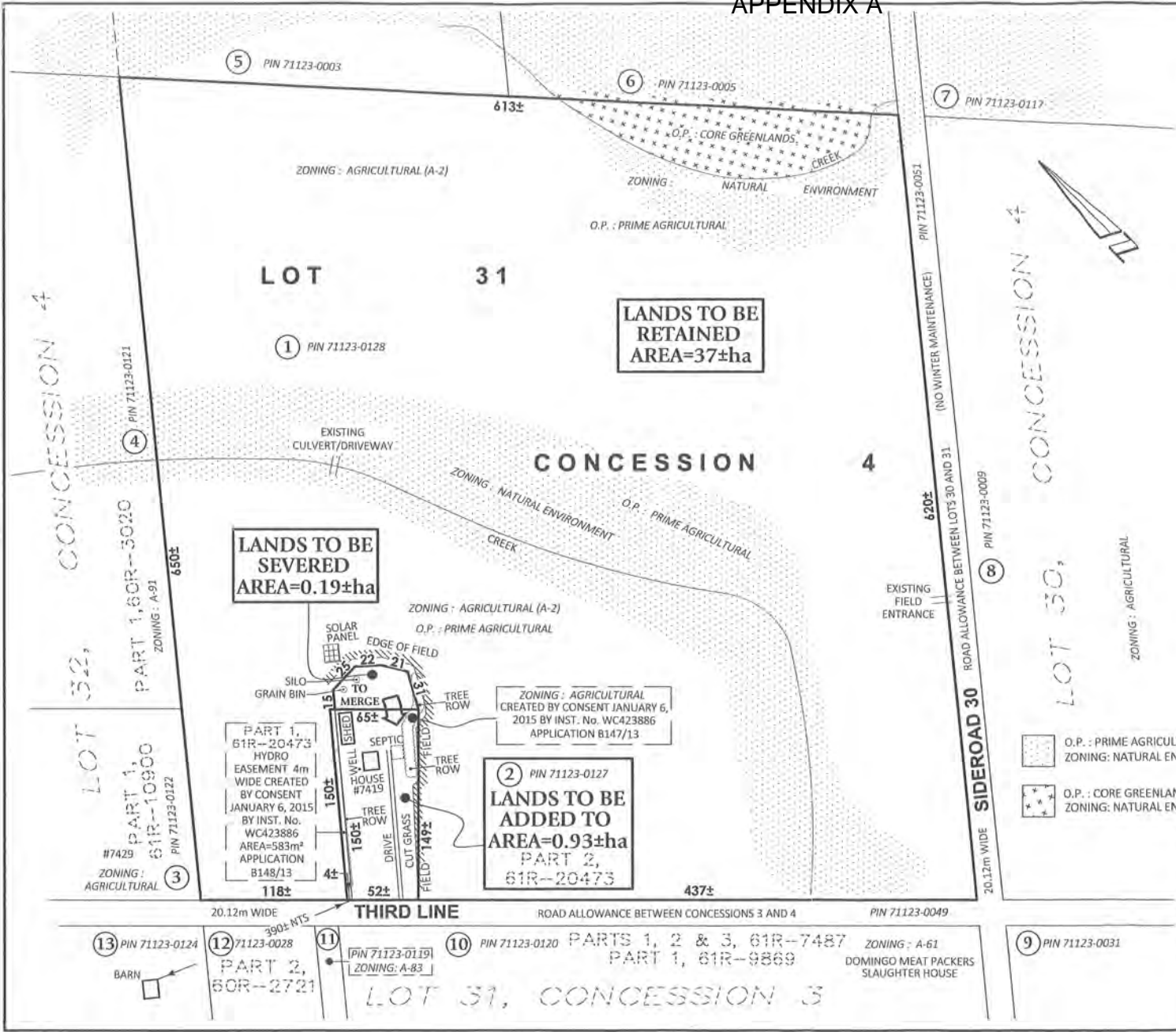
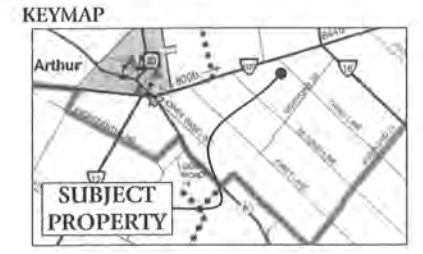
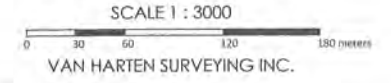
Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
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<b>Recommended By:</b>	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>
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**SEVERANCE SKETCH**  
 PART OF LOT 31, CONCESSION 4  
 GEOGRAPHIC TOWNSHIP OF WEST GARAFRAXA  
 TOWNSHIP OF WELLINGTON NORTH  
 COUNTY OF WELLINGTON



**LANDS TO BE  
 RETAINED  
 AREA=37±ha**

**LANDS TO BE  
 SEVERED  
 AREA=0.19±ha**

**LANDS TO BE  
 ADDED TO  
 AREA=0.93±ha  
 PART 2,  
 61R-20473**

- NOTES:**
1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
  2. SUBJECT LANDS ARE ZONED AGRICULTURAL, AGRICULTURAL (A-2) AND NATURAL ENVIRONMENT.
  3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF PRIME AGRICULTURAL AND CORE GREENLANDS.
  4. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
  5. DIMENSIONS ON THIS SKETCH ARE APPROXIMATE AND HAVE NOT BEEN VERIFIED BY SURVEY.
  6. SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS.
  7. NTS DENOTES NOT TO SCALE

THIS SKETCH WAS PREPARED  
 ON THE 2nd DAY OF DECEMBER 2019

*Jeffrey E. Buisman*  
 JEFFREY E. BUISMAN  
 ONTARIO LAND SURVEYOR

**Van Harten**  
 SURVEYING INC.  
 LAND SURVEYORS and ENGINEERS

Kitchener Ph: 519-742-8371	Guelph Ph: 519-821-2763	Orangeville Ph: 519-940-4110
www.vanharten.com		info@vanharten.com
DRAWN BY: ARN	CHECKED BY: JEB	PROJECT No. 27608-19
Dec 2, 2019-2:46:12 PM		
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<b>Application</b>	B84/19
<b>Location</b>	Part Lot 31, Concession 4 TOWNSHIP OF WELLINGTON NORTH (West Garafraxa)
<b>Applicant/Owner</b>	Christopher & Tanja Checkley

**PRELIMINARY PLANNING OPINION:** This application for lot line adjustment would sever a vacant 0.19 ha (0.47 ac) agricultural parcel in the Prime Agricultural Area to be merged with the abutting rural residential lot. A 37 ha (91 ac) parcel would be retained with agricultural use (including existing solar panel).

The vacant 0.19 ha (0.47 ac) area is not currently used for agricultural purposes.

This application is consistent with Provincial Policy and generally conforms to the Official Plan. We have no concerns provided that the following matters are addressed as conditions of approval:

- a) That the purchaser take title to the severed lands in the same manner as they hold their abutting land; and,
- b) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent.

**A PLACE TO GROW:**

The Growth Plan for the Greater Golden Horseshoe, 2019, came into effect on May 16, 2019. All planning decisions are required to conform with the Growth Plan.

**PROVINCIAL POLICY STATEMENT (PPS):** No issues.

**WELLINGTON COUNTY OFFICIAL PLAN** The subject property is designated PRIME AGRICULTURAL. According to section 10.3.5 lot line adjustments may be permitted for legal or technical reasons, such as easements, correction of deeds, quit claims, and minor boundary adjustments in the Prime Agricultural Area. Lot line adjustments may also be permitted where no adverse effect on agriculture will occur where:

- Two abutting farms are merged and an existing farm residence is made surplus to the resulting enlarged farm parcel;
- More viable agricultural operations will result;
- An undersized lot is made useable given the requirement for appropriate sewer and water systems.

Lot line adjustments are deemed not to create new lots for the purpose of this plan.


The applicant is proposing to sever a 0.19 ha (0.47 ac) agricultural parcel to be merged with the abutting rural residential parcel at 7419 Third Line. These properties were the subject of a previous consent application B148/13, a surplus farm dwelling severance, which created the rural residential property at 7419 Third Line. The original intent was to convert the subject 0.19 ha (0.49 ac) land area to field, however this proved to be impractical for agricultural purposes and as such, this current application seeks to merge these lands with the rural residential parcel.

The matters under Section 10.1.3 were also considered.

**WELL HEAD PROTECTION AREA:** The subject property is not located within a WHPA.

**LOCAL ZONING BY-LAW:** The subject property is currently zoned Agricultural (A), Agricultural (A-2) and Natural Environment (NE) zones. The severed and retained lands comply with the minimum lot area and frontage requirements of the zoning by-law.

**SITE VISIT INFORMATION:** A site visit has not yet been completed.

  
 Michelle Innocente, Senior Planner  
 January 6, 2020



## Staff Report

**To:** Mayor and Members of Council Meeting of January 13, 2020  
**From:** Tammy Pringle, Development Clerk  
**Subject:** DC2020-003, Consent Application B90-19 (Darryl & Anita Burnette Ltd.)

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2020-003 being a report on Consent Application B90-19 known as Part Lot 14, Concessions 3 & 4, former Township of West Luther.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B90-19 as presented with the following conditions:

- **THAT** Payment be made of the fee of \$130.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** a Parkland dedication fee be paid (\$1,000/lot or part lot created, in 2020);
- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;
- **THAT** servicing can be accommodated on the site to the satisfaction of the local municipality and;
- **THAT** safe driveway access can be provided to the severed lot to the satisfaction of the local municipality;

**AND FURTHER THAT** Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

The subject property is geographically known as 8625 Line 4 & 8604 Line 2 in the former Township of West Luther. These two properties have been registered as one;

Proposed severance is 39 hectares with 296m frontage (Parcel B on sketch), existing and proposed agricultural use.

Retained parcel is 38 hectares with 234m frontage existing and proposed agricultural use (Parcel A on sketch).

<b>FINANCIAL CONSIDERATIONS</b>
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The municipality will realize \$1,130.00 in parkland dedication fees and clearance fees.

<b>ATTACHMENTS</b>
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- APPENDIX A:
  - Severance Sketch, Part of Lot 14, Concession 3, Geographic Township of West Luther.
- APPENDIX B:
  - Michelle Innocente, Senior Planner  
Planning and Development Department, County of Wellington: Report

<b>STRATEGIC PLAN 2019 – 2022</b>
-----------------------------------

Do the report's recommendations align with our Strategic Areas of Focus?

Yes
  No
  N/A

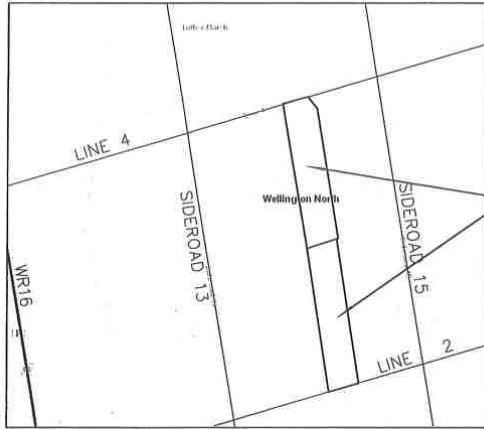
Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
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<b>Recommended By:</b>	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>
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KEY MAP



SUBJECT PROPERTIES



SKETCH FOR SEVERANCE APPLICATION  
 PART OF LOT 14, CONCESSION 4 AND  
 PART OF LOT 14, CONCESSION 3  
 GEOGRAPHIC TOWNSHIP OF WEST LUTHER  
 TOWNSHIP OF WELLINGTON NORTH  
 COUNTY OF WELLINGTON

J. R. FINNIE O.L.S.  
 SCALE 1:10,000 METRIC  
 0 100 200 300 400 METRES



METRIC

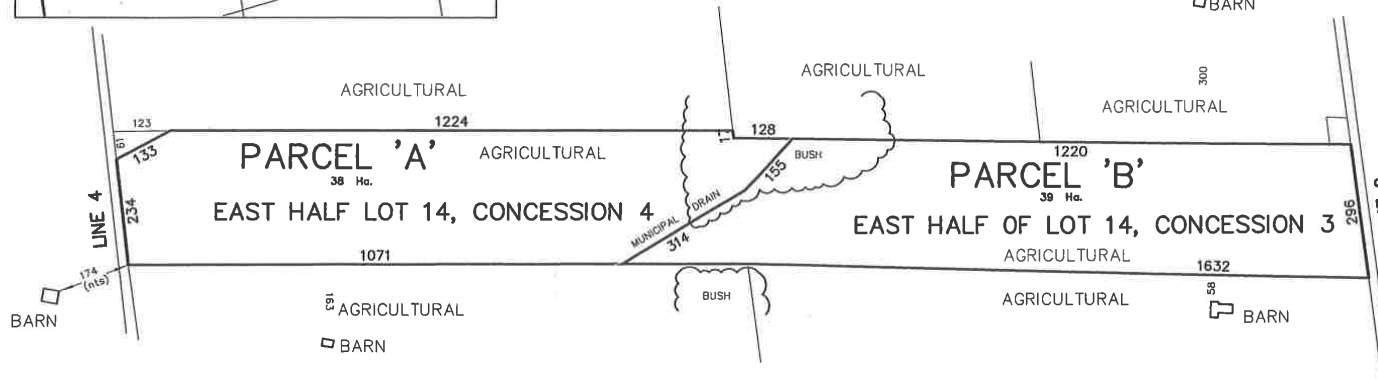
DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES

INFORMATION ON THIS PLAN COMPILED FROM ONTARIO BASE MAPPING, COUNTY OF WELLINGTON AERIAL PHOTOGRAPHY AND REGISTRY OFFICE DATA.

NTS DENOTES NOT TO SCALE

□ BARN



CLIENT: BURNETT FARMS

**J. R. FINNIE**  
 ONTARIO LAND SURVEYOR  
 BOX 31, ERIN ON NOB 1T0

PH (519) 833-2380 FAX (519) 833-0208  
 EMAIL : rfinnie@jrfinnie.com  
 www.jrfinnie.com

CAUTION

THIS IS NOT A PLAN OF SURVEY AND SHALL ONLY BE USED FOR THE PURPOSE INDICATED IN THE TITLE BLOCK.



<b>Application</b>	B90/19
<b>Location</b>	Part Lot 14, Concession 3 & 4 TOWNSHIP OF WELLINGTON NORTH (West Luther)
<b>Applicant/Owner</b>	Darryl & Anita Burnett Ltd.

**PRELIMINARY PLANNING OPINION:** This application would sever a vacant 39 ha (96 ac) agricultural parcel in the Prime Agricultural Area. A vacant 38 ha (94 ac) parcel would be retained.

This application proposes to split an 87 ha (215 ac) farm parcel along the existing municipal drain in the Prime Agricultural Area. The subject property contains a wetland that is centrally located. The proposed consent application would locate the wetland within the 38 ha (94 ac) parcel.

The Growth Plan however does not permit development, including lot creation, within close proximity to wetlands (less than 30 metres). Therefore, the proposed farm-split is not consistent with Provincial Policy and the County Plan.

It should be noted that the applicant has indicated that the parcel was recently two separate farms that inadvertently merged as the owner took title in the same name.

If this application is approved, we would request that the following be made conditions of approval:

- a) That any concerns of the Conservation Authority can be adequately addressed;
- b) That servicing can be accommodated on the site to the satisfaction of the local municipality; and
- c) That safe driveway access can be provided to the severed lot to the satisfaction of the local municipality.

#### **A PLACE TO GROW:**

The Growth Plan for the Greater Golden Horseshoe, 2019, came into effect on May 16, 2019. Based on the survey sketch submitted, the proposed new farm parcel will have a setback of less than 30 metres from the wetland (Key Hydrological Feature) that is located centrally on the subject lands. The Growth Plan requires that a minimum 30 metre setback from the wetland be maintained to any new development.

**PROVINCIAL POLICY STATEMENT (PPS):** New lots in the Prime Agricultural areas are discouraged and may only be permitted for agricultural uses, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations (Section 2.3.4.1.a).

Regarding Minimum Distance Separation, the MDS Guidelines recognize that where a larger lot is created, a suitable location must be identified for a 1 hectare building envelope outside of the MDS 1 setback. Given the size of the severed parcel, we are satisfied that there is sufficient space to site a 1 hectare building envelope or larger in compliance with MDS 1.

**WELLINGTON COUNTY OFFICIAL PLAN** The subject property is designated PRIME AGRICULTURAL, CORE GREENLANDS and GREENLANDS. The Core Greenlands designation protects a wetland and flood plane, and the Greenlands designation protects the significant wooded area. Section 10.3.2 of the Official Plan provides policy direction for agricultural lot creation in Prime Agricultural areas. New Lots for agricultural operation will normally be a minimum of 35 hectares in size. Both the severed and retained lots meet the minimum size.

The matters under Section 10.1.3 were also considered. As noted above, the subject application is not consistent with provincial policy, specifically the Growth Plan, as the proposed farm-split would locate a new lot less than 30 metres from a wetland and therefore the proposal is not consistent with Section 10.1.3(p) of the Official Plan which requires that provincial legislation and policies be met.

**WELL HEAD PROTECTION AREA:** The subject property is not located within a WHPA.

**LOCAL ZONING BY-LAW:** The subject property is currently zoned Agricultural (A) and Natural Environment (NE) zone. The severed and retained lands comply with the minimum lot area and frontage requirements of the zoning by-law.



**Page 2**

**SITE VISIT INFORMATION:** A site visit has not yet been completed.

A handwritten signature in blue ink, appearing to read "Michelle Innocente".

Michelle Innocente, Senior Planner  
January 7, 2020



1/07/20

**Township of Wellington North**  
**CHEQUE DISTRIBUTION REPORT**  
**Payables Management**

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Cheque Number		75203 to 75349	
Cheque Number	Cheque Date	Vendor Name	Cheque Amount
75203	12/12/19	ACE, Accent Electronic Control	\$565.00
75204	12/12/19	Agrisan SC Pharma	\$3,717.99
75205	12/12/19	ALS Canada Ltd.	\$250.86
75206	12/12/19	ALS Laboratory Group	\$1,112.70
75207	12/12/19	Arthur Chrysler Dodge Jeep Lim	\$284.93
75208	12/12/19	Arthur Home Hardware Building	\$447.94
75209	12/12/19	Balanced Breath Studio	\$226.00
75210	12/12/19	B.C. Construction	\$43,294.82
75211	12/12/19	Bell Canada3	\$784.73
75212	12/12/19	BELLAMY CONTRACTING SERVICES L	\$16,272.00
75213	12/12/19	Bell Mobility	\$1,883.26
75214	12/12/19	Bender Construction Ltd.	\$24,225.00
75215	12/12/19	Broadline Equipment Rental Ltd	\$196.74
75216	12/12/19	Canada's Finest Coffee	\$352.43
75217	12/12/19	CARQUEST Arthur Inc.	\$328.75
75218	12/12/19	Chalmers Fuels Inc	\$2,187.71
75219	12/12/19	Cole Engineering	\$3,616.00
75220	12/12/19	Corporate Express	\$6,668.33
75221	12/12/19	Country Creations of Mt Forest	\$62.15
75222	12/12/19	County of Wellington	\$8,995.07
75223	12/12/19	Canadian Union of Public Emplo	\$1,671.04
75224	12/12/19		\$2,164.52
75225	12/12/19	Dave's Auto Body	\$6,535.25
75226	12/12/19	DeBoer's Equipment	\$205.86
75227	12/12/19	Decker's Tire Service	\$5,513.66
75228	12/12/19	FERGUSON, LEVERNE	\$63,472.04
75229	12/12/19	Fire Marshal's Public Fire Saf	\$496.25
75230	12/12/19	FOXTON FUELS LIMITED	\$938.97
75231	12/12/19	Grey County Fire Chiefs Air Li	\$1,200.00
75232	12/12/19	Hartman Electronics & Comm	\$1,231.42
75233	12/12/19	Hort Manufacturing (1986) Ltd.	\$83.28
75234	12/12/19	Hydro One Networks Inc.	\$57.44
75235	12/12/19	Ideal Supply Inc.	\$330.62
75236	12/12/19	Jim's Auto Service	\$90.40
75237	12/12/19	J J McLellan & Son	\$7.05
75238	12/12/19	KORE Mechanical Inc.	\$4,472.79
75239	12/12/19	Kwik Snaks Ltd	\$386.69
75240	12/12/19	Marquardt Farm Drainage Ltd	\$572.77
75241	12/12/19		\$183.00
75242	12/12/19	McGill Plumbing, Heating & Air	\$79.10

Cheque Number	Cheque Date	Vendor Name	Cheque Amount
75243	12/12/19		\$405.60
75244	12/12/19	Minister of Finance Tile Drain	\$3,559.74
75245	12/12/19	Minister of Finance - Licences	\$11,289.00
75246	12/12/19	Moorefield Excavating Limited	\$555,168.42
75247	12/12/19	North Wellington Co-op Service	\$656.91
75248	12/12/19	Officer's Auto Care Inc.	\$369.11
75249	12/12/19	Ont Mun Employee Retirement	\$44,377.44
75250	12/12/19	Ont Clean Water Agency	\$70,487.78
75251	12/12/19	PETRO-CANADA	\$3,606.58
75252	12/12/19	Premier Equipment Ltd.	\$939.85
75253	12/12/19	Pryde Truck Service Ltd.	\$11,860.58
75254	12/12/19	Purolator Inc.	\$18.05
75255	12/12/19		\$991.60
75256	12/12/19	R&R Pet Paradise	\$4,527.44
75257	12/12/19	Reeves Construction Ltd	\$13,857.60
75258	12/12/19		\$95.87
75259	12/12/19	Riley Manufacturing	\$1,240.70
75260	12/12/19		\$184.00
75261	12/12/19	Royal Bank Visa	\$176.11
75262	12/12/19	Sanigear	\$973.95
75263	12/12/19	Saunders Linda	\$1,170.00
75264	12/12/19	SGS Canada Inc.	\$1,784.27
75265	12/12/19	Shred All Ltd.	\$67.80
75266	12/12/19	Sterling Backcheck	\$365.84
75267	12/12/19	Suncor Energy Inc.	\$9,975.53
75268	12/12/19	Terryberry	\$358.42
75269	12/12/19	Twp of Wellington North	\$867.86
75270	12/12/19	Viking Cives Ltd	\$98.31
75271	12/12/19	Walco Equipment Ltd.	\$1,266.02
75272	12/12/19		\$34.58
75273	12/12/19	Wellington Advertiser	\$364.43
75274	12/12/19	Wellington North Power	\$108,538.38
75275	12/12/19	Wightman Telecom Ltd.	\$135.76
75276	12/12/19	Young's Home Hardware Bldg Cen	\$316.48
75277	12/17/19		\$3,238.10
75278	12/17/19	Receiver General	\$998.00
75279	12/19/19	2692124 Ontario Inc	\$987.69
75280	12/19/19	ACE, Accent Electronic Control	\$1,356.00
75281	12/19/19	ADS Fire Service Pro Inc.	\$8,719.08
75282	12/19/19		\$3,000.00
75283	12/19/19		\$1,900.00
75284	12/19/19	Arthur Foodland	\$99.61
75285	12/19/19	Arthur Home Hardware Building	\$240.51
75286	12/19/19	ARTHURS FUEL	\$824.29
75287	12/19/19	B & L Farm Service Ltd.	\$3,729.00
75288	12/19/19	Barclay Wholesale	\$201.15

<b>Cheque Number</b>	<b>Cheque Date</b>	<b>Vendor Name</b>	<b>Cheque Amount</b>
75289	12/19/19	Bell Canada Box 1550	\$17.10
75290	12/19/19	B M Ross and Associates	\$22,599.11
75291	12/19/19	Broadline Equipment Rental Ltd	\$279.11
75292	12/19/19		\$150.00
75293	12/19/19		\$699.13
75294	12/19/19	Canada's Finest Coffee	\$167.00
75295	12/19/19	CARQUEST Arthur Inc.	\$285.29
75296	12/19/19	Chalmers Fuels Inc	\$2,924.71
75297	12/19/19	CIMA Canada Inc.	\$40,609.10
75298	12/19/19	CMT Engineering Inc.	\$2,371.31
75299	12/19/19	County of Wellington	\$113.00
75300	12/19/19	E Cox Sanitation	\$89.84
75301	12/19/19		\$150.00
75302	12/19/19	Frey Communications	\$1,971.50
75303	12/19/19	H Bye Construction Limited	\$18,046.61
75304	12/19/19	Hydro One Networks Inc.	\$918.47
75305	12/19/19	Ideal Supply Inc.	\$366.28
75306	12/19/19	International Trade Specialist	\$120.83
75307	12/19/19	Jeff's Oil Burner Service & Ch	\$129.95
75308	12/19/19		\$237.00
75309	12/19/19	Kenstruct	\$805.24
75310	12/19/19	Kronos Canadian Systems Inc.	\$1,130.01
75311	12/19/19	Kwik Snaks Ltd	\$1,669.79
75312	12/19/19	Leslie Emergency Vehicles Ltd.	\$103.45
75313	12/19/19	Letco Limited	\$13,546.21
75314	12/19/19	M & L Supply	\$3,380.01
75315	12/19/19	Maple Lane Farm Service Inc.	\$408.70
75316	12/19/19	Martins TLC	\$587.60
75317	12/19/19	Mount Forest Foodland	\$192.41
75318	12/19/19	Minto Truck Centre (Formerly B	\$1,101.61
75319	12/19/19		\$275.00
75320	12/19/19	Municipality of North Perth	\$696.75
75321	12/19/19	NORTH SHORE DISTRIBUTING	\$661.54
75322	12/19/19	North Wellington Co-op Service	\$1,375.26
75323	12/19/19	Ont Mun Water Association	\$282.50
75324	12/19/19	Ontario One Call	\$266.96
75325	12/19/19	Owen Sound Highway Maintenance	\$20,501.21
75326	12/19/19	PACKET WORKS	\$226.00
75327	12/19/19	Premier Equipment Ltd.	\$72,237.51
75328	12/19/19		\$62.52
75329	12/19/19	Print One	\$150.74
75330	12/19/19	R&R Pet Paradise	\$4,527.44
75331	12/19/19	Reeves Construction Ltd	\$30,002.12
75332	12/19/19		\$112.50
75333	12/19/19	ROBERTS FARM EQUIPMENT	\$1,377.72
75334	12/19/19		\$406.49

<b>Cheque Number</b>	<b>Cheque Date</b>	<b>Vendor Name</b>	<b>Cheque Amount</b>
75335	12/19/19		\$22.32
75336	12/19/19	Stacey Palen Services	\$2,254.35
75337	12/19/19	Suncor Energy Inc.	\$7,999.65
75338	12/19/19	Telizon Inc.	\$760.94
75339	12/19/19	Turris Sites Development Corp.	\$63.55
75340	12/19/19	Union Gas	\$405.05
75341	12/19/19	Valley Blades Limited	\$3,410.66
75342	12/19/19	Viking Cives Ltd	\$515.63
75343	12/19/19	Waste Management	\$10.17
75344	12/19/19	Wellington Condo Corp #64	\$452.00
75345	12/19/19	Wellington North Power	\$74,587.38
75346	12/19/19	Wightman Telecom Ltd.	\$266.01
75347	12/19/19	Young's Home Hardware Bldg Cen	\$1,315.37
75348	12/24/19	Reeves Peter and Mary	\$99,000.00
75349	1/02/20	Ont Mun Employee Retirement	\$5,625.83
		<b>TOTAL:</b>	<b>\$1,525,609.54</b>



## WELLINGTON NORTH

SEMPER PORRO

# Staff Report

**To:** Mayor and Members of Council  
Meeting of January 13, 2020

**From:** Adam McNabb, Director of Finance

**Subject:** Report TR2020-01 Being a report on the Ministry of Municipal Affairs and Housing Financial Indicator Template Review

### RECOMMENDATION

**THAT** Report TR 2020-01 being a report on the Ministry of Municipal Affairs and Housing Financial Indicator Review be received for information.

### PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS

N/A

### BACKGROUND

The Ministry of Municipal Affairs and Housing reviews each municipality's financial performance through the use of key financial indicators in relation to established provincial thresholds.

The indicators have been grouped according to two categories, Sustainability and Flexibility. These groupings align the indicators with the Public Sector Accounting Boards definitions. The indicators have also been updated to become more representative of the Township's overall financial situation.

Financial indicators are an important but incomplete litmus test of municipal financial health.

Full report attached herein for council consideration.

### FINANCIAL CONSIDERATIONS

When looking at the Township of Wellington North, all indicators are a "Low" challenge except for "Asset Consumption Ratio" and "Debt Servicing Cost as a % of Total Revenues", which are currently rated as "Moderate" challenge – similar to that of prior year.

Based on my review, I interpret these 'Moderate challenge' results as follows:

**Asset Consumption Ratio** – This is a ratio which effectively measures the age of the municipality's physical assets. This indicates that the Township of Wellington North's asset

base is older compared to other southern, lower tier counties of rural majority. While TWN's ratio is currently at 54.4%, against an average of 45.9%, it should be noted that these metrics are solely based on closing amortization against cost. Both measures which are predicated on the PSAB 3150 requirements of 2009 and indexed / amortized accordingly, thus should not be taken as definitive, but merely an estimate. There is a significant amount of work to be done relative to our asset management and long-term financial reporting (by way of assessments and valuations) that will result in more credible metrics downstream.

**Debt Servicing Cost** – This is a measure that indicates how past borrowings encumber usage of current year budget revenues. The Township of Wellington North is currently sitting at 8.4% compared to an average of 3.1%. Current debt servicing costs are directly correlated to borrowings to support the construction of the Mount Forest Sewage Plant and Arena facilities which represent an annual draw (2018) on operating revenues north of \$1,650,000. Looking forward, there is one remaining principal payment of significance forecasted in 2020 that when issued without exercising the refundable option, will perpetuate this metric in the short term; however, the expectation would be (all things being equal), that this metric would be improved by 2021.

**Other items to consider – Top 20 in '20 initiatives correlated to the above commentary:**

Item # 6 – Development of a county-wide coordinated investment strategy and management approach – potential to offset debt servicing costs.

Item # 16 – Establish county-wide Asset Management service delivery approach – potential to have an impact on asset consumption ratio, and long-term financial planning for the Township.

<b>ATTACHMENTS</b>
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2018 Financial Information Review conducted by MMAH.

<b>STRATEGIC PLAN 2019 – 2022</b>
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Do the report's recommendations align with our Strategic Areas of Focus?

Yes                       No                       N/A

Which priority does this report support?

Modernization and Efficiency                       Partnerships  
 Municipal Infrastructure                       Alignment and Integration

<b>Prepared By:</b>	Adam McNabb, Director of Finance	<i>Adam McNabb</i>
<b>Recommended By:</b>	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

# FINANCIAL INDICATOR REVIEW

(Based on 2018 Financial Information Return)

## Wellington North Tp

Date Prepared:	31-Dec-19	2018 Households:	4,790	Median Household Income:	63,712
MSO Office:	Western	2018 Population:	12,610	Taxable Residential Assessment as a	
Prepared By:	TWR	2019 MFCI Index:	5.2	% of Total Taxable Assessment:	67.2%
Tier:	LT			Own Purpose Taxation:	7,380,830

## SUSTAINABILITY INDICATORS

Indicator	Ranges	Actuals	South - LT - Counties - Rural		Level of Risk	
			Median	Average		
Total Taxes Receivable less Allowance for Uncollectibles as a % of Total Taxes Levied	Low: < 10% Mod: 10% to 15% High: > 15%	2014	8.7%	10.5%	11.5%	LOW
		2015	7.5%	10.1%	10.8%	LOW
		2016	7.9%	9.2%	10.3%	LOW
		2017	8.0%	8.6%	9.8%	LOW
		2018	5.1%	7.7%	8.9%	LOW
Net Financial Assets or Net Debt as % of Own Source Revenues	Low: > -50% Mod: -50% to -100% High: < -100%	2014	83.4%	30.1%	27.0%	LOW
		2015	103.3%	31.8%	30.2%	LOW
		2016	123.7%	38.6%	36.3%	LOW
		2017	138.8%	47.2%	40.1%	LOW
		2018	152.5%	40.1%	40.3%	LOW
Total Reserves and Discretionary Reserve Funds as a % of Municipal Expenses	Low: > 20% Mod: 10% to 20% High: < 10%	2014	109.4%	52.3%	57.8%	LOW
		2015	110.4%	54.7%	61.2%	LOW
		2016	109.5%	58.9%	65.2%	LOW
		2017	108.8%	61.9%	68.6%	LOW
		2018	127.5%	62.0%	70.8%	LOW
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	Low: > 0.5:1 Mod: 0.5:1 to 0.25:1 High: < 0.25:1	2014	8.54:1	3.15:1	4.28:1	LOW
		2015	8.39:1	3.02:1	4.24:1	LOW
		2016	8.53:1	3.25:1	4.25:1	LOW
		2017	9.22:1	3.24:1	4.59:1	LOW
		2018	7.77:1	3.29:1	4.7:1	LOW

## FLEXIBILITY INDICATORS

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)	Low: < 5% Mod: 5% to 10% High: >10%	2014	10.2%	3.0%	3.6%	HIGH
		2015	8.5%	2.4%	3.4%	MODERATE
		2016	8.1%	2.6%	3.3%	MODERATE
		2017	8.2%	2.7%	3.3%	MODERATE
		2018	8.4%	2.5%	3.1%	MODERATE
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	Low: < 50% Mod: 50% to 75% High: > 75%	2014	51.0%	40.5%	43.2%	MODERATE
		2015	52.6%	42.0%	44.0%	MODERATE
		2016	53.4%	42.3%	44.7%	MODERATE
		2017	54.2%	43.8%	45.5%	MODERATE
		2018	54.4%	43.7%	45.9%	MODERATE
Annual Surplus / (Deficit) as a % of Own Source Revenues	Low: > -1% Mod: -1% to -30% High: < -30%	2014	9.6%	3.5%	5.0%	LOW
		2015	18.0%	6.0%	9.0%	LOW
		2016	20.3%	8.4%	9.4%	LOW
		2017	16.0%	11.4%	12.8%	LOW
		2018	26.9%	12.5%	14.0%	LOW

\*\*\*\*\*  
 The data and information contained in this document is for informational purposes only. It is not an opinion about a municipality and is not intended to be used on its own - it should be used in conjunction with other financial information and resources available. It may be used, for example, to support a variety of strategic and policy discussions.  
 \*\*\*\*\*

## NOTES

*Financial Information Returns ("FIRs") are a standard set of year-end reports submitted by municipalities to the Province which capture certain financial information. On an annual basis, Ministry staff prepare certain financial indicators for each municipality, based on the information contained in the FIRs. It is important to remember that these financial indicators provide a snapshot at a particular moment in time and should not be considered in isolation, but supported with other relevant information sources. In keeping with our Financial Information Return review process and follow-up, Ministry staff may routinely contact and discuss this information with municipal officials.*

**Supplementary Indicators of Sustainability and Flexibility**

The following is a summary, adapted from the Chartered Professional Accountants of Canada Statement of Recommended Practice (SORP) 4.

- A government (including a municipality) may choose to report supplementary information on financial condition, to expand on and help explain the government's financial statements.
- Supplementary assessment of a government's financial condition needs to consider the elements of sustainability and flexibility.
- Sustainability in this context may be seen as the degree to which a municipality can maintain its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others without inappropriately increasing the debt or tax burden relative to the economy within which it operates.
- Sustainability is an important element to include in an assessment of financial condition because it may help to describe a government's ability to manage its financial and service commitments and debt burden. It may also help to describe the impact that the level of debt could have on service provision.
- Flexibility is the degree to which a government can change its debt or tax level on the economy within which it operates to meet its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others.
- Flexibility provides insights into how a government manages its finances. Increasing taxation or user fees may reduce a municipality's flexibility to respond when adverse circumstances develop if the municipality approaches the limit that citizens and businesses are willing to bear.  
A municipality may temporarily use current borrowing, subject to the requirements set out in the Municipal Act to meet expenses and certain other amounts required in the year, until taxes are collected and other revenues are received. Municipal current borrowing cannot be carried over the long term or converted to long term borrowing except in very limited circumstances.
- For each element of financial condition, the report on indicators of financial condition should include municipality-specific indicators and municipality-related indicators. It may be useful to also include economy-wide information when discussing financial condition.

***Additional Notes on what Financial Indicators may indicate:***

**Total Taxes Receivable less Allowance for Uncollectibles as a % of Total Taxes Levied** - Shows how much of the taxes billed are not collected.

**Net Financial Assets or Net Debt as % of Own Source Revenues** - Indicates how much property tax and user fee revenue is servicing debt.

**Reserves and Reserve Funds as a % of Municipal Expenses** - Indicates how much money is set aside for future needs and contingencies.

**Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)** - Indicates how much cash and liquid investments could be available to cover current obligations.

**Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)** - Indicates how much of each dollar raised in revenue is spent on paying down existing debt.

**Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)** - Indicates how much of the assets' life expectancy has been consumed.

**Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues** - Indicates the municipality's ability to cover its operational costs and have funds available for other purposes (e.g. reserves, debt repayment, etc.)

**The Northern and Rural Municipal Fiscal Circumstances Index (MFCI)** is used by the Ministry of Finance to calculate the "Northern and Rural Fiscal Circumstances Grant" aimed at northern as well as single and lower-tier rural municipalities. The index measures a municipality's fiscal circumstances. The MFCI is determined by six indicators: Weighted Assessment per Household, Median Household Income, Average Annual Change in Assessment (New Construction), Employment Rate, Ratio of Working Age to Dependent Population, and Per Cent of Population Above Low-Income Threshold. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances. (Note: the MFCI index is only available for northern and rural municipalities)



# FINANCIAL INDICATOR REVIEW

090

(Based on 2018 Financial Information Return)

Wellington North Tp

## CALCULATIONS

Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied

SLC 70 0699 01 / (SLC 26 9199 03 - SLC 72 2899 09)

Net Financial Assets or Net Debt as % of Own Source Revenues

SLC 70 9945 01 / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 -  
SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 -  
SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)

Total Reserves and Reserve Funds as a % of Municipal Expenses

(SLC 60 2099 02+SLC 60 2099 03)/(SLC 40 9910 11-SLC 12 9910 03-SLC 12 9910 07)

Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)

SLC 70 0299 01 / (SLC 70 2099 01 + SLC 70 2299 01)

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)

(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 10 9910 01 - SLC 10 1831 01)

Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)

SLC 51 9910 10 / SLC 51 9910 06

Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues

(SLC 10 2099 01 - SLC 10 1831 01) / (SLC 10 9910 01 - SLC 10 0699 01 -  
SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 -  
SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)



## Staff Report

**To:** Mayor and Members of Council Meeting of January 13, 2020

**From:** Matthew Aston, Director of Operations

**Subject:** OPS 2020-001 being a report on a technical update to the Township's drinking water and sanitary servicing plans for Arthur and Mount Forest

### RECOMMENDATION

**THAT** the Council of the Corporation of the Township of Wellington North receive Report OPS 2020-001 being a report on a technical update to the Township's drinking water and sanitary servicing plans for Arthur and Mount Forest;

**AND FURTHER THAT** Council award the contract for technical update to Arthur's drinking water and sanitary servicing plan to Triton Engineering Services Limited with an upset limit of \$28,000 plus applicable taxes, waiving the requirement for a competitive process;

**AND FURTHER THAT** Council award the contract for the technical update to Mount Forest's drinking water and sanitary servicing plan to BM Ross and Associates for an upset limit of \$28,000 plus applicable taxes, waiving the requirement for a competitive process.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

NA

### BACKGROUND

Township's has existing Water and Sanitary Servicing Master Plans for Arthur and Mount Forest which were completed in 2012 and 2011, respectively. Arthur was completed by Triton Engineering Services Limited (Triton) and Mount Forest was completed by BM Ross and Associates (BM Ross). A Master Plan is a detailed assessment and study that includes the completion of a Municipal Class EA and public meetings.

The project recommended in this report is for a technical update, or appendix, to the Township's existing Water and Sanitary Servicing Master Plans which will not include the completion of a Municipal Class EA. Instead, this project will update the technical aspects of the existing Master Plans and determine if the Township's drinking water or sanitary systems are performing, and able to perform consistent with industry guidelines, today and into the foreseeable future. These technical updates will utilize the Township's Community Growth Plan as an input into the project. If an additional water tower, drinking water source well or other major piece of infrastructure is required, it is possible the outcome of these technical updates could lead the Township towards the need for a Municipal Class EA.

The technical update to the drinking water and sanitary servicing plan will include the following components:

1. Confirm and Update System Supply;
2. Confirm and Update Water Usage and Flows;
3. Review and Update Development / Service Area Mapping;
4. Update, Including Future, Hydraulic Models;
5. Prepare Reserve Capacity Calculations for Water System;
6. Prepare Water Storage Capacity Calculations; and
7. Prepare and Report / Appendix Memo.

### FINANCIAL CONSIDERATIONS

In 2019 Council approved a capital project of \$65,000 for an update to the Township's drinking water and sanitary sewer Master Plans. The upset limit provided by Triton and BM Ross is \$56,000 plus applicable taxes.

The Township's procurement policy states-

"The CAO in consultation with Council will determine the most appropriate procedures related to engaging consulting engineers, counseling services, instructors, planners, solicitors, arbitrators and auditors."

"Additionally, Council may waive, by resolution, the application of any part of this by-law in respect of any given procurement."

### ATTACHMENTS

NA

### STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

Yes                       No                       N/A

Which priority does this report support?

Modernization and Efficiency                       Partnerships  
 Municipal Infrastructure                       Alignment and Integration

**Prepared By:** Matthew Aston, Director of Operations

**Recommended By:** Michael Givens, Chief Administrative Officer *Michael Givens*



**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of January 13, 2020  
**From:** Karren Wallace, Director of Legislative Services/Clerk  
**Subject:** CLK 2020-001 being a report on Clerk's Department 2019 year end review

### RECOMMENDATION

**THAT** Council of the Corporation of the Township of Wellington North receive for information Report CLK 2020-001 being a report on Clerk's Department 2019 year end review.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2019-002 being a report on Clerk's Department 2018 year end review  
 CLK 2018-008 being a report on Clerk's Department 2017 year end review  
 CLK 2017-004 being a report on the Clerk's department 2016 year end review  
 CLK 2016-005 Admin & Finance being a report on Clerk's Dept 2015 year end review.

### BACKGROUND

In January 2019, the Clerk's department was comprised of four full time employees including the Director of Legislative Services/Clerk, Deputy Clerk, Administrative Support Coordinator and Receptionist. In the spring of 2019, two long service employees (30 years combined experience) retired within weeks of each other. The impact of the loss of institutional knowledge was significant, however it also afforded an opportunity for realignment of duties and cross training in departments. A new permanent position and a contract position were filled. The shared duties include recreation and administration. It is recognized that at the end of 2019, the positions are not fully sharing duties 50/50 but with the implementation of a new recreation software, Perfect Minds, the shared duties should be fully operational by June 2020.

Crossing guards fall under the purview of the Clerk's department and there are currently 4 guards in Mount Forest and 2 guards in Arthur. One position became vacant in Mount Forest which was filled and a back up guard was hired in Arthur. With the addition of a back up guard in Arthur, as well an existing back up in Mount Forest should reduce the number of times when a guard is absent from their crossing.

The Roads Foreman at the Mount Forest works yard was responsible for all the burials in the Mount Forest Cemetery under the supervision of the Director of Legislative Services/Clerk, however with this individual's recent retirement the reporting structure will change in 2020.

The Clerk's department works closely with all departments to ensure continuity of service and to provide assistance as required including Finance, Fire, Building, Economic Development and Operations.

Members of the Clerk's department also sit on the Joint Health & Safety Committee and Wellness Committee.

The Clerk's department;

- manages inventory/office supplies
- Council support (registration for conferences, etc.)
- problem solving with telephones, faxes, printers and copiers
- welcome packages
- water sample bottles
- blue bin distribution on behalf of the County (estimated 500+)
- vital statistics, birth marriage, death
- canine control
- cemetery
- records management
- livestock claims
- animal control
- lottery licensing
- support as required to building, fire, operations, economic development, finance

Attached as Schedule "A" is a listing of the daily activities and metrics provided by the Clerk's department in 2019.

The Clerk's department completed these special projects in 2019:

**Cemetery: 2019-018**

In 2017 Wellington North began a process of recording all cemetery data into a central repository. In 2018 the coop student and summer student began inputting the data into a website called Find A Grave <https://www.findagrave.com/>. In 2019 the Wellington North Cultural Roundtable was presented with the research activity to date and was asked to participate in photographing all the headstones and markers to add to the Find A Grave information. To date, more than 900 graves have been photographed by committee members and entered into Find a Grave. Having these listings on Find a Grave assists individuals in genealogy research and reduces staff time spent assisting with this research and searching for information.

For many years, dating back to 1993, the township collected fees for pre-payment of burial fees ("pre-pays") at the time a plot was purchased. This practice was stopped effective September 20, 2011 and burial fees are now paid "at need". In 2018 the Bereavement Authority of Ontario (BAO) who has jurisdiction over these matters, advised the pre-paid revenue had to be returned. The Clerks department rebated approximately \$10k in pre-paid burial fees to approximately 35 individuals.

**2018 Municipal Election - 2019 Activity**

2018 was a municipal election year. A report CLK 2018-058 being a report regarding the October 22, 2018 municipal election was received for information by Council on December 17, 2018 highlighting increased voter turnout, decreased costs, challenges and opportunities. In 2019 candidates financial statements (Form 4's) were submitted to and reviewed by the Clerk for compliance with the Municipal Elections Act. The next municipal election is Monday, October 24, 2022.

**Door to Door Sales strategy**

The Clerk's office has continued with the implementation of the strategy outlined in report CLK 2018-030. In 2019 Council directed the Clerk to provide comments as approved, to the Ministry of Government Services on the proposed amendments to the Consumer Protection Act: Direct Selling in Consumers Homes. Also, By-law 058-16, being the business licensing by-law, was enhanced with several amendments to ensure clarity and continued ratepayer protection. Regular social media posts (fb and twitter) and an additional 1,000 refrigerator magnets were ordered. During the summer months, a segment was played on The River outlining the rights of homeowners and responsibilities of door to door sales-people. Both Chambers also distributed information to their members for distribution to customers.

**Authorized Requester Information Services ARIS**

In 2018, at the request of by-law enforcement and the fire department, the Clerk's office implemented the process to register for ARIS. The registration was completed in the fall of 2019, enabling access to motor vehicle collision reports to be used for cost recovery purposes through insurers. By-law enforcement is now able to utilize the information to determine ownership of vehicles.

**Bill 68**

Bill 68 received Royal Assent in May 2017. The Bill provided that several policies needed to be implemented in 2019 and as such the following policies were drafted and approved by Council:

- Member of Council Pregnancy and Parental Leave
- Alternate Upper Tier Member Appointment
- Council staff relations
- Council Code of Conduct

**DocuPet**

In 2019 the municipality moved to on-line dog registrations with the company DocuPet. The transfer of records and information occurred over several months and Docupet assumed responsibility in September 2019. Dog owners can now register and pay on-line or at the municipal office.

**FINANCIAL CONSIDERATIONS**

There is no financial implication in receiving this report.

**STRATEGIC PLAN 2019 – 2022**

Which priority does this report support?

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Modernization and Efficiency | <input checked="" type="checkbox"/> Partnerships              |
| <input type="checkbox"/> Municipal Infrastructure                | <input checked="" type="checkbox"/> Alignment and Integration |

<b>Prepared By:</b>	Karren Wallace, Director Legislative Services/Clerk	<i>Karren Wallace</i>
<b>Recommended By:</b>	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

## SCHEDULE A

ITEM	MEASURE				
	2015	2016	2017	2018	2019
<b>CEMETERY</b>					
Registration of Deaths	193	175	164	137	124
Lot transfers	5	3	6	5	2
Standard plot sale	23	38	11	12	7
Niche/Columbarium sale			7	11	5
Burials/Inurnments (including 8 Saturday burials)					
• Columbarium	65	8	9	11	11
• Standard burial		26	21	19	13
• Cremated remains standard plot		19	16	23	12
• Winter storage		9	6	12	8
Cemetery research (hrs)	35	40	60	52	25
Burn Permits issued					
Burn Permits issued	235	345	308	372	493
Dog licenses issued WN Jan-Aug	522	762	2188	1,846	1,545
Dog licenses issued WN Sep-Dec					13
Dog licenses Docupet Sept-Dec					91
Civic Addresses		46	25	35	53
Lottery licenses issued/reported	37	23	26	28	22
Marriage licenses issued	43	38	28	38	26
Livestock Claims	8	9	2	4	6
By-laws	99	104	98	115	124
Clerk reports	68	85	55	58	37

<b>MEETINGS AGENDAS/MINUTES/ADMIN SUPPORT</b>				
	2016	2017	2018	2019
Council	26	28	29	22
Closed	9	14	11	12
Recreation Committee	6	6	4	7
Com of Adjustment	4	8	7	4
Public Meetings	5	12	9	9
Cultural Roundtable	10	8	7	9
Court of Revision	3	3	2	nil
Aquatic & Fundraising Committee			5	5
BMX bike/skateboard			2	4
Revitalization (MF&A)				13
Property Standards			1	nil



## Staff Report

**To:** Mayor and Members of Council Meeting of January 13, 2020  
**From:** Karren Wallace, Director of Legislative Services/Clerk  
**Subject:** CLK 2020-002 Update on application and licensing retail cannabis

### RECOMMENDATION

**THAT** Council of the Corporation of the Township of Wellington North receive for information Report CLK 2020-002 being a report on an update to the application and licensing retail cannabis

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2019-001 being a report on the licensing and retail sale of cannabis  
 CLK 2018-050 being a report on the licensing and retail sale of cannabis  
 CLK 2018-051 being a report on the legalizing of cannabis  
 CLK 2018-057 being an update report on the licensing and retail sale of cannabis

### BACKGROUND

On December 12, 2019, Attorney General Doug Downey announced that the Ontario government would be removing the temporary cap on the number of private cannabis stores in the province and eliminating the pre-qualification requirements for prospective retailers. In addition, retailers will also be permitted to sell additional cannabis-related items, such as cannabis-related magazines and cookbooks.

Previously, the Ontario government imposed a temporary cap of 25 retail store authorizations across Ontario. Prospective retailers were also required to submit the following pre-qualification documents:

- (i) confirmation from a bank or credit union that it had financial capacity to obtain \$250,000 in cash or cash equivalents;
- (ii) confirmation that the retailer could obtain a letter of credit for \$50,000 within five business days; and
- (iii) confirmation that the retailer had secured a suitable retail space. All of these pre-qualification requirements are to be scrapped by January 6, 2020.



The stated purpose of these changes is to increase the ability of licenced producers in Ontario to participate in the retail market. Currently, Ontario has only 25 legal cannabis stores. Alberta, by comparison, has 324 retail cannabis stores.

#### Key Dates to Watch

The Alcohol and Gaming Commission of Ontario (“AGCO”) will begin accepting operator licence applications from prospective retailers on January 6, 2020, followed by store authorization applications on March 2, 2020. Store authorizations from this open application process are expected to be issued beginning in April, at an initial rate of approximately 20 per month.

### FINANCIAL CONSIDERATIONS

There is no financial impact to the municipality in receiving this report.

### STRATEGIC PLAN 2019 – 2022

Which priority does this report support?

- |   |  |
|---|--|
| <input type="checkbox"/> Modernization and Efficiency | <input type="checkbox"/> Partnerships              |
| <input type="checkbox"/> Municipal Infrastructure     | <input type="checkbox"/> Alignment and Integration |

<b>Prepared By:</b>	Karren Wallace, Director Legislative Services/Clerk	<i>Karren Wallace</i>
<b>Recommended By:</b>	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

*Perth Office*

59 Lorne Avenue East, Unit A  
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 Tel: 519-273-1400  
 Fax: 519-273-9045

*Ottawa Office*

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 Fax: 613-998-7902

*Wellington Office*

39 Elora Street South, Unit 1  
 P.O. Box 464  
 Harriston, Ontario N0G 1Z0  
 Tel: 519-338-3589  
 Fax: 519-338-5615

HOUSE OF COMMONS  
 CHAMBRE DES COMMUNES  
 CANADA

*John Nater*

Member of Parliament  
 Perth—Wellington

*Online*

E-Mail: [John.Nater@parl.gc.ca](mailto:John.Nater@parl.gc.ca)  
 Website: [johnnater.ca](http://johnnater.ca)

December 10, 2019

Hon. Catherine McKenna  
 Minister of Infrastructure and Communities  
 House of Commons  
 Ottawa, ON K1A 0A6

Dear Minister McKenna:

Congratulations on your appointment as Canada's Minister of Infrastructure and Communities.

Since the bilateral agreement between the Governments of Canada and Ontario was announced in March 2018 the program has been fraught with bureaucratic delays.

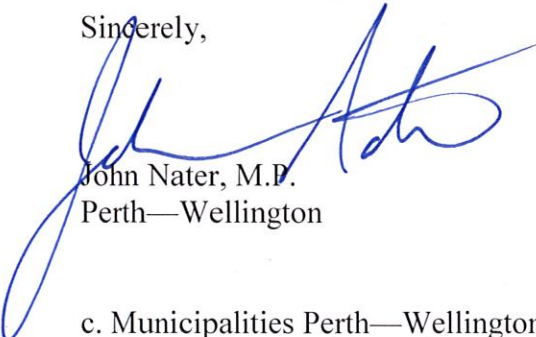
The application and approval process for the program is needlessly complicated, as it requires numerous applications between all three levels of government. Consequently, much time and resources are consumed by each individual application. This has caused delays to numerous projects in Perth—Wellington and across Canada as municipalities frequently received decisions late in the construction season.

These bureaucratic redundancies waste taxpayers' money and frustrate Canadians.

Rather than continuing with application-based infrastructure programs, I urge you to consider providing more per-capita based infrastructure money directly to municipalities. This would not only be more efficient, but it would also give municipalities the ability to plan for the long term and prioritize based on their needs.

I strongly urge you to make fixing the Investing in Canada Infrastructure Program a top priority.

Sincerely,



John Nater, M.P.  
 Perth—Wellington

c. Municipalities Perth—Wellington



Winter 2019/2020  
4th Quarter

**CRIME**   
**STOPPERS**  
GUELPH WELLINGTON  
1-800-222-TIPS (8477)

## The INFORMANT

### AWARDS

CSGW has been recognized at the International level for 2018 achievements in two categories. (under 300,000 population)

**Best Media - Television** - Best Special Report/Feature - Television for the 30th Anniversary episode on **Wightman TV**

**Best Media - Radio** - Best Radio Feature on **Grand 101** for a "May Swap Talk" segment.



| Above: Hope Reidt, Marketing Manager - Wightman Telecom, Deryck West, Vice-Chair - CSGW, Adam Olivero, TV Producer - Wightman Telecom, Sarah Bowers-Peter, Program Coordinator - CSGW |

### CRIME STOPPERS MONTH

January is Crime Stoppers Month. The 2020 theme is "Creating Partnerships Against Crime"

CSGW will be holding **Flag Raising** events in recognition.

**Wed. Jan 8th** at Mount Forest Museum & Archives - **3pm**

**Thur. Jan 9th** at Guelph City Hall - **11am**

**11:30am** - CSGW invites the public to join us for refreshments. This will provide the opportunity to learn more about Crime Stoppers.



### NEWS

CSGW **welcomes** Marc Poland from Guelph, our newest member to join the Board of Directors.

CSGW would like to express their utmost **appreciation** for retiring **OPP Inspector Scott Lawson** and thank him for his tremendous support for the CSGW program.

### PARTNERSHIPS

Guelph Police Service is supporting CSGW by incorporating the CSGW decal on all their new cruisers.



| Pictured here is GPS Chief Gordon Cobey and CSGW Secretary Alex Boughen |

### APPRECIATION

CSGW acknowledges the **community support** we receive throughout the year. We want to say thank you for a great year in 2019!

Go to our website for full listing of our partners and sponsors [www.csgw.tips](http://www.csgw.tips)

Together, we can make a difference in making our community safer.

### PROGRAM STATISTICS

*Since inception from 1988 through November 2019*

Total # of Tips .....	21,138
Arrests .....	1,559
Charges Laid .....	4,352
Narcotics Seized .....	\$27,313,817
Property Recovered .....	\$10,203,746
Authorized Rewards .....	\$171,370

## EVENTS

### BUCKET SALE

CSGW held their 5th annual Bucket Sale fundraiser at Young's Home Hardware in Mount Forest on Saturday November 30th.

Thank you to **Young's Home Hardware** for donating the buckets. Each bucket was sold for \$5 each. The proceeds from these sales raised \$890.00 for the CSGW program.



### MOUNT FOREST SHREDDING EVENT



Thank you to everyone who came out to the event that was held on October 26th. This was our most successful event yet - raising \$1,960.

We partnered with **Wasteco** who provided the shredding services on site.

**A special thank you to our sponsors:** the co-operators-Robert J. Cotel & Associates and Desjardins-Deryck West Agent in Mount Forest.

### THE RIVER CLASSIC

On September 25th at Pike Lake, CSGW, 88.7 The River, Big Brothers Big Sisters of North Wellington and Get in Touch For Hutch held their first golf tournament fundraiser.



The event raised a net proceeds of \$8,000 which was divided among the four non-profit groups. Thank you to our sponsors and golfers for a fun filled day.

## UPCOMING EVENTS

### DARREN'S DAY

CSGW and community partners *Palmerston Marlins, Town of Minto, Palmerston Lions, Wellington County OPP and Minto 81s* will hold their 2nd annual event on **Family Day - Monday February 17th 2020**. Visit our website or follow us on social media for further details as they arise.



The event was created in celebration of Darren More. Darren was killed in July 2018 when his vehicle was struck by a stolen vehicle, which was driven by an individual who was impaired by drug.

A wonderful family event enjoyed by all and we hope you will come out.



### SANTA CLAUS PARADES



CSGW participated in three parades this season - Puslinch, Arthur and Mount Forest.

*From all of us at CSGW we wish you a safe and happy holiday !*



**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 001-20**

**BEING A BY-LAW TO AUTHORIZE TEMPORARY BORROWING  
FROM TIME TO TIME TO MEET CURRENT EXPENDITURES  
DURING THE FISCAL YEAR ENDING DECEMBER 31, 2020.**

**AUTHORITY:** Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, Section 407.

**WHEREAS** the Municipal Act, 2001, S.O. 2001 Chapter 25, Section 407, provides authority for a council by-law to authorize the head of council and the treasurer to borrow from time to time, by way of promissory note or banker's acceptance, such sums as the council considers necessary to meet, until taxes are collected and other revenues received, the current expenditures of the corporation for the year; and

**WHEREAS** the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Corporation, except with the approval of the Municipal board, is limited by Section 407 of the Municipal Act, 2001.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH ENACTS AS FOLLOWS:**

1. The Head of Council and the Treasurer are hereby authorized to borrow from time to time by way of promissory note or banker's acceptance during the year 2020 (hereinafter referred to as the current year) such sums as may be necessary to meet, until the taxes are collected and other revenues received, the current expenditures of the Corporation and the other amounts that are set out in subsection 407(1) of the Municipal Act, 2001.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be Royal Bank of Canada and such other lender(s) as may be determined from time to time by resolution of council.
3. The total amount which may be borrowed at any one time under this by-law, together with the total of any similar borrowings that have not been

**By-law Number 001-20****Page 2 of 3**

repaid, shall not exceed from January 1 to September 30 of the current year, 50 percent of the total and from October 1 to December 31 of the current year, 25 percent of the total of the estimated revenues of the Corporation as set forth in the estimates adopted for the current year or \$1,000,000.00 whichever is less.

4. The Treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law (a certified copy of the resolution mentioned in section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of section 407 of the Municipal Act, 2001 that have not been repaid.
  - a) If the estimates for the current year have not been adopted at the time an amount is borrowed under this by-law, the limitation on total borrowing, as set out in section 3 of this by-law shall be calculated for the time being upon the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year.
  - b) If the estimates for the current year have not been adopted at the time an amount is borrowed under this by-law, the statement furnished under section 4 shall show the nature and amount of the estimates revenues of the corporation as set forth in the estimates adopted for the current preceding year and the nature and amount of the revenues received for and on account of the current year.
5. All or any sums borrowed under this by-law shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for any preceding years as and when such revenues are received; provided that such charge does not defeat or affect and is subject to any prior charge then subsisting in favour of any other lender.

**By-law Number 001-20**  
**Page 3 of 3**

6. The Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed under this by-law together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and preceding years or from any other source, which may lawfully be applied for such purpose.
7. Promissory Notes or bankers acceptances made under section 1 shall be signed by the treasurer and the head of council or by such other person as is authorized by by-law to sign it.

***READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 13TH DAY OF JANUARY, 2020.***

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**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 002-20**

**BEING A BY-LAW TO PROVIDE FOR AN INTERIM TAX LEVY ON  
ALL ASSESSMENT WITHIN SPECIFIC TAX CLASSES AND TO  
PROVIDE A PENALTY AND INTEREST RATE FOR CURRENT  
TAXES IN DEFAULT AND TAX ARREARS**

**AUTHORITY:** Municipal Act, 2001, S.O. 2001, Chapter 25, as amended,  
Sections 317, 345, 346 and 347.

**WHEREAS** Section 317 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council of a local municipality may, before the adoption of the estimates for the year pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes, including pipeline, conservation lands, managed forest, residential/farm, farmland, commercial, industrial and multi-residential assessments in the local municipality;

**AND WHEREAS** Section 317 of the Municipal Act, 2001, S.O. 2001, c.25, provides that the amount levied on a property shall not exceed 50 per cent of the total amount of taxes for municipal and school purposes levied on the property for the previous year.

**AND WHEREAS** Section 346 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council may require the payment of taxes to be made into the office of the Treasurer by any day or days to be named herein, in bulk or by installments;

**AND WHEREAS** Section 345 of the Municipal Act, 2001 S.O. 2001, c.25, as amended, provides that the Council of a local municipality may impose late payment charges for the non-payment of taxes or any installment by the due date, a percentage charge, not to exceed 1 1/4 per cent of the amount of taxes due and unpaid, may be imposed as a penalty for the non-payment of taxes on the first day of default the non-payment of taxes in the manner specified in the by-law but interest may not start to accrue before the first day of default. and on the first day of each calendar month thereafter in which default continues, but not after the end of the year in which the taxes are levied;



**AND WHEREAS** Section 347 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council of any municipality may authorize the Treasurer to accept part payment on account of taxes due and to give a receipt for such part payment, provided that acceptance of any such part payment does not affect the collection of any percentage charge imposed and collectable under Subsection (3) in respect of non-payment of any taxes or any class of taxes or of any installment thereof;

**AND WHEREAS** Section 345 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council of a local municipality may require that the Treasurer, add to the amount of all taxes due and unpaid, interest at such rate not exceeding 15 per cent per annum as the Council determines, from the 31<sup>st</sup> day of December in the year in which the taxes were levied until the taxes are paid;

**NOW THEREFORE** the Council of the Corporation of the Township of Wellington North (hereinafter called the Corporation) hereby enacts as follows:

1. **THAT** for the year 2020, 50 per cent of the total amount of taxes for the previous year shall be levied, raised and collected on all real property taxable within the pipeline, conservation lands, managed forest, residential/farm, farmland, commercial, industrial and multi-residential classes, and liable to pay the same according to the last revised assessment roll:
2. **THAT** the said interim tax levy shall be due and payable in two installments at the Township of Wellington North Municipal Office and most chartered banks and financial institutions as designated by the Municipality, on or before the following dates:
 

i.	First Installment	February 28, 2020
ii.	Second Installment	April 24, 2020
3. **THAT** the Treasurer mail or cause same to be sent by first class mail to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable, due dates and penalty and interest rates to be applied upon default.
4. **THAT** failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any installment does not affect the timing of default or the date from which penalty shall be imposed.

5. **THAT** penalty of 1.25 per cent will be added to current taxes with installment due dates which are in default, in accordance with Section 2 of this By-law, as of the 1<sup>st</sup> day of March 2020 and the 1<sup>st</sup> day of May 2020 respectively to each installment due date, and thereafter a further penalty of 1.25 per cent will be added on the 1<sup>st</sup> day of each month and every month the default continues until December 31<sup>st</sup>, 2020.
6. **THAT** interest of 1.25 per cent on the amount of any taxes due and unpaid after December 31, 2020, shall be charged on the 1<sup>st</sup> day of each calendar month thereafter in which the default continues.
7. **THAT** the Treasurer be authorized to accept partial payment for taxes, from time to time, as long as it does not affect the collection of taxes registered for tax collection.
8. **THAT** the Treasurer be required to apply all payments received to the outstanding penalty and/or interest on the taxes that have been in arrears for the greatest period of time.
9. **THAT** the taxes shall be payable at par at the Corporation of the Township of Wellington North Municipal Office, or by mail to the Municipal mailing address, or through the telephone banking systems of most chartered banks and financial institutions, or over the counter at most chartered banks and financial institutions.
10. **THAT** this by-law shall be deemed to come into force and effect on January 1, 2020 and shall apply to all tax classes.
11. **THAT** in the event that any provision or section of this by-law is found by a court of competent jurisdiction to be ultra vires the posers of the Council of the Corporation, only such provision or section, as the case may be, shall be inoperative and all other provisions and sections of this by-law shall remain in full force and effect.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS  
13TH DAY OF JANUARY, 2020.**

---

**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 003-20**

**BEING A BY-LAW TO ADOPT A BUDGET INCLUDING ESTIMATES OF ALL SUMS REQUIRED DURING 2020 FOR OPERATING AND CAPITAL, FOR PURPOSES OF THE MUNICIPALITY.**

**AUTHORITY:** *Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, Section 290.*

**WHEREAS** the *Municipal Act, 2001*, requires that the Council of a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;

**AND WHEREAS** the Council of the local municipality may require that the current year's estimates of every board, commission, or other body for which the Council is required to levy a tax rate or provide money, be submitted to the Council each year;

**AND WHEREAS** the Council of the Corporation of the Township of Wellington North has in accordance with the Municipal Act considered the estimates of all sums required during the year, including the estimates of all its boards, commissions, and other bodies;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH HEREBY ENACTS AS FOLLOWS:**

1. **THAT** the estimates of the Corporation of the Township of Wellington North as set out in Schedule "A" and Schedule "B" attached hereto and forming part of this by-law be adopted; and
2. **THAT** this by-law this by-law shall come into force immediately on its passage.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 13TH DAY OF JANUARY, 2020.**

---

**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**

TOWNSHIP OF WELLINGTON NORTH  
2020 OPERATING BUDGET (By Account Groupings)  
BY-LAW 003-20  
SCHEDULE "A"

	2018 ACTUALS	2019 BUDGET	2020 BUDGET	NET BUDGET CHANGE	
				\$	%
<b>REVENUE</b>					
General Expenses/revenues (Surplus fwd)	-	-	-	-	
Tax Levy Requirement	7,111,778	7,425,439	7,672,956	247,517	3.3%
PIL'S and Supplementary Taxes	591,002	386,786	414,846	28,060	7.3%
OMPF Allocation	1,317,000	1,251,150	1,283,700	32,550	2.6%
Tax Write/Offs	(67,578)	(63,300)	(100,500)	(37,200)	58.8%
Grants and Subsidies	74,918	36,700	51,700	15,000	40.9%
Municipal Recoveries	157,610	161,900	155,500	(6,400)	-4.0%
Licences, Permits and Rents	541,833	559,768	788,468	228,700	40.9%
Fines and Penalties	168,899	175,000	175,000	-	0.0%
User Fees and Charges	5,554,747	5,561,167	5,642,618	81,451	1.5%
Sales Revenue	116,119	126,500	125,500	(1,000)	-0.8%
Other Revenue	766,483	333,050	343,850	10,800	3.2%
Internal Recoveries	117,820	119,420	609,240	489,820	410.2%
Capital Project Recovery	-	-	-	-	0.0%
Transfer from Reserves/Reserve Funds	1,282,111	1,097,576	1,241,100	143,524	13.1%
<b>Total Revenue</b>	<b>17,732,742</b>	<b>17,171,156</b>	<b>18,403,978</b>	<b>1,232,822</b>	<b>7.2%</b>
<b>EXPENDITURES</b>					
Salaries, Wages and Employee Benefits	4,419,021	4,697,435	5,166,983	469,548	10.0%
Long Term Debenture Charges	1,640,711	1,457,210	1,477,133	19,923	1.4%
Materials, Supplies and Equipment	2,881,826	3,392,829	3,414,194	21,365	0.6%
Contracted Services	1,457,761	2,014,169	2,142,845	128,676	6.4%
Rents, Insurance and Financial Expenses	715,549	419,520	485,202	65,682	15.7%
External Transfers	222,326	220,422	237,854	17,432	7.9%
Internal Charges	117,820	119,420	609,240	489,820	410.2%
<b>Total Expenditures</b>	<b>11,455,014</b>	<b>12,321,005</b>	<b>13,533,451</b>	<b>1,212,446</b>	<b>9.8%</b>
<b>Net Revenue Before Transfers</b>	<b>6,277,728</b>	<b>4,850,151</b>	<b>4,870,527</b>	<b>20,376</b>	<b>0.4%</b>
Transfer to Reserves	739,566	1,161,494	1,184,480	22,986	2.0%
Transfer to Reserve Fund	121,937	5,000	5,000	-	0.0%
Transfer to Capital Fund	3,909,251	3,683,657	3,681,047	(2,610)	-0.1%
Surplus (for transfer to reserves - Estimated)	1,506,974	-	-	-	0.0%
	<b>6,277,728</b>	<b>4,850,151</b>	<b>4,870,527</b>	<b>20,376</b>	<b>0.4%</b>
<b>Net Operating Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

\*1% tax rate = \$76,729.56

Tax Levy Increase	247,517
% Tax Levy Change	3.33%

TOWNSHIP OF WELLINGTON NORTH  
2020 CAPITAL BUDGET  
BY-LAW 003-20  
SCHEDULE "B"

	2018 BUDGET	2019 BUDGET	2020 BUDGET
<b>Project Expenditures</b>			
Development Projects	1,166,000	974,915	860,385
Roads & Drainage	3,961,952	6,310,498	5,567,583
Waterworks	642,014	1,075,722	1,373,973
Sanitary Sewers	1,912,346	10,162,287	8,477,075
Fleet	1,100,000	629,983	847,000
Parks & Recreation	392,899	640,346	1,438,647
Fire	567,000	48,000	99,200
Admin & Property	522,000	209,656	254,125
Cemetery	-	33,500	-
<b>Total Expenditures</b>	<b>10,264,211</b>	<b>20,084,907</b>	<b>18,917,988</b>
<b>Funding</b>			
Revenue (levy, user fees, etc)	4,141,251	3,927,128	3,716,047
Grants	1,292,203	1,448,000	2,039,830
Devt Chrgs & Reserves	1,839,851	10,707,097	1,818,845
Developer Contributions	594,000	344,660	344,655
External Debt	-	-	-
Gas Tax	627,000	726,000	566,000
Sustained OCIF	705,210	1,050,428	1,030,120
Prior Year CarryFwd	1,064,696	781,594	9,436,366
Unfunded Amounts	-	1,100,000 -	33,875
<b>Total Funding</b>	<b>10,264,211</b>	<b>20,084,907</b>	<b>18,917,988</b>

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 004-20**

**BEING A BY-LAW TO AUTHORIZE A BOUNDARY ROAD  
AGREEMENT BETWEEN THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH AND THE TOWNSHIP OF  
CENTRE WELLINGTON**

**WHEREAS** the Corporation of the Township of Wellington North and the Corporation of the Township of Centre Wellington have agreed to enter into a Boundary Road Agreement.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH** enacts as follows:

1. The Corporation shall enter into a Boundary Road Agreement in substantially the same form as the agreement attached hereto as Schedule A.
2. The Mayor and the Clerk of the Corporation are hereby authorized and directed to sign the said Agreement.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 13TH DAY OF JANUARY, 2020.**

---

**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**



## BOUNDARY ROAD AGREEMENT

**THIS BOUNDARY ROAD AGREEMENT made in sextuplet this 1st day of September, 2019**

**B E T W E E N:**

**THE CORPORATION OF THE TOWNSHIP OF CENTRE WELLINGTON**  
(hereinafter called the "Centre Wellington")

PARTY OF THE FIRST PART

- and -

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**  
(hereinafter called the "Wellington North")

PARTY OF THE SECOND PART

**W H E R E A S:**

- A. WHEREAS Centre Wellington and Wellington North have joint jurisdiction over the highway forming part of the boundary between the Township and Centre Wellington shown in bold in Schedule "A" attached to this Agreement (the "Townline");
- B. AND WHEREAS, pursuant to s. 29.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the "Act"), municipalities having joint jurisdiction over a boundary line highway may enter into an agreement under which each municipality agrees to keep any part of the highway in repair for its whole width and to indemnify the other municipality from any loss or damage arising from the lack of repair for that part;
- C. AND WHEREAS Centre Wellington and Wellington North are adjoining municipalities and are desirous of entering into an agreement for the maintenance and apportioning of liability from any loss or damage arising from the lack of repair of the Townline including all bridges, culverts, guiderails, traffic control devices, pavement marking, traffic signing and trees thereon.
- D. AND WHEREAS Centre Wellington and Wellington North are committed to cooperatively making decisions on capital works on the Townline shared by Centre Wellington and Wellington North through an open, transparent, collaborative and consensus-building process.

**NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

### Road Maintenance

1. Centre Wellington hereby covenants and agrees to provide road maintenance services to meet or exceed standards defined by *Minimum Maintenance Standards For Municipal Highways*, O. Reg. 239/02, as amended, issued pursuant to the Act, (the "Regulation") for services listed in Schedule "B" hereto (the "Maintenance Services") on the section of Townline between County Road 16 and the East – West Garafraxa Town Line commonly known as Side Road 25 ("Centre Wellington Section") for a period of ten (10) years from the 1<sup>st</sup> day of September, 2019 to the 31<sup>st</sup> day of August, 2029, as illustrated on Schedule "A".
2. Wellington North hereby covenants and agrees to provide road maintenance services to meet or exceed standards defined by the Regulation for the "Maintenance Services" on the section of Townline between Jones Baseline and County Road 16 commonly known as Side Road 25 (the "Wellington North Section") for a period of ten (10) years from the 1<sup>st</sup> day of September, 2019 to the 31<sup>st</sup> day of August, 2029, as illustrated on Schedule "A".

3. Centre Wellington hereby covenants and agrees to pay all costs associated with the Maintenance Services for the Centre Wellington Section.
4. Wellington North hereby covenants and agrees to pay all costs associated with the Maintenance Services for the Wellington North Section.
- 5(a) Each party shall at their own respective expense, during the entire term of this agreement, provide and keep in force for the benefit of each other party a comprehensive general liability insurance policy in an amount of not less than five million dollars (\$5,000,000.00) including providing coverage for bodily injury, death and property damage in connection with the Townline, naming the other party as an additional insured. The policy shall provide for cross liability between the insured and a waiver of subrogation over against the named insured and a provision that the insurance may not be cancelled without thirty (30) days prior written notice to the named insured.
- (b) Each party shall furnish to the other party upon execution of this Agreement, copies of a certificate of insurance, showing that it has complied with the provisions of paragraph 5 (a) above. Each party shall maintain such insurance in full force and effect during the entire term of this Agreement and shall not change its insurance arrangements without thirty (30) days prior written notice to the other party.
6. Wellington North shall have exclusive liability for the Wellington North Section and shall be exclusively liable for damages incurred by reason of neglect to maintain and keep the same in repair, and Centre Wellington shall be relieved, indemnified and held harmless by Wellington North from all liabilities in respect of Wellington North's maintenance and repair, or any omission thereof.
7. Centre Wellington shall have exclusive liability for the Centre Wellington Section and shall be exclusively liable for damages incurred by reason of neglect to maintain and keep the same in repair, and Wellington North shall be relieved, indemnified and held harmless by Centre Wellington from all liabilities in respect of Centre Wellington's maintenance and repair, or any omission thereof.
8. During the currency of this Agreement, either Centre Wellington or Wellington North shall have the right to call a joint meeting for the consideration of the construction, maintenance or repair of any portion of the said road which is unsatisfactory to Centre Wellington and/or Wellington North.

#### Bridge Maintenance

12. A bridge is to be referred to as road structure with a span of 3 metres or greater in the direction of travel. Bridges are geographically depicted with red dots in their approximate location on Schedule 'A'.
13. The municipality that is responsible for a section of road's maintenance (the "lead Municipality") is also responsible for bridge maintenance on that section such as railing repair, deck washing, minor repair, and safe condition.
14. The municipality that is responsible for a section of road maintenance is also responsible for ensuring the bridges are to be inspected in accordance with Ontario Regulation 104/97 Standards for Bridges.
15. Copies of the inspection reports that are completed in accordance with Ontario Regulation 104/97 Standards for Bridges on the Townline road are to be shared with the adjoining municipality within 30 days of completion of the report.

#### Capital Works

16. On or before June 30<sup>th</sup> of each calendar year, Centre Wellington and Wellington North agree to provide each other with a three (3) year capital forecast for capital works on the Townline and road segments on Schedule "A", including cost estimates for budgetary purposes, needs justification, and the basis for the cost estimates. The cost of all agreed upon capital works, including but not necessary limited to, Class Environmental Assessments, legal survey, geotechnical investigation, heritage assessments, design, approvals, contract administration, and construction on the section of the Townline shown in Schedule "A" will be equally shared by both parties. A list of items eligible for equal cost sharing is presented in Schedule 'C' and is referred to herein as "Capital Works".

Within 30-day calendar days of capital budget approval, Centre Wellington shall provide written notification to Wellington North confirming capital budget status of their proposed boundary road Capital Works. Likewise, within 30-day calendar days of capital budget approval, Wellington North shall provide written notification to Centre Wellington confirming capital budget status of their respective boundary road Capital Works.

17. Centre Wellington and Wellington North agree that the costs listed in Schedule 'D' are ineligible for cost sharing.
18. Centre Wellington and Wellington North agree that decisions regarding Capital Works will be made through collaboration and consensus between the two municipalities recognizing that ultimately



Council approval will be required at certain junctures in the process. Furthermore, Centre Wellington and Wellington North agree a Community Engagement Strategy shall be prepared, endorsed and implemented by the lead municipality which ensures residents and businesses in both municipalities are engaged in the consultation process for Capital Works.

- 19. Prior to the implementation of any Capital Works, Centre Wellington and Wellington North agree that the Lead Municipality shall submit a work plan and cost estimate for each project phase to the other party for review and approval, which approval may not be unreasonably withheld by the partner municipality. Centre Wellington and Wellington North agree that any changes to the mutually agreed upon project scope shall be presented by the Lead Municipality to the partner municipality prior to commencement of additions to the Capital Works. The partner municipality shall provide written concurrence of the project scope change and any adjustments to the agreed-upon project budget.

Other

- 20. Either party may terminate this agreement upon 180 days written notice to the other party, but each party shall remain responsible for any capital works committed to prior to giving notice even if invoices for such works extend past the termination date.
- 21. This Agreement shall automatically renew on August 31, 2029, for a further 5 year term, and indefinitely on every 5th anniversary thereafter unless terminated by either party. Should neither party exercise their right of termination this agreement will automatically renew for a period of five (5) years.
- 22. If Centre Wellington and Wellington North are unable to agree on any matter arising out of this Agreement, or the carrying into effect thereof, such difference shall be determined by arbitration pursuant to the *Municipal Arbitrations Act*, R.S.O. 1990, c. M.48, as amended, upon an application by either Centre Wellington or Wellington North.
- 23. This Agreement shall be effective from the date of execution of this Agreement.
- 24. This Agreement shall enure to the benefit of and shall be binding upon the Parties and their respective successors and assigns.

IN WITNESS WHEREOF the Parties have caused the Agreement to be executed by their respective officers which are duly authorized, as of the date first above written.

**THE CORPORATION OF THE  
TOWNSHIP OF CENTRE WELLINGTON**  
Per:

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**  
Per:

\_\_\_\_\_  
Kelly Linton, Mayor

\_\_\_\_\_  
Andy Lennox, Mayor

\_\_\_\_\_  
Kerri O’Kane, Municipal Clerk

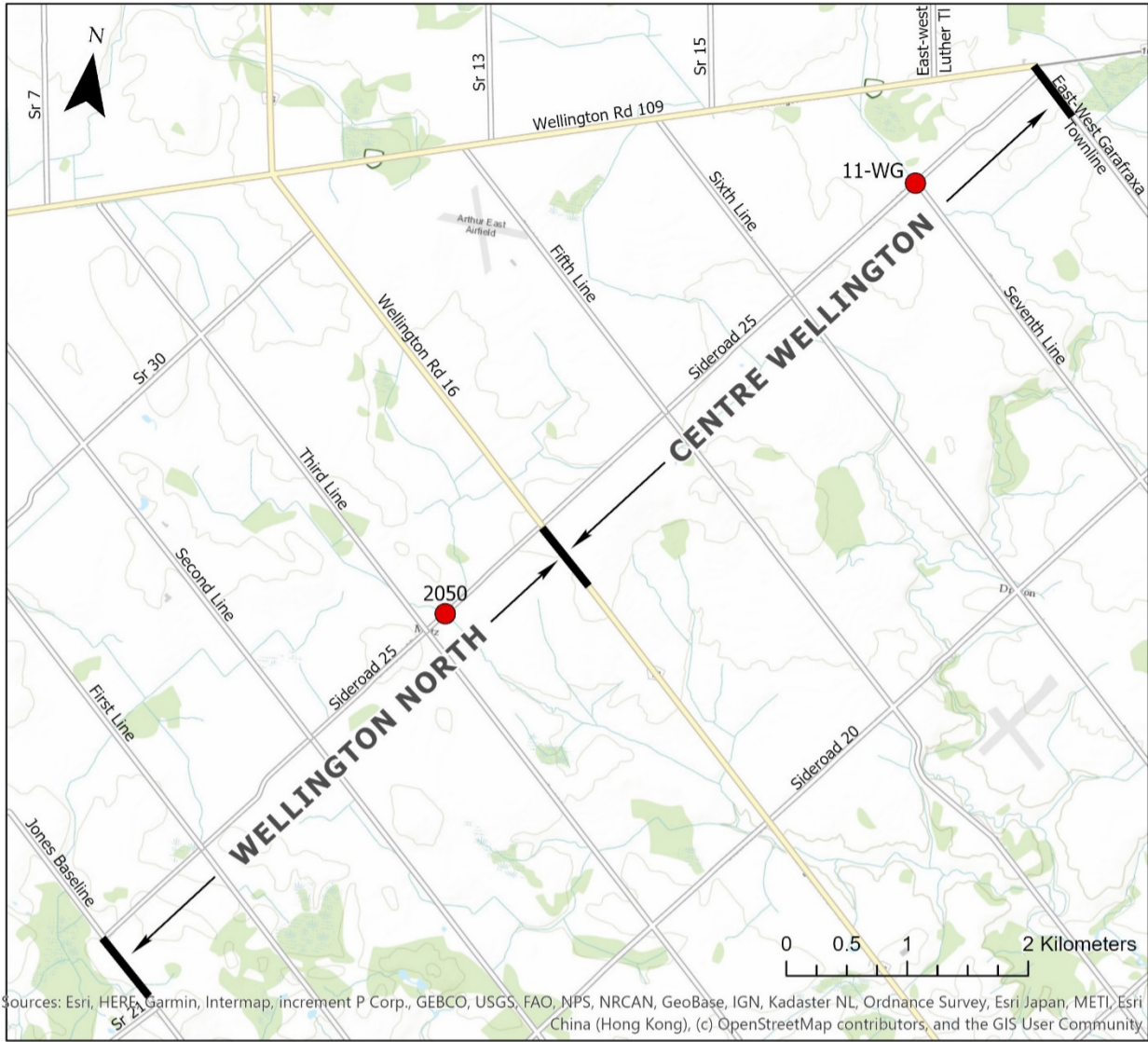
\_\_\_\_\_  
Karren Wallace, Municipal Clerk

*We have authority to bind the Corporation*

*We have authority to bind the Corporation*

SCHEDULE "A"

MAP OF ROAD BOUNDARY



**SCHEDULE "B"**

## Description of Maintenance Services

- Routine Road Patrols
- Winter Maintenance Patrols
- Snow Plowing/Sanding/Salting
- Ice Blading
- Maintenance Gravel
- Ditching
- Dust Control
- Driveway entrance permitting and approvals
- Road crossing culverts that are less than 3.0m in span
- Signs
- Roadside Grass Mowing
- Tree Removal/Trimming
- Grading
- Shouldering

**SCHEDULE "C"**

## Eligible Items for Cost Sharing

The following items are eligible for cost sharing:

## Municipal Class Environmental Assessment

- Notice of Commencement
- Determination of Class of EA
- Identify Alternate Solutions
- Pre-Engineering field survey work
- Legal Survey Work
- Preliminary Design Development - Prepare Alternative Design Concepts for Preferred Solution
- Natural Environmental Features Review
- Archaeological Assessments
- Geotechnical Investigations
- Engage Stakeholders including Ministry of Natural Resources and Forestry (MNR), Grand River Conservation Authority (GRCA), First Nations and Metis, and community interest groups.
- Cultural Heritage Evaluation Report/Heritage Impact Assessment
- Public Information Centres
- Environmental Study Report/Project File Report
- Notice of Completion

## Permits and Approvals

- Applications for necessary permits and approvals from regulatory agencies

## Contract Documents

- Development of Construction Design Drawings and Specifications
- Environmental Species at Risk Mitigation
- Final Design Drawing and Construction Specifications
- Tender Preparation

## Construction

- Construction
- Contract Administration and Inspection

General: Construction, Detailed Design, and Municipal Class Environmental Assessments

- Condition Assessments
- Load Testing
- Feasibility Studies
- Land Acquisition or Leasing
- Temporary or Permanent Utility Relocation
- Vehicle/equipment rentals
- Applicable Consulting Services

**SCHEDULE "D"**

Ineligible Items for Cost Sharing

The following items are ineligible for cost sharing:

- Staff time
- Meals

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 005-20**

**BEING A BY-LAW TO APPOINT A DESIGNATED SEWER OFFICER  
FOR THE CORPORATION OF THE TOWNSHIP OF WELLINGTON  
NORTH**

**WHEREAS** the Council of the Corporation of the Township of Wellington North considers it desirable and expedient to appoint a Designated Sewer Officer.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH** enacts as follows:

1. That the Director of Operations is hereby appointed to the position of Designated Sewer Officer.
2. That the Manager, Environmental and Development Services is hereby appointed to the position of Designated Sewer Officer.

***READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 13TH DAY OF JANUARY, 2020***

\_\_\_\_\_  
**ANDREW LENNOX, MAYOR**

\_\_\_\_\_  
**KARREN WALLACE, CLERK**



*Preserving, promoting and developing Wellington North's unique cultural resources to build a vibrant community and a prosperous economy.*

## January's Cultural Moment recognizes the hotels along the Owen Sound Road

Let's take a look back at our beginnings of the Owen Sound Road as it meanders through Arthur Township on its way north from Arthur to Mount Forest. The year is 1861 and the road is finally passable. As we leave Arthur, we get to Petherton where the 1<sup>st</sup> of 6 hotels are conveniently located at the side of the road. One was run by a William Ludlow and another, just south of Kenilworth was run by John Bradley, a farmer and hotel keeper.

Kenilworth is the next stop with an establishment run by Ab O'Neill. It was just north of the Lynes Blacksmith Shop if horses needed tending. John Tracey was a tavern keeper at Riverstown and three miles south of Mount Forest was the Nightingale Inn. Two hotels were opposite each other on the Maitland Hill just south of Mount Forest. The Blue Bonnet Tavern was run by Mrs. Horsburgher on the west side and on the east side was another hotel run by a man named Bridgeport.

Taverns and inns played an important part in the early development of our communities. These innkeepers were very popular, not only with travelers but with the local people for food, rest and entertainment. They also were used as community gathering places to hold elections, political meetings, social gatherings and dances. By 1871, with the increase in traffic and settlers to the area, the number of hotels and taverns had increased to 15.



The Nightingale Inn  
Lot 8, EOSR, 1900

The Nightingale Inn, pictured above, was a 2-storey red brick structure with 6 bedrooms, a parlour, a dining-room, a bar room, a kitchen and a woodshed. The front of the building had a row of hitching posts and a frame barn behind the hotel served as a stable for the horses of travelers who needed overnight accommodation. This was the closest hotel to the tollgate set up to pay for the upkeep of the newly graveled Owen Sound Road.

Submitted by Bonny McDougall Wellington North Cultural Roundtable

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 006-20**

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE  
COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF  
WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON  
JANUARY 13, 2020**

**WHEREAS** Section 5 of the Municipal Act, S.O. 2001 c.25 (hereinafter called "the Act") provides that the powers of a Municipal Corporation shall be exercised by its Council;

**AND WHEREAS** Section 5(3) of the Act states, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise;

**NOW THEREFORE** the Council of The Corporation of the Township of Wellington North hereby **ENACTS AS FOLLOWS:**

1. The action of the Council of the Corporation of the Township of Wellington North taken at its meeting held on January 13, 2020 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Wellington North at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Mayor and the proper officials of the Corporation of the Township of Wellington North are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Wellington North referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 13TH DAY OF JANUARY, 2020.**

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**ANDREW LENNOX,  
MAYOR**

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**KARREN WALLACE,  
CLERK**