

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – JULY 13, 2020
VIA WEB CONFERENCING**

HOW TO JOIN

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/89287709786>

Or join by phone:

Canada: +1 855 703 8985 (Toll Free)

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**PAGE
NUMBER**

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

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

DISCLOSURE OF PECUNIARY INTEREST

PRESENTATIONS

- | | |
|---|-----|
| 1. Keith Harris, Chair, Arthur Business Improvement Association | 001 |
| • Request for loan to support projects in downtown Arthur | |

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North support the Arthur Business Improvement Association request for a loan for projects in downtown Arthur;

AND FURTHER THAT staff be directed to work with the Arthur Business Improvement Association on an agreement and bring a report to the July 27, 2020 Council meeting.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

- | | |
|--|-----|
| 1. Regular Meeting of Council, June 22, 2020 | 002 |
| 2. Special Meeting of Council, June 29, 2020 | 009 |

Recommendation:

THAT the minutes of the Regular Meeting of Council held on June 22, 2020 and the Special Meeting of Council held on June 29, 2020 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

ITEMS FOR CONSIDERATION

1. MINUTES

- a. Arthur Chamber of Commerce, June 16, 2020 011

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce meeting held on June 16, 2020.

- b. Arthur Business Improvement Association 014

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Business Improvement Association meeting held on June 17, 2020.

- c. Wellington North Cultural Roundtable, June 18, 2020 017

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable meeting held on June 18, 2020.

- d. Grand River Conservation Authority, Summary of the General Membership Meeting – June 26, 2020 019

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Grand River Conservation Authority, Summary of the General Membership Meeting held on June 26, 2020.

- e. Maitland Valley Conservation Authority
- Maitland Source Protection Authority Meeting #2/20, April 15, 2020 020
 - Board of Directors Meeting #4-20, April 15, 2020 022
 - General Membership Meeting #5-20, May 20, 2020 029

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of Maitland Source Protection Authority Meeting #2/20 and Board of Directors Meeting #4-20 held on April 15, 2020 and General Membership Meeting #5-20 held on May 20, 2020.

- f. Recreation, Parks & Leisure Committee Meeting, July 7, 2020 034

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation, Parks & Leisure Committee meeting held on July 7, 2020;

Recommendation:

THAT Council of the Corporation of the Township of Wellington North direct staff to enter an agreement with local minor sports organizations to promote and sell seat naming rights at the Mount Forest and District Sports Complex as funding raising, as recommended by the Recreation, Parks & Leisure Committee;

*AND FURTHER THAT Council establish a cost per seat of \$200, as recommended by the Recreation, Parks & Leisure Committee;
AND FURTHER THAT Council direct staff to provide the seats on a per row basis and that cost payment is made in advance as recommended by the Recreation, Parks & Leisure Committee;
AND FURTHER THAT Council direct staff to ensure the marketing of the program and the original placement of the name tag be performed by the community group but any necessary replacement or maintenance on the name tag for a period of five years following the original placement of the name tag be performed by the Township, after which the name tag may be removed at the discretion of the Township, as recommended by the Recreation, Parks & Leisure Committee.*

Recommendation:

THAT Council of the Corporation of the Township of Wellington North approve the purchase of a new kitchen heater for the Damascus Community Centre with the funds that were allocated for a new furnace, as recommended by the Recreation, Parks & Leisure Committee.

2. PLANNING

- a. County of Wellington Planning Committee Report, June 18, 2020, regarding County Official Plan Review – Progress Report #2 040

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington Planning Committee Report, dated June 18, 2020, regarding County Official Plan Review -Progress Report #2.

3. BUILDING

- a. Report CBO 2020-07 Building Permit Review Period Ending May 31, 2020 045

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2020-07 being the Building Permit for the period ending May 31, 2020.

4. ECONOMIC DEVELOPMENT

- a. Report EDO 2020-014 Wellington North Shop Local Program 047

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report EDO 2020-014 being a report on the Wellington North Shop Local Program;

AND FURTHER THAT Council supports promoting downtown shopping and ensuring physical distancing in a safe and comfortable environment by authorizing the closure of George Street in Arthur and Main Street in Mount Forest as follows:

- Main Street Mount Forest August 8th & 22nd
- George Street in Arthur August 15th & 29th

b. Report EDO 2020-015 Community Improvement Program

050

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report EDO 2020-015 being a report on the Community Improvement Program;

AND FURTHER THAT Council approve grants as follows:

- *\$ 500 Façade Improvement Grant for new signage at 101 Main Street North in Mount Forest, new home to B & A. Gardens*
- *\$2,500 Façade Improvement Grant for improvements at 212 Main Street North in Mount Forest, home of The Co-operators*
- *\$2,500 Façade Improvement Grant and a \$2,500 Façade Improvement loan for improvements at 9103 Highway 6 in Kenilworth for improvements made by the new owner, Marc McCrae*
- *\$2,500 Façade Improvement Grant for improvements at 274 Main Street South in Mount Forest, home to Dufferin Mutual Insurance and a vacant unit*
- *\$246 Façade Improvement Grant and \$630 Blade Sign grant for improvements at 257 Main Street South in Mount Forest, new home to The Imagination Space*
- *\$2,500 Façade Improvement Grant for improvements at 9128 Highway 6 in Kenilworth, home to Epoch's Garage.*

AND FURTHER THAT Council, in order to continue to support local businesses during the COVID epidemic and to help stimulate the economic recovery, approve an additional allocation of \$25,000 to the Community Improvement Program in 2020.

5. FINANCE

a. Cheque Distribution Report, July 7, 2020

055

Recommendation:

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

b. Report TR2020-09 being a report on the FCM MAMP funding application and Township Asset Management initiatives

057

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report TR2020-09 being a report on the FCM MAMP funding application and Township asset management initiatives;

FURTHER THAT council approve the engagement of a third-party consultant to provide consulting services in support of the 2020 Asset Management Initiatives to a maximum of \$65,000 inclusive of net tax;

AND FURTHER THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset

Management Program for AMP update, and development of AM readiness and risk frameworks.

AND FURTHER THAT that the Township of Wellington North commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- *Update to our Asset Management Plan*
- *Condition assessment & data collection (GIS)*
- *Training, organizational development and knowledge transfer, and*
- *Establishment of AM readiness & risk management frameworks for the Township.*

AND FURTHER THAT the Township of Wellington North commits up to a maximum of \$15,000 from reserve funds toward the costs of this initiative.

- c. Report TR2020-10 being an update report on the ICIP Green Stream, and the proposed 2020 Connecting Link application 069

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2020-010 being an update report on the ICIP Green Stream, and the proposed 2020 Connecting Link application for information;

AND FURTHER THAT Council support the submission of the Queen St. E (between Main St. and White's Bridge) project for the 2021-22 Connecting Link intake once available;

AND FURTHER THAT Council direct staff that the requisite funding for the Township's share of the 2021-22 Connecting Link Program be included, as appropriate, in the 2021 Capital Budget.

6. FIRE

- a. Report DFC 2020-002 Wellington North and Southgate Fire Protection Agreement 071

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DFC 2020-002 being a report on the Wellington North and Southgate Fire Protection Agreement;

AND FURTHER THAT Council of the Township of Wellington North authorize the Mayor and Clerk to enter into a Fires Service Agreement with the Township of Southgate for the provision of fire protection services.

7. OPERATION

- a. Report from CIMA+ regarding the Arthur Wastewater Treatment Plant Expansion Project: Contract 1, Quarterly Report Q2 2020 074

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the report from CIMA+ regarding the Arthur Wastewater Treatment Plant Expansion Project: Contract 1, Quarterly Report Q2 2020.

- b. Report OPS 2020-023 being a report on the award of the Township's 2020 bridge program 109

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2020-023 being a report on the award of the Township's 2020 bridge program;

AND FURTHER THAT Council award the request for tender to Reeves Construction Limited at a cost of \$231,928.59 plus applicable taxes.

- c. Report OPS 2020-24 being a report on the Township's Year-to-Date Wastewater Treatment Plant Flows 112

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2020-024 being a report on the Township's year-to-date (May 31, 2020) wastewater treatment plant flows.

8. ADMINISTRATION

- a. Report CLK 2020-013 Award Contract 2020-008 Construction Drain 2 (Martin) Arthur 116

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2020-013 being a report to award Contract 2020-008 for construction of Drain 2 (Martin) Arthur;

AND FURTHER THAT the Council of the Township of Wellington North award Agdrain Inc. at a price of \$71,542.13 excluding HST.

- b. Social Media Policy 120

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information the Social Media Policy

9. COUNCIL

- a. Crime Stoppers Guelph Wellington Newsletter, the Informant, Summer 2020, 2nd Quarter 125

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Crime Stoppers Guelph Wellington Newsletter, The Informant, Summer 2020, 2nd Quarter.

- b. Report from Bruce Whale, GRCA Board Member, on the Grand River Conservation Authority to June 26, 2020 127

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the report from Bruce Whale, GRCA Board member, on the Grand River Conservation Authority to June 26, 2020.

- c. Centre Wellington Community Foundation, Media Release, July 1, 2020, \$10,880 COVID-19 technology grant to the Township of Wellington North in partnership with the Mount Forest Family Health Team to facilitate the Mennonite and Amish communities' access to virtual medical services 141

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Centre Wellington Community Foundation, Media Release, July 1, 2020, \$10,880 COVID-19 technology grant to the Township of Wellington North in partnership with the Mount Forest Family Health Team to facilitate the Mennonite and Amish communities' access to virtual medical services

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 July 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 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
- Recreation, Parks and Leisure Committee
- 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 Business Improvement Area
- Arthur BMX/Skateboard Park Advisory Committee
- EarlyON Child and Family Services Committee

Councillor McCabe (Ward 4):

- Recreation, Parks and Leisure Committee
- Saugeen Valley Conservation Authority

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

Mayor Lennox:

- Wellington North Power
- Ex Officio on all committees

BY-LAWS

- a. By-law Number 056-20 being a by-law to authorize the execution of a Fire Protection Agreement between the Corporation of the Township of Southgate and the Corporation of the Township of Wellington North 143
- b. By-law Number 057-20 being a by-law to amend By-law 011-19 being a by-law to provide for actual cost to provide for a drainage works in the Township of Wellington North in the County of Wellington, known as Drain 48 Cormack 154

Recommendation:

THAT By-law Number 056-20 and 057-20 be read a First, Second and Third time and enacted.

CONFIRMING BY-LAW NUMBER 058-20 156

Recommendation:

THAT By-law Number 058-20 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 July 13, 2020 be read a First, Second and Third time and enacted.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of July 13, 2020 be adjourned at __:__ p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Mount Forest Chamber of Commerce Directors Meeting	Tuesday, July 14, 2020	7:00 p.m.
Arthur Business Improvement Association Directors Meeting	Wednesday, July 15, 2020	7:00 p.m.
Arthur Chamber of Commerce Directors Meeting	Tuesday, July 21, 2020	5:30 p.m.
Regular Council Meeting – via video conference	Monday, July 27, 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



Arthur Business Improvement Association
Keith Harris, Chair
kikimaplesweet@gmail.com

The Township of Wellington-North

7490 Sideroad 7 W, PO Box 125
Kenilworth, Ontario N0G 2E0

Dear Mayor and Council,

The Arthur BIA is active and ready to start the work necessary to make improvements to the Arthur downtown area.

In addition to the Connecting Link project that we are working on with the Arthur Chamber and Municipal staff there are two other projects that have received RED funding that we think are great opportunities for the BIA to get involved in and support.

Firstly there is the Winter Seasonal Downtown Decorations Project. Secondly, there is another worthwhile project to attract and entertain visitors to the area, namely The Outdoor Gym Project.

The Winter Seasonal Downtown Decorations Project, the most time sensitive of the two projects, needs the funding very soon so we that we can to leave the planning stages and get on with the implementation phase.

It costs money, of course, of which the Arthur BIA has a lack of. It was decided by the Arthur BIA not to impose a 2020 levy due to the already harsh economic conditions suffered by the Arthur Businesses.

In order to be able to support these projects and get them going the Arthur BIA is requesting a loan from The Township of Wellington-North of \$10,000. This would be paid back from future levies.

Warmest Regards,

B. Keith Harris
Chair, Arthur Business Improvement Association

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – JUNE 22, 2020 – 7:00 PM
CLOSED SESSION TO FOLLOW OPEN SESSION**

VIA WEB CONFERENCING: Click here to view: <https://youtu.be/V4eUvhXPeTc>

Members Present:

Mayor:	Andrew Lennox
Councillors:	Sherry Burke
	Lisa Hern
	Steve McCabe
	Dan Yake

Staff Present:

Chief Administrative Officer:	Michael Givens
Director of Legislative Services/Clerk:	Karren Wallace
Deputy Clerk:	Catherine Conrad
Director of Finance:	Adam McNabb
Economic Development Officer:	Dale Small
Chief Building Official:	Darren Jones
Director of Operations:	Matthew Aston
Community Recreation Coordinator:	Mandy Jones
Human Resources Manager:	Chanda Riggi
Fire Chief:	Chris Harrow

CALLING TO ORDER

ADOPTION OF THE AGENDA

RESOLUTION: 2020-181

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Agenda for the June 22, 2020 Regular Meeting of Council with the addition of the amendment to the financial statement be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest disclosed.

PRESENTATIONS

1. Murray Short, RLB Chartered Professional Accountants

- 2019 Financial Overview
- Summary of Key Operating Measures

Mr. Short reviewed the Consolidated Financial Statements for the year ended December 31, 2019 for The Corporation of the Township of Wellington North and the Summary of Key Operating Measures.

RESOLUTION: 2020-182

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT Council of the Corporation of the Township of Wellington North receive Consolidated Financial Statements for the year ended December 31, 2019 as amended;

AND FURTHER THAT Council authorizes staff to allocate general surplus pursuant to the Reserves and Reserve Funds Policy 006-19.

CARRIED

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, June 1, 2020

RESOLUTION: 2020-183

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the minutes of the Regular Meeting of Council held on June 1, 2020 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

No business arising from previous meetings of Council.

ITEMS FOR CONSIDERATION

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

3a, 3c, 4b, 5a, 6a, 7b

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2020-184

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT all items listed under Items for Consideration on the June 22, 2020 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest District Chamber of Commerce meeting held on May 12, 2020.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce meeting held on May 12, 2020.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee meeting held on June 10, 2020.

THAT Council of the Corporation of the Township of Wellington North receive Report DC 2020-015 being a report on H. Bye Construction Limited Draft Plan of Subdivision Agreement – London Road/Broomer Crescent, Mount Forest, Ontario.

*AND FURTHER THAT the Corporation enter into a Subdivision Agreement with H. Bye Construction Limited, in the form, or substantially the same form as the draft Agreement;
AND FURTHER THAT the Mayor and the Clerk of the Corporation be authorized and directed to sign the Agreement on behalf of the Corporation.*

THAT Council of the Corporation of the Township of Wellington North receive Report DC 2020-016 regarding the Final Approval of the Allan & Catherine Sharpe Site Plan Agreement.

THAT Council of the Corporation of the Township of Wellington North receive the Report EDO 2020-011 Community Improvement Program;

AND FURTHER THAT Council approve grants as follows:

- *up to \$10,000 to Cordon Canada Ltd. for the planned improvements to 250 Main Street South in Mount Forest*

- \$2,500 Façade Improvement grant to 2452238 Ontario Inc. owners of the building at 281 Main Street South in Mount Forest.
- \$2,500 Façade Improvement grant to Claudette Liske owner of the building at 190 Main Street South in Mount Forest.
- \$2,500 Façade Improvement Grant and \$400 Application Fees Grant to Northview Properties (Darryl Good) @ 392 Main Street North, Mount Forest

THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated June 17, 2020.

THAT the Council of the Corporation of the Township of Wellington North receive the correspondence, dated June 4, 2020, from the Ministry of Municipal Affairs and Housing regarding funding for reliable broadband access across Ontario.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2020-185

Moved: Councillor Hern

Seconded: Councillor Yake

THAT Council of the Corporation of the Township of Wellington North receive for information Report EDO 2020-009 being an update from the Economic Development Office.

CARRIED

RESOLUTION: 2020-186

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT Council of the Corporation of the Township of Wellington North receive the Report EDO 2020-012 Connecting Link Streetscape Enhancements Update;

AND FURTHER THAT Council support the recommendations and plan outlined in this report to engage with the Arthur Chamber of Commerce, BIA and Township Engineer.

CARRIED

RESOLUTION: 2020-187

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report TR2020-08 being a report on County Financial Relief Measures, and update on current year Township financial health;

AND FURTHER THAT the Council direct staff to issue the June 2020 County levy instalment in full, and defer the Education payments to the Province due in quarters 2 and 3 to optimize cash flow for the Township, and offset collection delays born by Township response to the COVID-19 global pandemic.

CARRIED

RESOLUTION: 2020-188

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report DFC 2020-001 being a report on the Wellington North Fire Services Social Media Policy;

AND FURTHER THAT Council approve the Wellington North Fire Services social media policy.

CARRIED

RESOLUTION: 2020-189

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2020-011 being a report on the Township's drainage superintendent services;
AND FURTHER THAT Council direct staff work with Town of Minto in developing an agreement for the hiring of a full-time shared municipal drainage superintendent; and
AND FURTHER THAT Council direct staff to bring the agreement for review and approval to a future meeting of Council.*

CARRIED

RESOLUTION: 2020-190

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive correspondence, dated June 3, 2020, from the Township of Puslinch regarding Council Resolution No. 2020-104 passed at the April 22, 2020 Township of Puslinch Council Meeting regarding motions for support for Conservation Authorities.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Burke (Ward 2):

- Mount Forest BIA: new banners and entrance gateway signage has been designed with installation at all four entryway locations to take place over the summer; downtown planters are in place; bike racks have been installed on Main Street and a couple side streets.
- Mount Forest Aquatic Ad-Hoc Advisory Committee is working on a report for the Recreation, Parks and Leisure Committee meeting. There are a few bricks that need to be etched.

Councillor Hern (Ward 3):

- Mount Forest Chamber of Commerce: Krista Blenkhorn, HR Manager at Vintex Inc., has joined the Board as a Director; the Chamber is starting the recruitment process for a new administrator; a social media push commenced and is seeing good results with 400 Instagram followers; more marketing is needed regarding shopwellingtonnorth.com, both to make it easier to attract shopper traffic and to bring more business on board.
- Arthur Chamber of Commerce: the Chamber has a draft design for a shop Arthur billboard; the Chamber is taking charge of selecting the main street Christmas decorations, that the Rural Economic Development (RED) grant will be funding on a cost share basis.
- Arthur BIA: The first AGM will be held on November 18th with location or format to be determined; next meeting will be held July 15th at 7:30 p.m.; the BIA is thankful for Township follow up regarding their Queen's Hotel concerns; BIA Chair Keith Harris will present a request for start up funds; They will have an initial list of streetscape enhancements by June 30; the BIA is considering grant money to start a website, or using a page on the Chamber website.

- Cultural Roundtable: The next meeting will be in August; Bonnie is working diligently on the Mount Forest Cemetery 'Find a Grave' project; the Metz Pumpkinfest is attracting a lot of attention.

Mayor Lennox:

- Other jurisdictions are looking at relaxing rules around outdoor patios for dining. There have not been requests but he would be supportive if requests come in.

BY-LAWS

- a. By-law Number 051-20 being a by-law to enter into a Mutual Drain Agreement with 1581715 Ontario Limited, Lynmur Valley Inc., The Corporation of the Town of Grand Valley and The Township of Wellington North
- b. By-law Number 052-20 being a by-law to enter into a Mutual Drain Agreement with Van Dongen, Cherri and Dasilva and the Township of Wellington North
- c. By-law Number 053-20 being a by-law to authorize a Subdivision Agreement (H. Bye Construction Limited)

RESOLUTION: 2020-191

Moved: Councillor Yake

Seconded: Councillor Hern

THAT By-law Number 051-20, 052-20 and 053-20 be read a First, Second and Third time and enacted.

CARRIED

CULTURAL MOMENT

Celebrating Ian Turner

Ian Turner, a man who contributed so much to his community was highly worthy of the *Senate 150 Award* he received in 2017 for community leadership and volunteerism. The focus of this cultural moment is his involvement in the Arthur and Area Historical Society. Ian was, for all the years the Society has existed, at the heart of its success as a showcase for local, Canadian, and broader history.

Central to Ian's work with Historical was supporting the local history murals, giving walking tours to visitors, and giving his own time and recruiting student volunteers to the local Trails system initiated by the Society.

Among his many contributions, were his interest in and skillful organizing of trips for the Society members and the community. They combined visits to historical or noteworthy places, such as fascinating museums, intriguing small businesses, and unusual shops, with appealing lunch stops, and breaks at the nearest Tim's. His experiences as a History teacher shepherding groups of high school students was invaluable.

Ian's talents as a teacher fit in perfectly with the presentations the Society made each year at Caressant Care and the Society Rooms. With other members, he worked his way through the decades of the 20th Century on such topics as the "Titanic", a World War II overview, local black history, and a look at education through his teaching years.

Whatever presentation he made, Ian was a master storyteller, whose insightful stories were always sprinkled with humour. His last presentation to Historical was one of his favourite subjects: trips with his students: to New York and Europe, and to Montréal on the day of the Referendum to support the "No" vote. These adventures brought tears of laughter throughout.

It is fitting that Ian gave us some of our happiest moments at the last meeting of the Society before the pandemic descended. His contributions to our history and culture live on.

Submitted by Gail Donald Wellington North Cultural Roundtable

CLOSED MEETING SESSION

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

- (d) labour relations or employee negotiations
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

RESOLUTION: 2020-192

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 8:35 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

- (d) labour relations or employee negotiations*
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.*

CARRIED

RESOLUTION: 2020-193

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North recess to allow those not participating in the closed session to leave the meeting.

CARRIED

1. REPORTS

- a. Report EDO 2020-013 Queens Hotel Development
- b. Report HR 2020-001 Employee Remuneration

2. REVIEW OF CLOSED SESSION MINUTES

- May 19, 2020

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2020-194

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 9:35 p.m.

CARRIED

RESOLUTION: 2020-195

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2019-013 being a report on the Queens Hotel Development;

AND FURTHER THAT Council approve the confidential direction given to staff.

CARRIED

RESOLUTION: 2020-196

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report HR 2020-001 being a report on Employee Remuneration;

AND FURTHER THAT Council approve the confidential direction given to staff.

CARRIED

RESOLUTION: 2020-197

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the May 19, 2020 Council Meeting

CARRIED

CONFIRMING BY-LAW

RESOLUTION: 2020-198

Moved: Councillor Hern

Seconded: Councillor Yake

THAT By-law Number 054-20 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 June 22, 2020, 2020 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

RESOLUTION: 2020-199

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Regular Council meeting of June 22, 2020 be adjourned at 9:37 p.m.

CARRIED

CLERK

MAYOR

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF SPECIAL COUNCIL MEETING – JUNE 29, 2020 AT 7:00 P.M.
OPEN SESSION FOLLOWED BY CLOSED SESSION
VIA WEB CONFERENCING**

<u>Members Present:</u>	Mayor:	Andrew Lennox
	Councillors:	Sherry Burke Steve McCabe Dan Yake
<u>Member Absent:</u>	Councillor:	Lisa Hern
<u>Staff Present:</u>		
	Chief Administrative Officer:	Michael Givens
	Director of Legislative Services/Clerk:	Karren Wallace
	Deputy Clerk:	Catherine Conrad
	Chief Building Official:	Darren Jones
	Manager of Planning and Environment:	Linda Redmond

CALLING TO ORDER – Mayor Lennox

ADOPTION OF THE AGENDA

RESOLUTION: 2020-200

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the Agenda for the June 29, 2020 Special Meeting of Council be accepted and passed.
CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest disclosed.

CLOSED MEETING SESSION

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

- (I) For the purpose of educating or training the members AND at the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee

RESOLUTION: 2020-201

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 7:01 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

- (I) For the purpose of educating or training the members AND at the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

CARRIED

1. REPORTS

- a. Committee of Adjustment – Education and Training Session

2. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2020-202

Moved: Councillor Yake

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 8:19 p.m.

CARRIED

CONFIRMING BY-LAW

RESOLUTION: 2020-203

Moved: Councillor Burke

Seconded: Councillor Yake

THAT By-law Number 055-20 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Special Meeting held on June 29, 2020 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

RESOLUTION: 2020-204

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Special Council meeting of June 29, 2020 be adjourned at 8:20 p.m.

CARRIED

CLERK

MAYOR



146 George St., P.O. Box
Arthur, Ontario N0G 1A0
(519)-848-5603

**Directors Meeting Minutes
June 16, 2020**

Attending: Tom Gorecki, Paula Coffey, Jacklyn Winter, Kristina Kelly, Dale Small, Lisa Hern, Faye Craig

Jacklyn called meeting to order @ 5:31pm

Approval of Minutes (April Meeting) - Approved by Tom, Paula seconded

Committee Reports-

Economic Report - Presented by Dale Small

- Red funding has been approved (Christmas decorations, Outdoor Gym & more)
- Hoping to get additional support from the BIA
- Dale asked the Chamber to order the decorations (24 in total- for hydro poles)
- Paula will check to see what the ones she was quoted for and see if those are the ones we should order
- The Canada banners will be hung up within the next few days
- A report on the Queens Hotel will be coming up soon
- Mount Forest farmers market opens this weekend and currently has 11 vendors
- Wellington North has received another Digital Main Street Grant (The Chamber is included)
- Businesses outside the downtown core are also encouraged to apply
- Dale encouraged all to join in this incentive
- Jacklyn will send an email blast when registration opens (July 1st, 2020)

Council Report – Presented by Lisa Hern

- Wellington, Guelph, Dufferin Health unit has now issued a mandatory mask order
- The brush pick up program will now be handled by the county
- The Arthur and Mount Forest Splash Pad will hopefully be open by the end of the month
- Wellington North is having a efficiency review and we now have one Fire Chief for all of WN – Chris Herrol (previously he was the Chef of Minto)
- 150 million will be dedicated to better broadband & cell service for rural WN
- Zoom meeting still happening for the Township and the public is invites to join the online meetings

Business Arising from Previous Meeting:

Billboard on Hwy 6:

- 2X16" Sign has been approved by all Directors to be placed under the Arthur Foodland billboard
- Tom will speak to the billboard company and arrange completion date and contract details
- Tom also noted there would be no fee from Abate to have our sign on his property

New Chamber Laptop:

- Jacklyn provided 2 quotes for a new laptop for the Chamber
- One from C3 Techs and one from Best Buy
- The Directors were in all agreement to purchase a new laptop from C3 Techs (supporting our local businesses) and to ask Corey to import data from the old computer to the new one
- Quotes were approx \$1050.00

New Business

Continuation of paint the town theme:

- Paula mentioned the ladies whom painted the rainbows around town would love to continue the theme of decorating the main street
- They have suggested projects such as poppy painting for Remembrance Day, a community art board
- Judy would like to take the lead on the projects and Paula will reach out to them to get a quote for this type of project

Summer Student:

- The summer student program will be put on hold for this summer due to Covid restrictions

Floor Renovations:

- The Arthur Foodbank is having the flooring replaced in the Foodbank and the back-washroom area and wanted to know if the Chamber would also like to have the flooring replaced in the front lobby
- At this time the Chamber will wait at this time
- Dale will also look into the possibility of the Township helping with some of the cost as the building is owned by the Township

Balanced Breath Studio:

- Sadly, Balanced Breath Studio is closing
- Kristina would like to still be involved as much as she can with the Chamber and community
- All Directors welcome all of her help and appreciate all she has done for the Chamber and community
- Her presence in town will be missed

Agenda Approval- Additions and deletions

Canada Day Feature in the Wellington Advertiser

- Faye showed Directors a proof of the newly designed Canada Day feature
- All Directors in agreeance to go ahead with add

Presidents Report:

- Nothing to report

Correspondence:

-Nothing to report

Financial Report:

-All financials in good standing – See attached report

Administrators Report:

-Nothing to add at this time

Meeting Closed -

Paula motioned meeting closed at 6:12pm and Tom seconded

Next Meeting Date:

July 21st @ 5:30pm VIA ZOOM

Meeting Outline for 2020:

September 8th @ 5:30pm

October 13th @ 5:30pm

November 10th @ 5:30pm

December 8th @ 5:30pm

Dates to Remember:

October 22nd, 2020 -AGM

MINUTES
ARTHUR BUSINESS IMPROVEMENT ASSOCIATION MEETING
JUNE 17th, 2020 @ 10:30 AM
VIA ZOOM VIDEO CONFERENCE

BOARD MEMBER ATTENDEES:

Angela Alaimo,
 Sheila Faulkner,
 Mitch Keirstead,

Gord Blyth,
 Tom Gorecki,
 Councilor Lisa Hern

Paula Coffey,
 Keith Harris, Chair
 Jim Coffey

OTHER ATTENDEES:

Dale Small; Economic Development Officer
 Cathy Conrad; Deputy Clerk

REVIEW AND ADOPTION OF THE AGENDA

Chair Keith called the meeting to order at 10:33am, and the agenda was reviewed and approved. Moved by Keith Harris and seconded by Sheial Faulkner. **Carried**

APPROVAL OF MINUTES FROM PREVIOUS MEETING

The minutes from the May 20th Arthur Business Improvement Association meeting were reviewed and approved. Moved by Tom Gorecki., seconded by Mitch Keirstead **Carried**

UPDATE FROM THE CHAIR

Keith provided an update on the two letters sent by the BIA. One to express concerns with the condition of the old Queens Hotel and the other to support Councilor Hern's Notice of Motion on the Connecting Link Project.

Discussion also took place regarding the suggestion to send a letter to the Township to ask for some up-front funding in order to open the Bank Account and to potentially support some initial projects. Later in the meeting a motion was made by Mitch Keirstead and seconded by Tom Gorecki that the BIA ask for \$10,000 to be paid back to Wellington North using funds from future years BIA tax levy. **Carried**

BUSINESS ARISING FROM THE MINUTES

The following BIA by-laws were provided to the Board as part of the agenda package:

- 121-19 being a by-law to designate a Business Improvement Area within Arthur
- 120-19 a procedure by-law for the Calling, Place and Proceedings of meetings for the BIA
- 122-19 being a by-law to establish a Board of Directors and membership for the BIA
- 024-20 being by-law to appoint members to the Arthur BIA Board of Directors

The by-laws were reviewed and discussed. Clarification was provided in terms of quorum for annual meetings and a request was made for a copy of the Township's Conflict of Interest policy which is attached to these minutes for the Boards information.

DISCUSSION ITEMS

- It was also agreed at the May 20th meeting that the BIA would take-over the Arthur Downtownrising logo and make it the new **Arthur BIA logo**. Gord will ask Caroline to do some tweaking for approval at our next Directors Meeting. Copy follows:



Councilor Hern also mentioned the new funding announced by the province on June 11th in regard to the Digital Main Street program and wondered if the BIA might be eligible to apply for funding to assist with the creation of a website and social media platform. Dale and Keith will investigate and report back at next meeting. The application process open July 1st.

- Paula and Gord provided an update on potential streetscaping enhancements they had identified for review and discussion as part of the **Connecting Link Project**. Ideas include:
 - Implementation of two/three “Chokers”. These features are curb extensions that narrow the street by widening the sidewalks or installing planters that lead to a reduction in the width of a roadway, reduce speed and pedestrian crossing distance.
 - Paving treatment ideas to support informal pedestrian crossways
 - Consideration to posting of reduced speed limits or better streetlight synchronization
 - Incorporate more seating, trash receptacles, bicycle racks and greenery
 - Alleyway between Sussman’s and Eclectica to be paved and curbed for a community area to support community events and creation of a community art project
 - Accessibility improvements to the area around Foodland
 - Location for the Outdoor gym and outdoor gym equipment from the RED grant
 - Consideration to “winter trees” for seasonal decorations.

This list of ideas needs to be finalized by the end of June so if anyone has any additional thoughts or ideas please share them with Paula before end of month. Next steps include engaging the Township Engineer and agreeing to a finalized list with the Chamber and Township by the end of August.

Council approval, including funding recommendations to occur in September and the plan is for the overall project to go to tender late 2020.

- The Board discussed the draft letter that Mitch had started in an effort to get something out to the BIA members. The letter will include:
 - Introduction of the Board members
 - Request for members to share ideas for the BIA workplan
 - Contact information, including email address to be requested,
 - Inform the members that due to COVID 19 there will not be a BIA tax levy in 2020 and that any BIA Tax levy for 2021 will be presented at the November AGM

With the above direction Chair Keith will prepare a second draft of the letter and will share it with everyone for final review before it is distributed to the membership.

- Moved by Angela Alaimo and seconded by Mitch Keirstead that the Arthur Business Improvement Association AGM be scheduled for Wednesday November 18th @ 7:00pm at the Arthur & District Community Centre. **Carried**

NEXT MEETING

- It was agreed that for now the BIA Board would continue to meet on the third Wednesday of each month via ZOOM however the time of the meeting would change to 7:30PM.

The next Arthur BIA meeting will be held on Wednesday July 15th @ 7:30pm

ADJOURNMENT

- Moved by Sheila Faulkner and seconded by Jim Coffey that the meeting be adjourned at 11:50am **Carried**



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

WELLINGTON NORTH CULTURAL ROUNDTABLE COMMITTEE MINUTES THURSDAY JUNE 18TH, 2020 @ 12:00 PM; VIA ZOOM

Members Present: Chair: Jim Taylor Penny Renken Gail Donald
Linda Hruska Lisa Hern, Councillor Bonny McDougall

Members Absent: Robert Macdonald Gary Pundsack

Staff Present: Economic Development Officer; Dale Small

CALLING TO ORDER – Chair Taylor

EDO Dale opened the ZOOM meeting at 11:55am and Chair Jim Taylor called the meeting to order at 12:00pm

ADOPTION OF THE AGENDA – Chair Taylor

RESOLUTION: CRT2020-001

Moved: Jim Taylor

Seconded: Gail Donald

THAT the agenda for the June 18th, 2020 Cultural Roundtable Committee meeting be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No Disclosure of Pecuniary Interest

MINUTES OF PREVIOUS MEETING

RESOLUTION CRT2020-002

Moved: Jim Taylor

Seconded: Penny Renken

THAT the minutes from the May Cultural Roundtable Committee meeting be accepted and passed.

CARRIED

BUSINESS ARISING FROM THE MINUTES

The team talked about the upcoming Cultural Moments agreeing to the following schedule:

TOPIC	RESPONSIBILITY	Council Meeting
Ian Turner	Gail Donald	June 22 nd
Horticultural Society	Linda Hruska	July 13 th
Saugeen Valley Nursing Home	Penny Renken	August
Damascus	Gary Pundsack	September

NEW BUSINESS/REVIEW OF 2020 PLANS

1. **Update from the Chair:** Jim provided an update from his perspective on COVID 19 and a general discussion and roundtable followed. Jim also suggested that at our next roundtable meeting we dedicate some time to discuss how we can re-start some of our planned projects that are currently stalled.
2. Gail provided an update on Arthur Trails as well as the Arthur Historical Society who have started to have a few people come together at the building however they are still closed to the public. Gail also mentioned the passing of Ian Turner and the nice service that was held and that it can be viewed on youtube by going to St. Andrews Presbyterian Church.
3. Bonnie updated on the Metz PumpkinFest which is planning to go ahead as scheduled following the Public Health protocols that are in place at that time. They will make adjustments, as necessary at the time and she mentioned the “fierce” challenges going on between politicians in Mapleton, Centre Wellington, Wellington North as well as Senator Black to see who can grow the biggest pumpkin! There is also a good article in this week’s Advertiser and Jim Coffey (Fergus) one of the local organizers, is quoted as thanking the Cultural Roundtable for our sponsorship through our grants program.

Bonnie is also continuing her work at the cemetery with upwards to 80% of the sites now photographed and documented in Find-A-Grave.
4. Penny advised that the Lynes Blacksmith Shop would not be opening to the public this year however workers are continuing to perform lawn maintenance and other repair work.
5. Lisa updated on the plans to open the Splashpad as well as the downtown improvements that we hope to have take place as part of the Connecting Link project in Arthur next year.
6. Linda commented on virtual meetings and how comfortable most groups are becoming in conducting meetings this way.
7. Dale updated on the Farmers Market that opens on June 20th, the new shopwellingtonnorth on-line platform as well as the new banners in both towns. The new entryway signage in Mount Forest will also be installed soon and they have adopted the roundtable’s Simply Explore theme. Dale also updated on some plans being made to promote the re-opening of our downtowns and that the need to shop local and support local is more important now than ever.

NEXT MEETING

Resolution: CRT2020-003

Moved: Gail Donald

Seconded: Linda Hruska

THAT the Cultural Roundtable Committee’s next ZOOM meeting be scheduled for August 20th, 2020

CARRIED

ADJOURNMENT

Resolution: CRT2020-004

Moved: Bonnie McDougall

THAT the Cultural Roundtable Committee meeting be adjourned at 12:40pm

CARRIED



Grand River Conservation Authority

Summary of the General Membership Meeting – June 26, 2020

This meeting was held virtually and streamed live for the public on

[GRCA's Board Webcast Page](#)

To GRCA/GRCF Boards and Grand River watershed municipalities - Please share as appropriate.

Action Items

The Board approved the resolutions in the following reports as presented in the agenda:

- GM-06-20-42 - Financial Summary
- GM-06-20-40 - Elora Quarry Perimeter Fencing Tender Results
- GM-06-20-45 - Grand River Conservation Foundation Member Appointments
- GM-06-20-C03 – Property Disposition – Town of Erin (Closed Agenda)

Information Items

The Board received the following reports as information:

- GM-06-20-39 - Cash and Investment Status
- GM-06-20-41 - Current Watershed Conditions
- GM-06-20-44 - Pinehurst Lake and Byng Island Conservation Areas Seasonal Camping Winter Storage
- GM-06-20-43 - Status of Beach Monitoring Program

Correspondence

The Board received the following correspondence:

- Township of Puslinch - Council Resolution

Please note that there is no meeting of the General Membership scheduled for July.

For full information, please refer to the [June 26 Agenda Package](#). Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following the next meeting of the General Membership scheduled on August 28, 2020.

You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.

April 15, 2020

Maitland Source Protection Authority Meeting #2/20 Minutes

Member's Present: Dave Turton, Matt Duncan, Roger Watt, Alison Lobb, Kevin Freiburger, Anita van Hittersum, Megan Gibson, Cheryl Matheson, Alvin McLellan, Erinn Lawrie

Member's Absent With Regrets: Ed McGugan

Staff Present: Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Financial Services Coordinator
Stewart Lockie, Conservation Areas Coordinator

The Maitland Source Protection Authority (MSPA) was called to order by Chair Turton at 8:20pm.

a) Approval of the Minutes:

Motion MSPA #4-20

Moved by: Alison Lobb

Seconded by: Megan Gibson

That the minutes from the MSPA meeting #1-20 of January 22, 2020 be approved.

(carried)

b) Appointment of Members to the Joint Management Committee for 2020-2021: Report #3-20

Report #3-20 was presented and this motion followed.

Motion MSPA #5-20

Moved by: Cheryl Matheson

Seconded by: Roger Watt

That Dave Turton and Matt Duncan be appointed to the Joint Management Committee from March 18, 2020 to March 17, 2021; **And that** Alison Lobb be appointed as the alternate on the Joint Management Committee.

(carried)



c) Renewal of Agreement between MSPA and ABCA for Drinking Water Source Protection for 2020-2021: Report #4-20

Report #4-20 was presented and this motion followed.

Motion MSPA #6/20

Moved by: Megan Gibson

Seconded by: Alison Lobb

That the Maitland Valley Conservation Authority enter into a management agreement with the Ausable Bayfield Source Protection Authority as outlined in Report #4-20.

(carried)

d) Adjournment

The MSPA meeting adjourned at 8:25pm with this motion.

Motion MSPA #5-20

Moved by: Roger Watt

Seconded by: Matt Duncan

THAT the Maitland Source Protection Authority meeting be adjourned.

(carried)



Dave Turton
Chair



Danielle Livingston
Administrative/Financial
Services Coordinator

Board of Directors Meeting #4-20

April 15, 2020

Member's Present: David Turton, Matt Duncan, Roger Watt, Alison Lobb, Kevin Freiburger, Anita van Hittersum, Megan Gibson, Cheryl Matheson, Alvin McLellan, Erinn Lawrie

Absent with regrets: Ed McGugan

Staff Present: Phil Beard, General Manager-Secretary-Treasurer
Danielle Livingston, Admin-Financial Services Coordinator
Stewart Lockie, Conservation Areas Coordinator

Community Members: Paul Seebach, Seebach and Company

1. Call to Order

Chair Turton welcomed everyone, called the meeting to order at 7:15 pm and reviewed the meeting objectives.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time

3. Proposed Amendment to MVCA's Bylaw: Report #19-20

Report #19-20 was presented and the following motions were made.

Motion FA #22-20

Moved by: Roger Watt

Seconded by: Alison Lobb

That MVCA's Administrative Bylaw be amended as follows: Section (C) Meeting procedures Subsection 1 Rules of Procedure be renumbered as Subsection 1(a) and that Subsection 1(b) State of Emergency be added as outlined in Report #19-2020 as amended."

(carried)



Motion FA #23-20**Moved by: Matt Duncan****Seconded by: Alison Lobb**

That MVCA adopt the rules of procedure for closed or in-camera meetings as outlined in Report #19-20.

(carried)**Motion FA #24-20****Moved by: Roger Watt****Seconded by: Alvin McLellan**

That MVCA develop an amendment to its Administrative Bylaw to allow members to participate in meetings electronically and to hold meetings electronically even when there is no state of emergency and that the amendments be considered by the Members at their May 20, 2020 meeting.

(carried)**4. Approval of the Minutes****Motion FA #25-20****Moved by: Megan Gibson****Seconded by: Cheryl Matheson**

THAT the minutes from the Maitland Valley Conservation Authority (MVCA) General Membership meeting #2-20 of January 22, 2020 and the Annual Meeting #3-20 of February 19, 2020 be approved.

(carried)

5. Presentations: Paul Seebach of Seebach & Company Chartered Professional Accountants, 2019 Draft Audit Report, **Report #10-20**

Report #10-20 was presented. The Members were satisfied with the 2019 draft financial statement and made the following motion.

Motion FA #26-20**Moved by: Megan Gibson****Seconded by: Alvin McLellan**

That the auditor's report be accepted as presented.

(carried)**6. Business Requiring Direction and Decision:**

a) 2020 Budget & Work Plan: **Reports #11A-20 and #11B-20**

Report #11A-20 was presented and this motion followed.

Motion FA #27-20**Moved by: Erinn Lawrie****Seconded by: Roger Watt**

That the work plan priorities for 2020 be approved as outlined in report #11A-20.

Report #11B-20 was presented and Chair Turton called for the Member's to vote on behalf of their respective Municipality on the levy amounts and disbursements that have been circulated.

(carried)

Municipality	Member	Assessment Value (%)	In Favour	Not In Favour	No Comment	Absent
ACW	Roger Watt	12.50	√			
Central Huron	Alison Lobb	9.90	√			
Goderich	Erinn Lawrie	11.19	√			
Howick	Megan Gibson	4.40	√			
Huron East	Alvin McLellan	10.65	√			
Huron Kinloss	Ed McGugan	6.27				√
Mapleton	Dave Turton	0.87	√			
Minto	Dave Turton	6.84	√			
Morris-Turnberry	Kevin Freiburger	5.12	√			
North Huron	Anita van Hittersum	5.85	√			
North Perth	Matt Duncan	21.32	√			
Perth East	Cheryl Matheson	1.82	√			
South Bruce	Ed McGugan	0.06				√
Wellington North	Dave Turton	2.74	√			
West Perth	Cheryl Matheson	0.47	√			

The results of the recorded vote were 93.67% in favour, 0% not in favour, 6.33% were not present therefore Motion #28/20 carried.

Motion FA #28-20

That the matching and non-matching levy be approved at \$1,566,181 for 2020; **And that** the levy be apportioned to each municipality in accordance with the 2020 levy schedule.

Motion FA #29-20

Moved by: Matt Duncan

Seconded by: Roger Watt

That the 2020 budget be approved as outlined in report #11B-20.

(carried)

b) 2020 Members Work Plan: Report #12-2020

Report #12-20 was presented and the following motion was made.

Motion FA #30-20

Moved by: Roger Watt

Seconded by: Alvin McLellan

That the work plan for 2020 be adopted as outlined in Report #12-20.

(carried)

c) Draft Meeting and Business Schedule for 2020: **Report #14-20**

Motion FA #31-20

Moved by: Megan Gibson

Seconded by: Matt Duncan

That the meeting schedule for 2020 be approved as outlined in Report #14-20.

(carried)

d) Appointments to Committees: **Report #15-20**

Report #15-20 was presented and these motions followed.

Motion FA #32-20

Moved by: Alison Lobb

Seconded by: Alvin McLellan

That Dave Turton be appointed as the MVCA's delegate to Conservation Ontario; **And that** Matt Duncan and Roger Watt be appointed as alternates.

(carried)

Motion FA #33-20

Moved by: Alison Lobb

Seconded by: Roger Watt

That Matt Duncan be appointed to the Board of Directors of the Maitland Conservation Foundation for 2020.

(carried)

Motion FA #34-20

Moved by: Matt Duncan

Seconded by: Megan Gibson

That Alison Lobb be appointed to the John Hindmarsh Environmental Trust Fund Board for 2020.

(carried)

Motion FA #35-20

Moved by: Alison Lobb

Seconded by: Megan Gibson

That Cheryl Matheson be appointed to the Personnel Committee for 2020.

(carried)

Motion FA #36-20**Moved by: Roger Watt****Seconded by: Alvin McLellan**

That Alison Lobb be appointed as the MVCA's representative to the Huron County Water Protection Steering Committee for 2020.

(carried)

Motion FA #37-20**Moved by: Megan Gibson****Seconded by: Cheryl Matheson**

That Matt Duncan be appointed to the Carbon Footprint Initiative Leadership Team for 2020; **And that** Dave Turton be appointed as the alternate.

(carried)

e) Appointment of Solicitors, Bank & Auditor: **Report #16-20**

Report #16-20 was presented and these motions followed.

Motion FA #38-20**Moved by: Anita van Hittersum****Seconded by: Alison Lobb**

That the authority's banking transactions be handled by the Wingham and Goderich branches of the Canadian Imperial Bank of Commerce; **And That** investments be made at the financial institutions offering the most favourable rate of interest to the maximum of the guaranteed limits set by the Canadian Depository Act.

(carried)

Motion FA #39-20**Moved by: Kevin Freiburger****Seconded by: Alvin McLellan**

That the Authority approve a bank borrowing by-law of \$200,000 for 2020 on revolving credit, at the Canadian Imperial Bank of Commerce, Wingham Branch.

(carried)

Motion FA #40-20**Moved by: Matt Duncan****Seconded by: Roger Watt**

That the following solicitors be appointed to handle legal matters of the Conservation Authority for 2020: Darrell N. Hawreliak Professional Corporation, Kitchener and Greg Stewart, Donnelly & Murphy, Goderich.

(carried)

Motion FA #41-20**Moved by: Megan Gibson****Seconded by: Anita van Hittersum****That** Seebach & Company be appointed as auditor for 2020.

(carried)

f) Galbraith Conservation Area: Forest Harvesting Tender Results : **Report #17-20**

Report #17-20 was presented and this motion followed.

Motion FA #42-20**Moved by: Matt Duncan****Seconded by: Alison Lobb****That** the authority accept the bid received from Bauman Sawmill in the amount of \$30,703.00 for the Galbraith Conservation Area forest harvest; **And that** the authority enter into a formal contract with Bauman Sawmill to undertake the harvest operations as prescribed; **And further that** the revenue from the sale of timber is directed to the Forest Management Reserve account.

(carried)

g) Closure of Conservation Areas: **Report #20-20**

Report #20-20 was presented and this motion followed.

Motion FA #43-20**Moved by: Kevin Freiburger****Seconded by: Megan Gibson****That** the members support the closure of Maitland Valley Conservation Authority conservation areas as summarized in Report #20-2020

(carried)

7. Reports

Member Matheson reported that former member Bob Burtenshaw passed away earlier in the week.

8. Review of Meeting Objectives:

Chair Turton reviewed the meeting objectives and announced that they have been met.

9. Next Meeting Date:

The next meeting of the membership will take place on Wednesday May 20, 2020 at 7:00 pm.

10. Adjournment

The meeting adjourned at 8:20 pm with this motion.

Motion FA #44-20

Moved by: Roger Watt

Seconded by: Anita van Hittersum

THAT the Maitland Valley Conservation Authority meeting be adjourned.

(carried)



Dave Turton
Chair



Danielle Livingston
Administrative/Financial
Services Coordinator

General Membership Meeting #5-20

May 20, 2020

- Member's Present:** David Turton, Roger Watt, Matt Duncan, Alison Lobb, Kevin Freiburger, Anita van Hittersum, Megan Gibson, Cheryl Matheson, Alvin McLellan
- Absent With Regrets:** Ed McGugan, Erinn Lawrie
- Staff Present:** Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Administrative/Financial Services Coordinator
Jayne Thompson, Communications Coordinator
Stewart Lockie, Conservation Areas Coordinator
Stephen Jackson, Flood/Erosion Safety Coordinator
Chris Van Esbroeck, Stewardship Services Coordinator
- Community Attendees:** Linda Henhoeffter, Maitland Mills Committee

1. Call to Order

Chair Dave Turton called the meeting to order at 7:00 pm and announced the meeting objectives.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

The minutes from the Maitland Valley Conservation Authority (MVCA) General Membership Meeting #4-20 held on April 15, 2020 have been circulated for information and approval. The Members agreed with the minutes and the following motion was made.



Motion FA #45-20
Moved by: Alison Lobb

030
Seconded by: Megan Gibson

That the minutes from the General Membership meeting #4-20 of April 15, 2020 be approved.

(carried)

4. Delegation: Maitland Mills:

The delegation from the Maitland Mills Committee included proposals of the Mcquire Mill and Logan Mill for the authority's consideration. The membership cannot make decisions on a delegation request at the same meeting when the presentation is made.

Discussion and questions followed the delegation that was accepted as presented.

5. Business Requiring Decision and or Direction:

- a) Policy and Procedures for Disposition of Property, Report #9-2020

Report #9-2020 was presented. This motion followed.

Motion FA #46-2020
Moved by: Matt Duncan

Seconded by: Roger Watt

That staff investigate the costs that are associated with the disposition of the mill buildings in Gorrie and Brussels and report back to the members at the June meeting.

(carried)

- b) Proposed Amendments to MVCA's Administrative Bylaw, Report #21-2020

Report #21-2020 was presented. These motions followed.

Motion FA #47-20
Moved by: Roger Watt

Seconded by: Megan Gibson

That the MVCA administrative bylaw be amended to include that a member can participate in a meeting of the membership by telephone or other electronic means if they are unable to attend in person due to inclement weather, road conditions, vacation, business or illness.

(carried)

Motion FA #48-20
Moved by: Roger Watt

Seconded by: Alison Lobb

That the MVCA administrative bylaw be amended to include that the membership may hold a regular or special meeting of the membership electronically at the call of the chair.

(carried)

Report #13-2020 was presented. This motion followed.

The member's discussed the continuation of the \$0.01 per km contributions and didn't make any changes to this program.

Motion FA #49-20

Moved by: Cheryl Matheson

Seconded by: Alvin McLellan

That MVCA's carbon footprint progress report and 2020 strategic actions be approved as outlined in Report #13-2020.

(carried)

d) Essential Services and 2020 Work Plan Update: Report #22-2020

Reports#22A-2020 and #22B-2020 were presented. These motions followed.

Motion FA #50-20

Moved by: Matt Duncan

Seconded by: Roger Watt

That MVCA's outline of essential services as identified in Report #22A-2020 be approved based upon MVCA's solicitor's letter of May 7, 2020.

(carried)

Motion FA #51-20

Moved by: Kevin Freiburger

Seconded by: Megan Gibson

That the work plan scenario Report #22B-2020 be accepted.

(carried)

e) Lake Huron Shoreline Outreach Strategy for 2020. Report #23-2020

Report#23-2020 was presented. This motion followed.

Motion FA #52-20

Moved by: Matt Duncan

Seconded by: Alison Lobb

That the revised communications strategy as outlined in Report #23-2020 be accepted.

(carried)

f) Development Proposals: Report 24-2020

Report#24-2020 was presented. This motion followed.

That for planning and regulations purposes within hazardous lands, staff may use adequate engineering studies instead of existing mapping on a case-by-case basis to reduce the burden on development, without the need for the new study to be adopted by the members.

(carried)

6. Reports

a) Chairs Report

At this time, Chair Turton expressed gratitude on behalf of the membership to the GM-ST and staff for everything they are doing to continue to carry out work plan items through the COVID-19 pandemic.

b) Member's Reports

Member Watt shared information and photos that depict severe erosion and loss of beach front that property owners along the shoreline have experienced.

7. Consent Agenda

- a) Changes to Restrictions and Use of Conservation Areas, Report #25-2020
- b) Agreements Signed, Report #26-2020
- c) Revenue and Expenditure Report, January and February, Report #18-2020
- d) Revenue and Expenditure Report March and April, Report #27-2020
- e) Maitland Conservation Foundation Annual Meeting, Report #28-2020
- f) Correspondence for Members Information

The following items were circulated to the Member's for their information.

The following motion was made.

THAT reports #25-20 through #28-20 along with their respective recommended motions and correspondence as outlined in the Consent Agenda be accepted as presented.

(carried)

8. Review of Meeting Objectives, Follow-up Actions, Next meeting:

Chair Turton reviewed the meeting objectives and announced that they have been met.

The next meeting of the membership will take place on June 17, 2020 at 7:00pm.

The meeting adjourned at 8:33 pm with this motion.

Motion FA #55-20

Moved by: Matt Duncan

Seconded by: Megan Gibson

THAT the general membership meeting be adjourned.

(carried)



Dave Torton
Chair



Danielle Livingston
Administrative/Financial
Services Coordinator

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
RECREATION, PARKS AND LEISURE COMMITTEE MEETING AGENDA
TUESDAY, JULY 7, 2020 @ 1:00 P.M.
VIA WEB CONFERENCING**

Committee Members Present:

- Steve McCabe, Councillor, Chair
- Dan Yake, Councillor
- Brian Milne, Deputy Mayor, Township of Southgate

Delegation:

- Sherry Burke, Councillor

Staff Members Present:

- Mike Givens, CAO
- Matthew Aston, Director of Operations
- Tom Bowden, Recreation Services Manager
- Mandy Jones, Community Recreation Coordinator
- Tasha Grafos, Administrative Support
- Karren Wallace, Director of Legislative Services/Clerk

SUBJECT
Calling to Order
Chair McCabe called meeting to order at 1:02pm
Adoption of Agenda
<p>RESOLUTION RPL 2020-021 Moved by Member Yake Seconded by Member Milne <i>THAT the agenda for the July 7, 2020 Township of Wellington North Recreation, Parks and Leisure Committee meeting be accepted and passed.</i> CARRIED</p>
Disclosure of Pecuniary Interest
None
Minutes of Previous Meeting – March 3, 2020 (approved at Council on March 9, 2020)
<p>RESOLUTION RPL 2020-022 Moved by Member Yake Seconded by Member Milne <i>THAT the minutes of the March 3, 2020 Recreation Parks and Leisure Committee be received.</i> CARRIED</p>
Business Arising From Minutes

1. RPL 2020-006 Fundraising Partnership Opportunities

RESOLUTION

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-006 being a report on fundraising partnership opportunities;

AND FURTHER THAT Committee recommend the Council of the Township of Wellington North to direct staff to enter an agreement with local minor sports organizations to promote and sell seat naming rights at the Mount Forest and District Sports Complex as funding raising;

AND FURTHER THAT Committee recommend Council establish a cost per seat of \$200 and a sale price of \$500 the difference of which will be funds raised to support the community group;

AND FURTHER THAT Committee recommend Council direct staff to provide the seats on a per row basis and that cost payment is made in advance;

AND FURTHER THAT Committee recommend Council direct staff to ensure the marketing of the program and the original placement of the name tag be performed by the community group but any necessary replacement or maintenance on the name tag for a period of five years following the original placement of the name tag be performed by the Township, after which the name tag may be removed at the discretion of the Township.

RESOLUTION RPL 2020-023

Moved by Member Milne

Seconded by Member Yake

THAT Resolution on the floor be amended by removing the following: and a sale price of \$500 the difference of which will be funds raised to support the community group

CARRIED

RESOLUTION RPL 2020-024

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-006 being a report on fundraising partnership opportunities;

AND FURTHER THAT Committee recommend the Council of the Township of Wellington North to direct staff to enter an agreement with local minor sports organizations to promote and sell seat naming rights at the Mount Forest and District Sports Complex as funding raising;

AND FURTHER THAT Committee recommend Council establish a cost per seat of \$200;

AND FURTHER THAT Committee recommend Council direct staff to provide the seats on a per row basis and that cost payment is made in advance;

AND FURTHER THAT Committee recommend Council direct staff to ensure the marketing of the program and the original placement of the name tag be performed by the community group but any necessary replacement or maintenance on the name tag for a period of five years following the original placement of the name tag be performed by the Township, after which the name tag may be removed at the discretion of the Township.

CARRIED

Ad Hoc Committee Updates

- Mount Forest Aquatics Committee – Councillor Burke

Councillor Burke extended a thank you to the Recreation Services team for their efforts in opening the splash pads and has received positive feedback from the community.

The Mount Forest Lions Splash Pad opened in late 2019. A grand opening, family fun day and park dedication hosted by the Lions Club was scheduled to take place in June 2020, however, due to all events being cancelled, the event is being rescheduled to 2021. The fundraising group has worked very hard to close the funding gap of \$6,700 and is currently 4 pathway bricks short of having the engraver back on site.

Councillor Burke also informed the Committee that a family has come forward with an interest in planting a memorial tree at the site of the splash pad. As such, Councillor Burke requested that the staff report later in the agenda be received for information and that the site plan be presented at a future Ad Hoc Aquatics Advisory Committee meeting. Staff will work with Councillor Burke to organize a meeting for the Ad Hoc Aquatics Advisory Committee.

Members of the Recreation, Parks and Leisure Committee shared their congratulations with Councillor Burke and the fundraising group.

RPL 2020-008 Mount Forest Splash Pad

RESOLUTION RPL 2020-025

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-008 being a report on the Mount Forest Splashpad;

CARRIED

- Arthur BMX/Skateboard Park – Community Recreation Coordinator

The Arthur BMX/Skateboard Park Committee is looking at how they might be able to offer chicken barbeques under the new restrictions. In addition, they are looking at opportunities to partner with the downtown groups.

- Lynes Blacksmith Shop – Community Recreation Coordinator on behalf of Chair of Lynes Blacksmith Shop, Kate Rowley

The Committee continues to perform work at the property following all provincial and public health guidelines. Volunteers are asked to support the efforts in maintaining the landscaping on site and the Township continues to perform general lawn maintenance. Fundraising efforts have been challenging due to restrictions in place, however an application for the Ontario Trillium fund is being drafted with support from township staff. Large events will not proceed this year, but the committee is thankful for financial support from the County, which will go towards the restoration of the second forge. A change of use is being pursued following discussions with the Chief Building Officer. Township staff have offered to support the creation of a website for the Lynes Blacksmith Shop, to further increase their online presence.

Reports

Financial report for Arthur & Mount Forest

Recreation Services Manager: On March 15th, 2020, all facilities in the Township were closed to the public. Since then, facilities have been maintained with four full time employees. Staff are currently preparing for the reopening of the facilities and the extra costs associated with increased cleaning, disinfecting, and reduced numbers of people that can be in the building.

The Mount Forest & District Sports Complex currently hosts an Assessment Centre.

Financial implications:

Lost revenue from March 15 – June 30, 2020 is approximately \$157,000.00 with a reduction in operating expenses of approximately \$70,000.00.

1. RPL 2020-009 Capital Project Update

RESOLUTION RPL 2020-026

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-009 being a report on Recreation capital budget items;

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend to the Council of the Township of Wellington North that staff purchase a new kitchen heater for the Damascus Community Centre with the funds that were allocated for a new furnace.

CARRIED

Direction to staff to ensure that letters of thanks are sent to Chalmer's Fuels for the generous donation of propane furnaces for Damascus Community Hall and the Lynes Blacksmith Shop.

2. RPL 2020-012 Trails

RESOLUTION RPL 2020-027

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-012 being a report on the trails in Wellington North;

CARRIED

3. RPL 2020-010 Conn Playground

RESOLUTION RPL 2020-028

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-010 being a report on the Conn Playground;

CARRIED

4. RPL 2020-011 COVID-19 Update

RESOLUTION RPL 2020-029

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-011 being a report COVID-19;

CARRIED

New Business/Roundtable

Member Milne: Commended township staff for work they are doing to keep everyone safe and healthy, in mind as well.

Director of Operations: The township is in a position that if there is interest from the public in booking facilities, we are open to those conversations. With the Assessment Centre being in the Mount Forest Sports Complex, it may pose a challenge for rentals, but staff understand that it is a greater benefit to the community. Staff are continuing to monitor interest in bookings.

Recreation Management hosted a meeting with team members, where staff expressed thanks to township decision makers for their employment. This has been a great opportunity to complete tasks that we have not been able to get around to doing. Staff are confident that facilities are at a level that they can be opened once restrictions are eased.

CAO: Regarding the Assessment Centre, the CAO is in regular conversations with the CEO of the North Wellington Health Care and the Family Health Team. The Township wants to continue to support their efforts despite it not generating revenue from the arrangement. The CAO expressed concern with opening the sports complex if the

Assessment Center is still operational in the facility. The CEO of North Wellington Healthcare and the Family Health Team are looking at other provisions if testing and assessment continues. It is assumed that testing may be required for an extended period of time, as long as there is no vaccine.

Adjournment

RESOLUTION RPL 2020-030

Moved by Member Yake

Seconded by Member Milne

THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of July 7, 2020 be adjourned at 2:30pm

CARRIED



COUNTY OF WELLINGTON

KIM COURTS
DEPUTY CLERK
T 519.837.2600 x 2930
F 519.837.1909
E kimc@wellington.ca

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

June 29, 2020

Sent via email: aknight@get.on.ca
Lisa.campion@erin.ca
kokane@centrewellington.ca
bschellengerger@mapleton.ca
annilene@town.minto.on.ca
kwallace@wellington-north.com
gschwendinger@puslinch.ca

Wellington County
Member Municipality Clerks
Amanda Knight, Township of Guelph/Eramosa
Lisa Campion, Town of Erin
Kerri O'Kane, Township of Centre Wellington
Barb Schellenberger, Township of Mapleton
Annilene McRobb, Town of Minto
Karren Wallace, Township of Wellington North
Glenn Schwendinger, Township of Puslinch

Good afternoon,

At its meeting held on June 25, 2020 Wellington County Council passed the following recommendation from the Planning Committee:

That the report titled County Official Plan Review – Progress Report 2 be received for information and forwarded to member municipalities.

Please find a copy of the County Official Plan Review Progress Report 2 enclosed.

Should you have any questions, please contact Sarah Wilhelm, Manager of Policy Planning at 519.837.2600 x 2130 or sarahw@wellington.ca.

Respectfully,

A handwritten signature in cursive script that reads "Kim Courts".

Kim Courts
Deputy Clerk



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Sarah Wilhelm, Manager of Policy Planning
Date: Thursday, June 18, 2020
Subject: County Official Plan Review – Progress Report #2



PLANWELL

1.0 Purpose

This is our second progress report for the County Official Plan Review covering the period from January to May of 2020.

2.0 Progress to Date

We have made progress in the following areas:

New Provincial Growth Forecasts

- planning staff attended two “Forecasting Considerations Technical Workshops” hosted by the Ministry of Municipal Affairs and Housing in February 2020 regarding Provincial review of population and employment forecasts in Schedule 3 of the “A Place to Growth: Growth Plan for the Greater Golden Horseshoe” (APTG)

Growth Management

- hosted March 10, 2020 kick-off meeting with Technical Resource Team comprised of CAOs (or designates) from each member municipality, County Planning Director and Planning Managers, and consultants Watson & Associates
- residential and employment land inventories sent to member municipalities for final check
- questionnaires distributed to member municipalities to identify local opportunities and challenges early in the review process
- follow up conference calls scheduled with member municipalities and Watson & Associates in first two weeks of June

Presentation of Process and Key Phases Report (PD2019-17)

- planning staff presented this report to Wellington County Municipal Economic Development Group March 3, 2020
- awaiting confirmation from Town of Erin staff to schedule a date for us to present report to Erin Council

Communications and Engagement

- finalized and released Communications and Engagement Guide in April 2020
- member municipalities may identify local stakeholders through growth management questionnaires

We continue to monitor the following Provincial matters related to the timing and scope of the Official Plan review:

- Anticipated re-release of the 2018 “Land Needs Methodology for the Greater Golden Horseshoe”
- Availability of new forecasts for APTG

For reference, we have appended the project phasing (Appendix A) and a running list of major initiatives related to the project (Appendix B).

Recommendations

That the report “County Official Plan Review – Progress Report #2” be received for information and forwarded to member municipalities.

Respectfully submitted,



Sarah Wilhelm, MCIP, RPP
Manager of Policy Planning

Appendix A	County Official Plan Review Phasing
Appendix B	List of Major Initiatives

APPENDIX A

County Official Plan Review Phasing

Joint MCR and 5-year Review

<div> <div>↑</div> <div>Consultation Throughout</div> <div>↓</div> </div>	PHASE 1	Setting the Stage Fall 2019 – Spring 2020	<ul style="list-style-type: none"> ▪ Background review ▪ Initiate key MCR background studies ▪ Prepare communications and engagement plan ▪ Official project launch ▪ Develop key themes
	PHASE 2	Technical Analysis, Issues and Opportunities 2020	<ul style="list-style-type: none"> ▪ Continue work on MCR background studies ▪ Provincial Policy Statement review ▪ Greenbelt Plan Review ▪ Identify other county and/or local policy priorities
	PHASE 3	Options 2020 - 2021	<ul style="list-style-type: none"> ▪ Prepare policy option discussion papers on key theme areas based on MCR background studies, community engagement and Council input ▪ Report on Provincial Policy Statement consistency, Greenbelt Plan conformity and other policy priorities ▪ Prepare Draft Official Plan Amendment
	PHASE 4	Final Draft Official Plan Review 2021 – early 2022	<ul style="list-style-type: none"> ▪ Prepare final Draft Official Plan Amendment ▪ Follow Planning Act requirements for Official Plan Amendment

APPENDIX B

List of Major Initiatives

Informing the Official Plan Review

PROVINCIAL INITIATIVES

- Growth Plan, 2019
- Greenbelt Plan, 2017
- Provincial Policy Statement, 2020
- Significant amendments to the Planning Act through:
 - Bill 73, the Smart Growth for Our Communities Act, 2015
 - Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017
 - Bill 34, Green Energy Repeal Act, 2018
 - Bill 108, the More Homes, More Choice Act, 2019
- Updates to Source Water Protection Plans
- Bill 132, Better for People, Smarter for Business Act, 2019

COUNTY INITIATIVES

- Active Transportation Plan (2012)
- A Place to Call Home: 10 Year Housing and Homelessness Plan for Guelph Wellington (2018)
(5-year update awaiting provincial approval)
- Climate Mitigation Strategy (in process)
- Economic Development Strategic Plan (2012)
- Energy Management Plan (2014)
- Strategic Action Plan (2019)
- Transportation Master Plan (pending)
- Attainable Housing Strategy (2019)
- Wellington County & Member Municipalities Service Review (2019)



New since September 2019 County Planning Committee report PD2019-17



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council, Meeting of July 13th, 2020
From: Darren Jones, Chief Building Official
Subject: CBO 2020-07 Building Permit Review Period Ending May 31st, 2020

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2020-07 being the Building Permit Review for the period ending May 31st, 2020.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

1. CBO 2020-06 Building Permit Review Period Ending April 30th, 2020
2. CBO 2019-12 Building Permit Review Period Ending May 31st, 2019

BACKGROUND

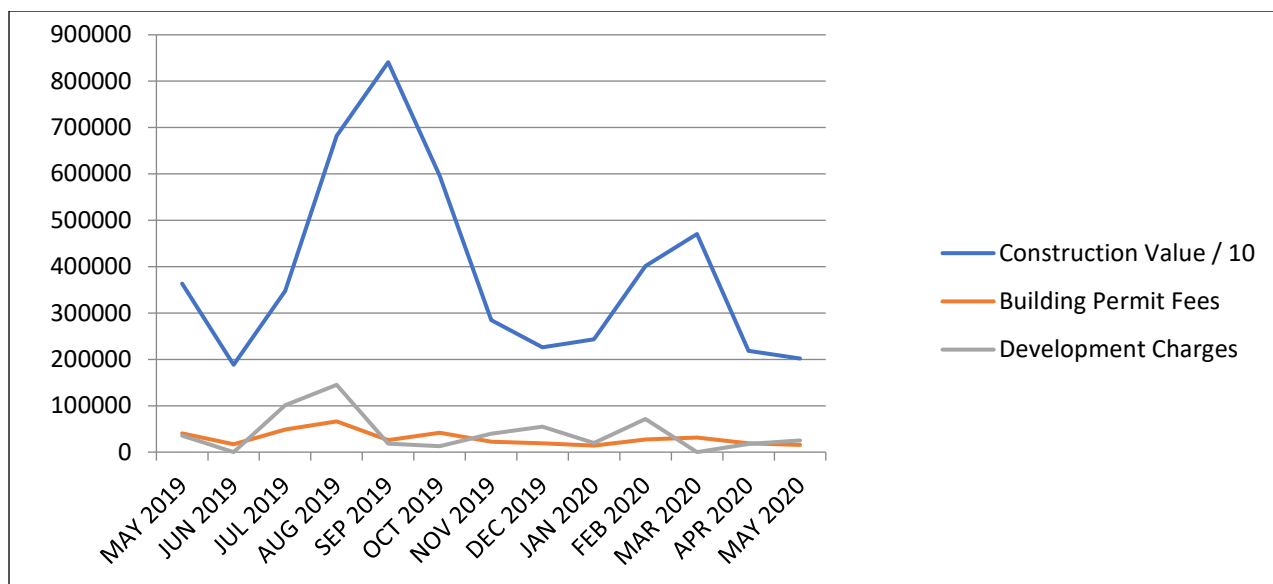
PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEVELOPMENT CHARGES
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Single Family Dwelling	2	900,000.00	6,000.00	19,010.00
Multi Family Dwelling	0	0.00	0.00	0.00
Additions / Renovations	4	810,000.00	5,814.53	6,168.00
Garages / Sheds	2	21,000.00	536.66	0.00
Pool Enclosures / Decks	4	44,100.00	596.00	0.00

Commercial	0	0.00	0.00	0.00
Assembly	0	0.00	0.00	0.00
Industrial	0	0.00	0.00	0.00
Institutional	0	0.00	0.00	0.00
Agricultural	2	170,000.00	1,260.74	0.00
Sewage System	2	47,000.00	1,040.00	0.00
Demolition	3	27,500.00	390.00	0.00

Total May 2020	19	2,019,600.00	15,637.93	25,178.00
Total Year to Date	75	15,369,400.00	106,282.38	133,141.10

12 Month Average	21	3,917,791.67	28,974.10	42,015.62
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10 Year Monthly Average	32	4,796,100.00	40,970.47	78,386.99
10 Year, Year to Date Average	85	13,305,005.30	111,770.83	191,319.60

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

None.

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: Darren Jones, Chief Building Official

Recommended By: Michael Givens, Chief Administrative Officer



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of July 13th, 2020

From: Dale Small
Economic Development Officer

Subject: EDO 2020-014 Wellington North Shop Local Program

RECOMMENDATION

THAT Council of the Corporation of Township of Wellington North receive for information Report EDO 2020-014 being a report on the Wellington North Shop Local Program

AND FURTHER THAT Council supports promoting downtown shopping and ensuring physical distancing in a safe and comfortable environment by authorizing the closure of George Street in Arthur and Main Street in Mount Forest as follows:

- Main Street Mount Forest August 8th & 22nd
- George Street in Arthur August 15th & 29th

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

Providing support to the local business community and helping them navigate COVID 19 has been a major priority for the Economic Development Office over the past few months. This support will continue as we gradually start to re-open and as we encourage the community to shop local and support local.

In partnership with the Mount Forest Chamber of Commerce we have launched **Shop Wellington North**, an online platform for local businesses in Mount Forest, Arthur, and surrounding area to put their gift cards and a select number of products for sale online. As an added incentive \$100 gift cards are being purchased from the first fifty businesses who sign-up on ShopWellingtonNorth.

For the past two and a half weeks we have been running ads on The River promoting this online marketplace as well as encouraging the community to shop local, support local, and Be Nice....Wear a Mask. In case you have not heard the advertisements, the script follows:

Advertisement # 1

- *Hey Wellington North, Buy local this summer! Small businesses are vital to the Wellington North economy. They provide services and products you need, plus they supply larger companies and support local charities, minor sports, and community events. If you prefer to buy online visit*

shopwellingtonnorth.com to purchase gift cards or select products from a variety of our local businesses. This online marketplace will continue to grow the more you use it! Be nice, wear a mask and Buy Local to help local Wellington North businesses!

Advertisement # 2

- *Hey Wellington North, buy local this summer! Now, more than ever our Wellington North small businesses need your support. Shopping local supports our service clubs, sponsor multiple children's organizations, and provides employment to your neighbors. Remember, 'be nice, wear a mask' when shopping, it is your way of saying that you respect the health and safety of others. If you prefer to buy online, visit shopwellingtonnorth.com to purchase gift cards or select products from a variety of our local businesses. Buy Local and help Wellington North businesses!*

Moving forward we are now asking council to continue to support our Shop Local program by sponsoring the closure of our "Main Streets" to vehicle traffic during four Saturdays in August. This would enable our Downtown businesses to display merchandise on the sidewalks, offer curbside pickup if people call ahead of time and would ensure physical distancing requirements in a safe and comfortable environment. The main focus around this is shop local, support local, and help our community re-open.

Dates for these closures will be:

- Main Street Mount Forest August 8th & 22nd
- George Street in Arthur August 15th & 29th

Traffic would be detoured off our Downtowns from 7:30am – 5:00pm. Retail businesses not located in our downtowns will be allowed to setup a location if they wish and we will work with our Community Service and Not-For-Profits to arrange for entertainment and food if allowed. All businesses will promote the day(s) heavily through their networks, offer sidewalk sales & promotions and we will encourage the town to come out, shop local and support local.

Both Chambers of Commerce and Business Improvement Associations are in total support of this program and will actively support the marketing and promotion that is required to make it a successful time. We will actively promote through social media as well as print and radio advertising and we intend to also take this opportunity to give away the \$100 gift cards that have been purchased from those businesses that have signed up on shopwellingtonnorth. We also plan to ask 88.7 The River to provide local musical entertainment during the day for the enjoyment of our shoppers and our downtown community.

All Public Health protocols that are in place at that time will be followed. Should council be in support of this report and recommendations we will circulate the standard Road Closure request form for approval from all required groups.

FINANCIAL CONSIDERATIONS

On June 17th we were informed by the County that they had allocated \$3,000 in funding to each municipality in support of our shop local programs. This funding was shifted from the Festivals and Events Guide project which did not move forward in 2020 due to COVID 19.

These funds will be used to support this program, and should additional funds be required, they will come out of the Business Retention & Expansion Program funding within the Economic Development 2020 Operating budget.

ATTACHMENTS

None

STRATEGIC PLAN 2019 – 2022

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

XX Yes

☐ No

☐ N/A

Which priority does this report support?

☐ Modernization and Efficiency

XX Partnerships

☐ Municipal Infrastructure

XX Alignment and Integration

Prepared By:	Dale Small, Economic Development Officer	<i>Dale Small</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>



Staff Report

To: Mayor and Members of Council Meeting of July 13th, 2020

From: Dale Small,
Economic Development Officer

Subject: EDO 2020-015 Community Improvement Program

RECOMMENDATION

THAT Council of the Corporation of the Township of Wellington North receive the Economic Development Officer Community Improvement Program report EDO 2020-015

AND FURTHER THAT Council approve grants as follows:

- \$ 500 Façade Improvement Grant for new signage at 101 Main Street North in Mount Forest, new home to B & A. Gardens
- \$2,500 Façade Improvement Grant for improvements at 212 Main Street North in Mount Forest, home of The Co-operators
- \$2,500 Façade Improvement Grant and a \$2,500 Façade Improvement loan for improvements at 9103 Highway 6 in Kenilworth for improvements made by the new owner, Marc McCrae
- \$2,500 Façade Improvement Grant for improvements at 274 Main Street South in Mount Forest, home to Dufferin Mutual Insurance and a vacant unit
- \$246 Façade Improvement Grant and \$630 Blade Sign grant for improvements at 257 Main Street South in Mount Forest, new home to The Imagination Space
- \$2,500 Façade Improvement Grant for improvements at 9128 Highway 6 in Kenilworth, home to Epoch's Garage.

AND FURTHER THAT Council, in order to continue to support local businesses during the COVID epidemic and to help stimulate the economic recovery, approve an additional allocation of \$25,000 to the Community Improvement Program in 2020.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

The Wellington North Community Improvement Plan (CIP) enables the Municipality to provide grants to individuals, businesses and organizations who are making improvements to their buildings all in an effort to support revitalization and redevelopment activities in our community.

Since 2012, 110 applications have been received for funding. The total dollar value of improvements made in our Community is conservatively estimated at approx. \$2.1 million and of this amount 83% has been covered by the applicants with the remaining 17% covered by grants or loans under the Community Improvement or Downtown Revitalization Programs.

This report contains six applications for approval. All applicants are eligible as per our Community Improvement Guidelines and all have been reviewed and are recommended for approval. Grant funding only gets advanced to the applicant once the proposed improvements are completed and a copy of the final invoice provided to the EDO.

A brief overview of the six applications follows:

1. An application was received from Angel Luo co-owner of **B & A Garden** to assist with the purchase of new signage for their restaurant that is moving from the north end of Mount Forest (Main Street & Sligo Road) to the corner of Main Street & Wellington in our downtown.



Eligible costs for Community Improvement Program funding include the cost to purchase and install the two new signs. Total costs including installation is estimated at \$1,000.00

2. An application was received from the 1595655 Ontario Ltd owner of the property at 212 Main Street North in Mount Forest. This building is currently occupied by **The Co-operators Insurance** and the applicant is planning the following improvements to the façade of the building at an estimated expense of \$6,500 plus HST. All improvements are eligible for funding under our CIP:
 - Repaint exterior building, railings, posts, doors, and floor
 - Provide all materials, scrape, Prime and Finish coat
3. An application was received from **Marc McCrae** the new owner of the property at 9103 Highway 6 in Kenilworth. This building is currently empty and was the previous home to Roxanne's. The applicant is completing the following improvements to the exterior of the building at an estimated cost of \$11,582.91. All improvements are eligible for funding:
 - refacing of the sides and front of the building
 - installation of new doors.

The applicant is applying for and is eligible for a \$2,500 Façade Improvement Grant and a \$2,500 Façade Improvement Loan.

4. An application was received from **2461333 Ontario Inc.** owners of the property at 274 Main Street South in Mount Forest. This building currently is home to Dufferin Mutual Insurance and also currently contains another vacant commercial unit.

The applicant is planning the following improvements to the façade of the building at an estimated expense of \$9,300 plus HST. All improvements are eligible for funding under our CIP:

- Reface south gable with metal cladding
- Install two new awnings
- Install new facade lighting over both awnings
- Repaint entire trim and shutters

A copy of the before and after follows:



5. An application was received from Amy Timberlake co-owner of a new business, **The Imagination Space**, opening at 257 Main Street South in Mount Forest. The applicant is applying for funding to assist with the installation of a Blade Sign and also to complete some exterior painting and scraping.

Eligible costs total \$1,333.00 and a copy of the new sign follows:



6. An application was received from Paul Epoch owner of **Epoch's Garage** in Kenilworth. The applicant is applying for a façade improvement grant to remove and replace the service bay door at the front of the garage.

Eligible costs total \$5,113.00 and a picture of the door being replaced follows:



FINANCIAL CONSIDERATIONS

In 2020 we have allocated **\$50,000** in CIP funding from the following sources:

- **\$35,000** in approved funding in the Economic Development budget
- **\$ 5,000** for Blade Signage within our Downtown Revitalization Program
- **\$10,000** in funding is available from the BR+E Implementation fund

Including these six applications **\$62,604** in funding has been approved YTD. Of this amount:

- \$ 5,000 will be advanced as loans under the Community Improvement Program
- \$10,000 in funding will most likely not be advanced until 2021
- \$47,604 in funding will be advanced in 2020

YTD council has supported 25 applications for funding and the Economic Development Officer is aware of and assisting an additional five businesses who will be submitting applications very shortly. In 2019 council approved 29 applications in total and this was the most applications received in any one year since the beginning of the Community Improvement Program in 2012. We have no doubt that we will easily pass this number of applications in 2020.

As the majority of budgeted funds have already been spent, we recommend that council, in order to continue to support local businesses during the COVID epidemic and to help stimulate the

economic recovery, approve an additional allocation of \$25,000 to the Community Improvement Program in 2020.

We also recommend that this funding come from the “Council Community & Contingency Reserve” fund which has a current balance of \$27,640. The other possibility should council prefer would be to take it from the “Tax Rate Stabilization Reserve” which has a current balance of \$1,336,389.

ATTACHMENTS

None

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:	Dale Small, Economic Development Officer	<i>Dale Small</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

7/07/20

Township of Wellington North
VENDOR CHEQUE REGISTER REPORT
Payables Management

Cheque Number	Vendor Cheque Name	Cheque Date	Chequebook ID
76031	Arthur Foodland	6/18/20	\$49.60
76032	Bell Mobility	6/18/20	\$1,693.32
76033		6/18/20	\$390.00
76034	Corporate Express Canada Inc.	6/18/20	\$296.99
76035	Duncan, Linton LLP, Lawyers	6/18/20	\$6,131.22
76036	Hydro One Networks Inc.	6/18/20	\$28.30
76037	Mt Forest & District Chamber o	6/18/20	\$200.00
76038	Mt Forest Memorials	6/18/20	\$237.30
76039	Reliance Home Comfort	6/18/20	\$77.55
76040	Suncor Energy Inc.	6/18/20	\$12,786.13
76041	Telizon Inc.	6/18/20	\$777.88
76042	Trevor Roberts Auto Repair	6/18/20	\$3,134.18
76043	Twp of Wellington North	6/18/20	\$152.55
76044	Wightman Telecom Ltd.	6/18/20	\$675.17
76045		6/18/20	\$120.72
76046	Young's Home Hardware Bldg Cen	6/18/20	\$55.36
76047		6/25/20	\$168.44
76048	Bluewater Fire & Security	6/25/20	\$802.30
76049	Corporate Express Canada Inc.	6/25/20	\$283.22
76050	Cotton's Auto Care Centre	6/25/20	\$2,282.60
76051	Duncan, Linton LLP, Lawyers	6/25/20	\$2,916.71
76052	Fundex Investments Inc. In Tru	6/25/20	\$586.14
76053	Minister of Finance	6/25/20	\$65.00
76054	MOLOK NORTH AMERICA LTD	6/25/20	\$778.22
76055	The Murray Group Limited	6/25/20	\$95,061.14
76056	Ont Mun Employee Retirement	6/25/20	\$40,645.56
76057	TD Wealth	6/25/20	\$779.40
76058	Enbridge Gas Inc.	6/25/20	\$1,382.33
76059	Workplace Safety & Ins Board	6/25/20	\$6,929.66
76060	Young's Home Hardware Bldg Cen	6/25/20	\$208.35
EFT0000666	Andy's Mobile Lock Service Inc	6/18/20	\$432.06
EFT0000667	Arthur Home Hardware Building	6/18/20	\$416.95
EFT0000668	Barclay Wholesale	6/18/20	\$847.22
EFT0000669	B M Ross and Associates	6/18/20	\$8,953.80
EFT0000670	Canada's Finest Coffee	6/18/20	\$56.00
EFT0000671	Canadian Safety Equipment	6/18/20	\$1,493.55
EFT0000672	Clark Bros Contracting	6/18/20	\$12,712.50
EFT0000673	County of Wellington	6/18/20	\$725.00
EFT0000674	Da-Lee Dust Control	6/18/20	\$22,664.34
EFT0000675	DeBoer's Farm Equipment Ltd.	6/18/20	\$212.79

Cheque Number	Vendor Cheque Name	Cheque Date	Chequebook ID
EFT0000676	Delta Elevator Co. Ltd.	6/18/20	\$1,757.66
EFT0000677	Dewar Services	6/18/20	\$537.18
EFT0000678	Eric Cox Sanitation	6/18/20	\$1,608.30
EFT0000679	Fire Marshal's Public Fire Saf	6/18/20	\$145.86
EFT0000680	Frey Communications	6/18/20	\$342.37
EFT0000681	H Bye Construction Limited	6/18/20	\$117,109.31
EFT0000682	Hort Manufacturing (1986) Ltd.	6/18/20	\$10.85
EFT0000683	Ideal Supply Inc.	6/18/20	\$81.86
EFT0000684	JOB-INC Electric	6/18/20	\$678.00
EFT0000685	North Wellington Co-op Service	6/18/20	\$630.39
EFT0000686	PACKET WORKS	6/18/20	\$169.50
EFT0000687	Pollard Distribution Inc.	6/18/20	\$55,016.37
EFT0000688	Pryde Truck Service Ltd.	6/18/20	\$6,080.95
EFT0000689	Reeves Construction Ltd	6/18/20	\$2,417.97
EFT0000690	ROBERTS FARM EQUIPMENT	6/18/20	\$248.62
EFT0000691	Saugeen Community Radio Inc.	6/18/20	\$809.08
EFT0000692	Society of Composers, Authors	6/18/20	\$448.80
EFT0000693	Teviotdale Truck Service & Rep	6/18/20	\$2,073.85
EFT0000694	Wellington North Power	6/18/20	\$9,645.20
EFT0000695	Wellington North Machine	6/18/20	\$1,243.00
EFT0000696	SAAM CUSTOM MACHINE	6/19/20	\$8,982.15
EFT0000697	Bailey Repair Services	6/25/20	\$63.12
EFT0000698	Canadian Safety Equipment	6/25/20	\$1,021.55
EFT0000699	CMT Engineering Inc.	6/25/20	\$6,795.28
EFT0000700	County of Wellington	6/25/20	\$2,746,118.32
EFT0000701	Canadian Union of Public Emplo	6/25/20	\$1,737.05
EFT0000702	Eric Cox Sanitation	6/25/20	\$1,060.39
EFT0000703	Frey Communications	6/25/20	\$105.08
EFT0000704	Ideal Supply Inc.	6/25/20	\$142.50
EFT0000705	Marcc Apparel Company	6/25/20	\$196.34
EFT0000706	Moorefield Excavating Limited	6/25/20	\$16,156.80
EFT0000707	Print One	6/25/20	\$1,994.45
EFT0000708	ROBERTS FARM EQUIPMENT	6/25/20	\$268.35
EFT0000709	SGS Canada Inc.	6/25/20	\$1,292.72
EFT0000710	Toromont Industries Ltd.	6/25/20	\$394.96
EFT0000711	Wellington North Power	6/25/20	\$47,912.25
Total:			\$3,263,505.98



Staff Report

To:	Mayor and Members of Council Meeting of July 13, 2020
From:	Adam McNabb, Director of Finance
Subject:	Report TR2020-09 Being a report on the FCM MAMP funding application and Township Asset Management initiatives

RECOMMENDATION

THAT Report TR2020-09 being a report on the FCM MAMP funding application, and Township asset management initiatives be received for information;

FURTHER THAT council approve the engagement of a third-party consultant to provide consulting services in support of the 2020 Asset Management Initiatives to a maximum of \$65,000 inclusive of net tax;

AND FURTHER THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for AMP update, and development of AM readiness and risk frameworks.

AND FURTHER THAT that the Township of Wellington North commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Update to our Asset Management Plan
- Condition assessment & data collection (GIS)
- Training, organizational development and knowledge transfer, and
- Establishment of AM readiness & risk management frameworks for the Township.

AND FURTHER THAT the Township of Wellington North commits up to a maximum of \$15,000 from reserve funds toward the costs of this initiative.

PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS

TR2018-005 – Township Asset Management Initiatives

TR2018-012 - FCM MAMP Funding Application and Township Asset Management Initiatives

TR2019-010 – Strategic Asset Management Policy

BACKGROUND

In March of 2018, the Township of Wellington North had applied for funding to the Federation of Canadian Municipalities (FCM) via their Municipal Asset Management Program (MAMP) funding stream, and was successful in securing the funding to complete a Strategic Asset Management Policy, and Asset Management Roadmap.

The Strategic Asset Management Policy was approved by Council at the meeting of June 24, 2019, and the asset management roadmap was presented at the Council meeting of July 22, 2019 – the presentation detailed the results of the consultants findings of the roadmap exercise, and suggested activities to be completed by the township to 1) be compliant with the requirements established via O. Reg. 588/17, and 2) advance the maturity of the Township's Asset management practices to enable the Township to take ownership of its Asset Management Plan, and enhance its ability to make data-supported capital acquisition decisions.

The Township continues to participate in County-lead asset management discussions, and while it is appreciate that there are synergies that can be gleaned by working in a group atmosphere, each of the member municipalities is currently operating with differing levels of asset management maturity, and internal processes. That said, it is important that the Township of Wellington North to continue to forge ahead with its asset management roadmap activities to ensure compliance with O. Reg. 588/17 which next phase takes hold in July 2021.

On May 15, 2020 FCM had announced its second round of MAMP funding, and the Township has been working with an external consultant to complete an application for this intake. The application will focus on the continued efforts established in the 2019 roadmap – most notably: update to our Asset Management Plan, condition assessment & data collection (GIS), training, organizational development and knowledge transfer, and the establishment of AM readiness & risk management frameworks for the Township.

FINANCIAL CONSIDERATIONS

As with the previous FCM MAMP intake, the Federal government, via FCM will fund 80% of eligible costs up to a maximum of \$50,000. With that, the Township is proposing the completion of above-mentioned activities with a total assumed project cost of \$60,500, plus net tax, which would represent a funding split as follows:

<i>Project Activity</i>	<i>Assumed Cost</i>	<i>Net Tax</i>	<i>Estimated Costs</i>	<i>Municipal Contribution (20%)</i>	<i>Federal Contribution (80%)</i>
Update to our Asset Management plan	15,000.00	264.0000	15,264.0000	3,052.80	12,211.20
Condition assessment & data collection (GIS)	25,000.00	440.0000	25,440.0000	5,088.00	20,352.00
Training, Organizational Development and Knowledge Transfer	2,500.00	44.0000	2,544.0000	508.80	2,035.20
Establishment of AM readiness & risk management frameworks	18,000.00	316.8000	18,316.8000	3,663.36	14,653.44
Project Totals	60,500.00	1,064.80	61,564.80	12,312.96	49,251.84

As can be gleaned in the table above, the Township's contribution to these works is currently estimated at ~\$12,300, which is being requested as an in-year addition to the Capital budget to be funded from the Municipal Modernization Grant received in March 2019.

ATTACHMENTS

FCM MAMP proposed Application for Funding.

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:	Adam McNabb, Director of Finance
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Adam McNabb

Recommended By:	Michael Givens, Chief Administrative Officer
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Michael Givens



Staff Report

To: Mayor and Members of Council
Meeting of July 13, 2020

From: Adam McNabb, Director of Finance

Subject: Report TR2020-010 Being an update report on the ICIP Green Stream, and the proposed 2020 Connecting Link application

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2020-010 being an update report on the ICIP Green Stream, and the proposed 2020 Connecting Link application for information;

AND FURTHER THAT Council support the submission of the Queen St. E (between Main St. and White's Bridge) project for the 2021-22 Connecting Link intake once available;

AND FURTHER THAT Council direct staff that the requisite funding for the Township's share of the 2021-22 Connecting Link Program be included, as appropriate, in the 2021 Capital Budget.

PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS

N/A

BACKGROUND

In January 2020, the Township had submitted a application under the Investing In Canada Infrastructure Program (ICIP): Green Stream geared toward addressing the required reconstruction of Queen Street East (Hwy. 89) in the community of Mount Forest, continuing west from White's Bridge. The project would have seen the replace drinking water distribution system and sanitary sewer assets under Highway 89 and the replace these assets with modern material built to current day engineering standards. Regrettably however, the Township was unsuccessful with its application under this stream.

The Township's Connecting Links assets are an important part of the local transportation infrastructure in both Arthur and Mount Forest. The local portion of provincial highways, Connecting Links, provide valuable transportation corridors for commerce.

Typically, under Connecting Links funding intakes, the ministry will provide funding for up to 90% of total eligible project costs. The maximum amount of funding for eligible costs is \$3

million per project, and project proposals should include a detailed scope of work and cost estimates.

Given the current state of disrepair of this section of roadway, and underground infrastructure, Township council and staff have been proactive in engaging consulting engineers to conduct detailed design and obtain estimates of probable costs for the purposes of rehabilitation.

It is the recommendation of staff that the Queen St. E project be given priority sequence, and council pre-approve and endorse staff's recommendation to submit an application for the 2020 intake for Connecting Link applications to continue to signal this project's urgency to our senior levels of government.

FINANCIAL CONSIDERATIONS

The rehabilitation of Queen St. E between Main St. and White's Bridge in Mount Forest (inclusive of underground infrastructure) is currently estimated to be in the vicinity of \$2.97M based on estimates provide in January 2020 (that formed the basis of our ICIP Green application). It is estimated that under the Connecting Links grant structure, the MTO contribution would be approximately \$1.54M towards roads resurfacing costs, and the residual amount of ~\$1.43M would have to be funded by the Township.

It is envisaged that Township contributions will be comprised of taxation contributions to capital, user fees, and reserve funds, and will be captured in the 2021 capital budget for future Council consideration.

ATTACHMENTS

N/A

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: Adam McNabb, Director of Finance

Adam McNabb

Recommended By: Michael Givens, Chief Administrative Officer

Michael Givens



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of July 13, 2020

From: Chris Harrow, Director of Fire Services,
Michael Givens, CAO

Subject: DFC 2020-002 Wellington North and Southgate Fire Protection Agreement

RECOMMENDATION

THAT the Council of the Township of Wellington North receive Report DFC 2020-002 being a report on the Wellington North and Southgate Fire Protection Agreement;

AND FURTHER THAT Council of the Township of Wellington North authorize the Mayor and Clerk to enter into a Fires Service Agreement with the Township of Southgate for the provision of fire protection services.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

2019 – 2022 Corporate Strategic Plan-Partnerships

7.0 Increased collaboration and partnerships with other organizations and municipalities to share resources, cost sharing and potential cost recovery fees wherever possible.

BACKGROUND

Wellington North Fire Services has protected a portion of the Township of Southgate for a number of years. We have done so under various agreements with altering levels of service. The Township of Southgate comes right to the edge of the Mount Forest urban area. A response from Dundalk to this area as the first station in would be significant and would be detrimental to any emergency response.

Recently, Southgate fire official Derek Malynk, Chief of the Dundalk Fire Department reached out to us about updating the agreement we currently have with the Township. They have invested in their department by hiring a full-time fire prevention officer to go along with the full-time fire chief. The services they require from us are not as extensive, so a new agreement proposal was brought forward.

In the old agreement, we were responsible for providing emergency responses to a portion of Southgate, as well as fire inspections, public education and work with burn permits and complaints. With the new agreement, this has all been removed. We are now only responsible for the emergency response portion and some reporting/documentation.

The new agreement significantly reduces the liability on our staff and municipality. It was very difficult in the past to enforce another municipality's by-laws when dealing with Southgate residents. Each municipality has processes in place to deal with permitting and complaints. Our staff would have a difficult time ensuring they were following Southgate's process properly. The Dundalk Fire Chief will now be notified and follow up when necessary with any issues that arise.

One other significant change in the agreement is Dundalk Fire will be dispatched as a second station for any significant incidents occurring in Southgate. The main reason for the change is it will not deplete all of our resources initially by having Arthur attend all incidents in Southgate Township. Arthur will still be utilized when requiring more than the initial two stations and will be available to stand by if necessary to cover off Wellington North during a prolonged incident.

FINANCIAL CONSIDERATIONS

SCHEDULE OF YEARLY FEES	
Year	Fee
2020	\$21,666.67 (Pro-rated August to December 5/12)
2021	\$52,000.00+ COLA
2022	2021 Fee + COLA
2023	2022 Fee + COLA
2024	2023 Fee + COLA
2025	2024 Fee + COLA (Pro-rated January to July 7/12)

Fees will increase each year with the June Canadian Cost of Living Adjustment CPI index - Consumer Price Index, monthly, not seasonally adjusted (Ontario, All items) (Table 18-10-0004-01) – 12 month change from June-June

ATTACHMENTS

Attachment 1-Fire Protection Agreement-Wellington North and Southgate is shown as the schedule to By-law 056-20 in this agenda package.

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:

Wellington North/Minto Fire Management Team, CAO

Recommended By:

Michael Givens, Chief Administrative Officer *Michael Givens*

Arthur Wastewater Treatment Plant Expansion Project: Contract 1

Quarterly Report
Q2 2020

July 3, 2020



Client:	Township of Wellington North	Period Covered:	Q2 2020	Report No.	3
Contract Title:	Arthur WWTP Expansion Project, Contract 1	CIMA+ Project #:	T000851B		
Contractor:	Wellington Construction Contractors Inc. (WCCI)	Notice to Commencement Date:	May 29, 2019		
Contract No.	WELNOP17005	† Substantial Completion Date:	November 25, 2019		
		Prepared by:	Jaime Boutilier, P. Eng., PMP		



Summary of Work

Wastewater Treatment Plant Preston Street Site

Work Performed

1. The exterior walls for the Equalization Tank were completed and the initial leak test has commenced.
2. Aeration and digester blowers were installed, tested and started up. Only one aeration blower installation remains to be completed.
3. One of the digester blowers that was removed from the plant has been installed temporarily on the aeration tank walkway to facilitate replacement of the ductile iron air line that was added to the Contractor's scope of work.
4. The alum containment area concrete was completed and the alum tank was placed. Process piping and electrical work has commenced.
5. The antenna pad and generator pad were poured.
6. The new generator was delivered and placed on the equipment pad.
7. The old air compressor was removed and the new air compressor has been installed.
8. Electrical equipment has arrived onsite for installation, including the Instrumentation Control Panel and Communication Control Panel.
9. Installation of underground services continued, including electrical ductbanks, yard piping, catchbasins and sanitary manholes.
10. Valves were installed at the lagoons and a test pit was dug to verify soils at the location for the antenna foundation.

Immediately Upcoming Work

1. Upon a successful initial leak test, the interior walls and baffles in the Equalization Tank will be completed and the final leak test will commence.
2. The Equalization Tank will be backfilled and interconnecting underground piping will be installed.
3. Underground services will continue to be installed around the site.
4. The chemical pumping system will be installed in the Administration Building basement.
5. Process installations in the secondary digester will be completed.
6. Aeration and digester blower installation will be completed with final commissioning upon connection to the new MCC.
7. The Software/SCADA Factory Acceptance Testing will be completed.

Sanitary Pumping Station Frederick Street Site

Work Performed

1. Architectural removals on the Pumping Station continued.
2. Electrical removals commenced.
3. The submersible pumps were mechanically installed in the wet well and electrical installations commenced.
4. The generator pad was poured; the new generator was delivered and placed on the equipment pad.
5. Installation of underground services continued, including electrical ductbanks, yard piping and catchbasins.
6. Driveway grading has commenced.

Immediately Upcoming Work

1. Process piping and yard piping will be completed.
2. HVAC removals and installations will be completed.
3. New MCC and Instrumentation Control Panel will be installed and commissioned.
4. The new generator will be commissioned.
5. Antenna base will be poured and new antenna will be erected.
6. The Software/SCADA Factory Acceptance Testing will be completed.
7. The tie-in of the new station will be completed.
8. Architectural installations will be completed.

Notes/Remarks:**COVID-19**

The Contractor remains vigilant about Health & Safety on the project and no positive cases of COVID-19 have been identified.

Schedule

WCCI has submitted a schedule update that shows Substantial Performance can still be achieved on November 25, 2020. Work onsite is progressing rapidly at this point with many activities running simultaneously.

TABLE A Document Tally up to July 3, 2020

	Document Description		Reviewed/Issued by CIMA**
1.	Shop Drawings (SD)		162
2.	Request For Information (RFI)		22
3.	Contemplated Change Notice (CCN)		17
4.	Site Instruction (SI)		13
5.	Request For Shutdown (RFS)		2
6.	Change Order (CO)		17
7.	Site Progress Meetings Completed		13
<i>**Does not include reviews currently in progress</i>			

Appendix A – Site Photos

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 27 - Photo 1.



WWTP Work Site: Week 27- Photo 2.



WWTP Work Site: Week 27- Photo 3.



WWTP Work Site: Week 27- Photo 4.



WWTP Work Site: Week 27- Photo 5.



WWTP Work Site: Week 27- Photo 6.

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 27– Photo 7.



WWTP Work Site: Week 27– Photo 8.

Lagoon -Valve chamber



Lagoon Valve Chamber: Week 27– Photo 9.



Lagoon Valve Chamber: Week 27– Photo 10.



Lagoon Valve Chamber Week 27– Photo 11.

Site Progress: Photo Description Table

WWTP Site: Preston Street	
Photo 1 & 2.	Shows: Excavation is in progress for the new Equalization Tank.
Photo 3 & 4.	Shows: Installation of the 150mm Drainpipe from the Chamber S1.
Photo 5.	Shows: Compaction carried out for the granular base for the new Equalization Tank.
Photo 6.	Shows: Poly sheet installation & Concrete pour for mud slab.
Photo 7.	Shows: Demolition in progress for the ex. Alum Tank.
Photo 8.	Shows: Excavation carried out for the new Alum Tank.
Description Lagoon	
Photo 9.	Shows: Valve removal is in process.
Photo 10.	Shows: New bonnet valves installed in the Valve Chamber.
Photo 11.	Shows: Installation of the Non rising Stems and "Troy Valve" floor stand actuators in progress

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 28 - Photo 1.



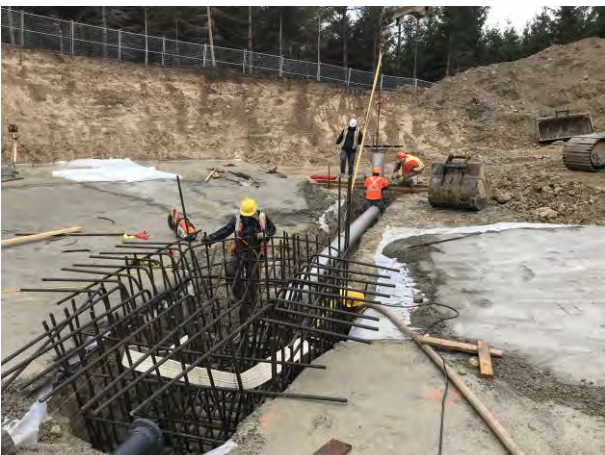
WWTP Work Site: Week 28- Photo 2.



WWTP Work Site: Week 28- Photo 3.



WWTP Work Site: Week 28- Photo 4.



WWTP Work Site: Week 28- Photo 5.



WWTP Work Site: Week 28- Photo 6.

Lagoon -Valve chamber



Lagoon Valve Chamber: Week 28– Photo 7.



Lagoon Valve Chamber: Week 28– Photo 8.

Site Progress: Photo Description Table	
	WWTP Site: Preston Street
Photo 1.	Shows: 150 Royal Drainpipe sch 80 PVC piping installed.
Photo 2.	Shows: Concrete pour in progress for the mud slab.
Photo 3.	Shows: Compaction testing carried out by CMT for the granular base.
Photo 4.	Shows: 350mm (14") Influent pipe; installed.
Photo 5.	Shows: Reinforcement installation for the center sump.
Photo 6.	Shows: Plywood formwork installed along the perimeter of the tank.
	Lagoon Valve Chamber
Photo 7&8.	Shows: Installation of the Non rising Stems and "Troy Valve" floor stand actuators in progress

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 29 - Photo 1.



WWTP Work Site: Week 29- Photo 2.



WWTP Work Site: Week 29- Photo 3.



WWTP Work Site: Week 29- Photo 4.



WWTP Work Site: Week 29- Photo 5.



WWTP Work Site: Week 29- Photo 6.

Wastewater Treatment Plant - Preston Street



† WWTP Work Site: Week 29– Photo 7.



† WWTP Work Site: Week 29– Photo 8.



† WWTP Work Site: Week 29– Photo 9.

Site Progress: Photo Description Table

WWTP Site: Preston Street	
Photo 1&2.	Shows: Formwork completed; reinforcement installation is in progress for the Equalization Tank slab/footing.
Photo 3.	Shows: 25M rebar installed for the outer perimeter 400mm wall.
Photo 4.	Shows: Lean mix concrete poured for the Alum Tank foundation after removing the unsuitable soil material.
Photo 5.	Shows: Concrete pour in progress for the Alum Tank Strip Footings.
Photo 6.	Shows: Excavation started for the new Generator Pad.
Photo 7&8.	Shows: Excavation is in progress for the 80mm Alum line.
Photo 9.	Shows: Cable tray hangers installed in the Sludge Pump Room.

† Report No.29-R1 changes – Description under photos on page 7.

Wastewater Treatment Plant - Preston Street



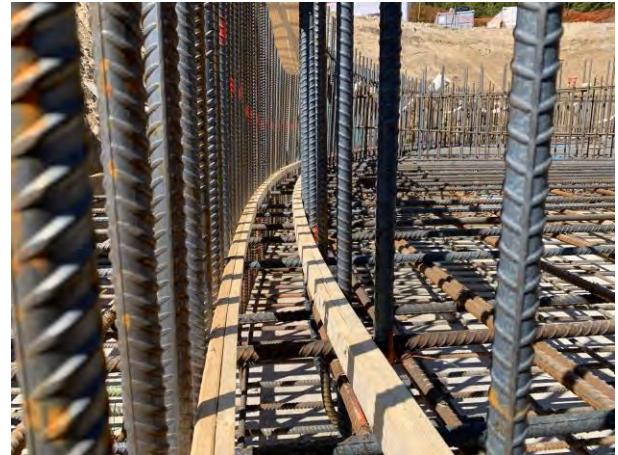
WWTP Work Site: Week 30 - Photo 1.



WWTP Work Site: Week 30- Photo 2.



WWTP Work Site: Week 30- Photo 3.



WWTP Work Site: Week 30- Photo 4.



WWTP Work Site: Week 30- Photo 5.



WWTP Work Site: Week 30- Photo 6.

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 30– Photo 7.



WWTP Work Site: Week 30– Photo 8.



WWTP Work Site: Week 30– Photo 9.



WWTP Work Site: Week 30– Photo 10.

Site Progress: Photo Description Table

WWTP Site: Preston Street	
Photo 1&2.	Shows: Reinforcement installation is in progress for the Equalization Tank slab/footing.
Photo 3&4.	Shows: Formwork/PVC waterstop installation is in progress for the 400mm wall keyway.
Photo 5.	Shows: Formwork and rebar installation is in progress for the Alum Tank 300mm walls.
Photo 6.	Shows: Concrete pour in progress for the Alum Tank perimeter walls.
Photo 7.	Shows: Concrete pour in progress for the Service Entrance Duct bank.
Photo 8.	Shows: Backfill and compaction is in progress for the Service Entrance Duct Bank.
Photo 9.	Shows: Concrete pour in progress for the Diesel Generator Duct bank.
Photo 10.	Shows: Excavation in progress removing asphalt for yard piping install.

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 31 - Photo 1.



WWTP Work Site: Week 31- Photo 2.



WWTP Work Site: Week 31- Photo 3.



WWTP Work Site: Week 31- Photo 4.



WWTP Work Site: Week 31- Photo 5.

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 31– Photo 6.



WWTP Work Site: Week 31– Photo 7.



WWTP Work Site: Week 31– Photo 8.



WWTP Work Site: Week 31– Photo 9.



WWTP Work Site: Week 31– Photo 10.



WWTP Work Site: Week 31– Photo 11.

Site Progress: Photo Description Table ^(A)

	WWTP Site: Preston Street
Photo 1 to 4.	Shows: Concrete pour in progress for the Equalization Tank 600mm Floor Slab.
Photo 5 & 6.	Shows: Flooding the slab for curing; burlap on the perimeter edge.
Photo 7.	Shows: Formwork installation is in progress for perimeter wall panels.
Photo 8.	Shows: Bracing stripped from the Alum Tank perimeter formwork walls.
Photo 9.	Shows: Excavation in progress to expose the existing underground utilities before installing the new 150mm Storm Line.
Photo 10.	Shows: Electrical Cable Tray installation in the Sludge Pump Room.
Photo 11.	Shows: Electrical Cable Tray installation in the Workshop (Admin Bldg.)

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 32 - Photo 1.



WWTP Work Site: Week 32- Photo 2.



WWTP Work Site: Week 32- Photo 3.



WWTP Work Site: Week 32- Photo 4.



WWTP Work Site: Week 32- Photo 5.



WWTP Work Site: Week 31- Photo 6.

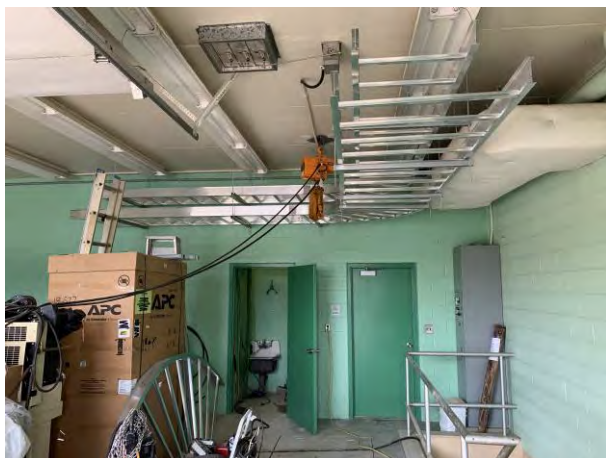
Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 32– Photo 7.



WWTP Work Site: Week 32– Photo 8.



WWTP Work Site: Week 32– Photo 9.



WWTP Work Site: Week 32– Photo 10.

Site Progress: Photo Description Table ^(A)

WWTP Site: Preston Street	
Photo 1.	Shows: Reinforcement and formwork installation is in progress for the Equalization Tank 400mm perimeter wall.
Photo 2.	Shows: Alumna ("Bira/Orma") metal formwork system installation started for the wall.
Photo 3.	Shows: Formwork installation is in progress for wall construction joint.
Photo 4.	Shows: Alumna ("Bira/Orma") metal formwork system continues; bracing installed.
Photo 5.	Shows: Concrete pour in progress for the Alum Tank Slab.
Photo 6.	Shows: Concrete pour is in progress for the Alum Tank contaminant walls
Photo 7.	Shows: Installing the new 150mm Storm Drain Line.
Photo 8.	Shows: Installing the new 75mm CPVC Alum Line.
Photo 9.	Shows: Cable tray installation continues in the Workshop/Garage.
Photo 10.	Shows: Work done today on existing MCC shown; Install disconnect for both Digester Blowers.

Wastewater Treatment Plant - Preston Street



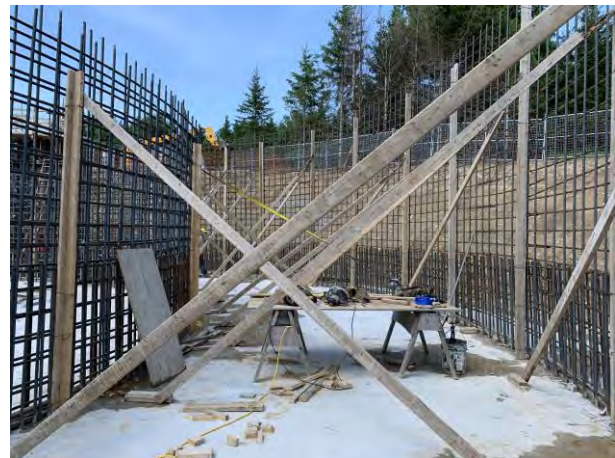
WWTP Work Site: Week 32 - Photo 1.



WWTP Work Site: Week 32- Photo 2.



WWTP Work Site: Week 32- Photo 3.



WWTP Work Site: Week 32- Photo 4.



WWTP Work Site: Week 32- Photo 5.



WWTP Work Site: Week 31- Photo 6.

Wastewater Treatment Plant - Preston Street



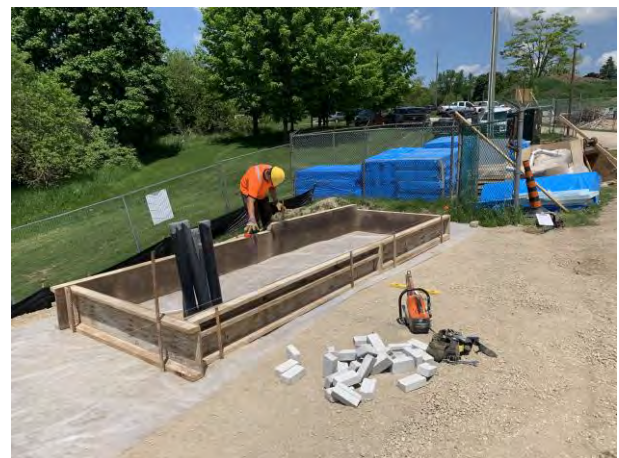
WWTP Work Site: Week 32- Photo 7.



WWTP Work Site: Week 32- Photo 8.



WWTP Work Site: Week 32- Photo 9.



WWTP Work Site: Week 32- Photo 10.

Site Progress: Photo Description Table (A)

WWTP Site: Preston Street	
Photo 1 & 2.	Shows: Concrete pour in progress for wall pour No.1
Photo 3.	Shows: Reinforcement installation is in progress for the inner circular walls.
Photo 4.	Shows: Formwork installation is in progress for wall construction joint.
Photo 5.	Shows: Alumna ("Bira/Orma") metal formwork system continues; bracing installed.
Photo 6.	Shows: Concrete poured for the Communication Antenna footing. Stripping forms after curing.
Photo 7.	Shows: Formwork fabricated & installed for the Communication Antenna foundation pier.
Photo 8.	Shows: Electrical duct bank tag C2 installed north of the Alum Tank.
Photo 9.	Shows: Installing the new 200mm SS Airline & 75mm CPVC Alum Line.
Photo 10.	Shows: Formwork fabricated & installed for the generator pad.

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 34 - Photo 1.



WWTP Work Site: Week 34- Photo 2.



WWTP Work Site: Week 34- Photo 3.



WWTP Work Site: Week 34- Photo 4.



WWTP Work Site: Week 34- Photo 5.



WWTP Work Site: Week 34- Photo 6.

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 34– Photo 7.



WWTP Work Site: Week 34– Photo 8.



WWTP Work Site: Week 34– Photo 9.

Site Progress: Photo Description Table (A)

WWTP Site: Preston Street	
Photo 1.	Shows: Stripping of formwork is in progress from wall pour No.1
Photo 2.	Shows: Formwork installation completed for wall pour No.2.
Photo 3 & 4.	Shows: Concrete pour is in progress for wall pour No.2.
Photo 5.	Shows: Access ladder install at the Alum Tank.
Photo 6.	Shows: 200mm SS Air intake pipping installed.
Photo 7.	Shows: 200mm SS installed for the suction line in the Blower Room.
Photo 8.	Shows: Concrete poured for the Exterior Generator Pad.
Photo 9.	Shows: Installing the new 200mm SS Airline in progress.

Pumping Station – Frederick Street



Pumping Station Site: Week 34– Photo 10.



Pump Station Site: Week 34– Photo 11.



Pump Station Site: Week 34– Photo 12.

Site Progress: Photo Description Table ®

	Frederick Street Site: Pumping Station
Photo 10.	Shows: Excavation in process for the Communication Antenna foundation & Generator Pad.
Photo 11.	Shows: Lean concrete mix poured after removal of the unsuitable soil material.
Photo 12.	Shows: Compaction of the granular type B backfill.

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 35 - Photo 1.



WWTP Work Site: Week 35- Photo 2.



WWTP Work Site: Week 35- Photo 3.



WWTP Work Site: Week 35- Photo 4.



WWTP Work Site: Week 35- Photo 5.

Site Progress: Photo Description Table ^(A)

	WWTP Site: Preston Street
Photo 1 & 2.	Shows: Installation of the Alumna Formwork is in progress for wall pour No.3
Photo 3 & 4.	Shows: Concrete pour is in progress for wall pour No.3.
Photo 5.	Shows: Communications Antenna base installed at the Treatment Plant

Pumping Station- Frederick Street



WWTP Work Site: Week 35– Photo 6.



WWTP Work Site: Week 35– Photo 7.



WWTP Work Site: Week 35– Photo 8.



WWTP Work Site: Week 35– Photo 9.



WWTP Work Site: Week 35– Photo 10.

Site Progress: Photo Description Table ®	
	Frederick Street Site: Pumping Station
Photo 6 to 8.	Shows: Electrical Duct bank raceway installation in process.
Photo 9.	Shows: Concrete poured is in progress for the generator pad.
Photo 10.	Shows: Backfill & compaction carried out around catch basin CB-9.

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 36 - Photo 1.



WWTP Work Site: Week 36- Photo 2.



WWTP Work Site: Week 36- Photo 3.



WWTP Work Site: Week 36- Photo 4.



WWTP Work Site: Week 36- Photo 5.



WWTP Work Site: Week 36- Photo 6.

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 36 - Photo 7.



WWTP Work Site: Week 36– Photo 8.



WWTP Work Site: Week 36– Photo 9.



WWTP Work Site: Week 36– Photo 10.



WWTP Work Site: Week 36– Photo 11.



WWTP Work Site: Week 36– Photo 12.



WWTP Work Site: Week 36- Photo 13.

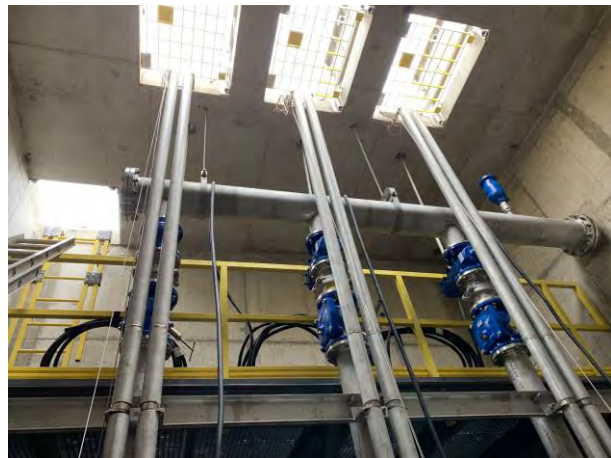


WWTP Work Site: Week 36- Photo 14.

Pumping Station- Frederick Street



PS Work Site: Week 36- Photo 15.



PS Work Site: Week 36- Photo 16.



PS Work Site: Week 36- Photo 17.



PS Work Site: Week 36- Photo 18.



PS Work Site: Week 36– Photo 19.



PS Work Site: Week 36– Photo 20.

Site Progress: Photo Description Table ^(A)

	Treatment Plant Site
Photo 1.	Shows: Formwork stripped from previous wall pour No.3.
Photo 2.	Shows: Alumna formwork installation completed for wall pour No.4.
Photo 3.	Shows: Concrete pour completed for wall pour No.4.
Photo 4	Shows: EQ Tank-Process pipping installation in progress for the wall penetration.
Photo 5&6.	Shows: Diesel Generator install in progress at the Treatment Plant.
Photo 7.	Shows: Alum Storage tank completed; access ladder installation in progress.
Photo 8.	Shows: Concrete pour for Communication Antenna concrete pier.
Photo 9.	Shows: Demolition work in progress for ex. Aeration Blower pad.
Photo 10.	Shows: Removal work in progress for the ex. Compressor Air Tanks.
Photo 11.	Shows: Demolition work in progress for ex. Digester Blower pad.
Photo 12.	Shows: Teck cable install completed to existing VDF for Digester Blower BL302.
Photo 13.	Shows: Instrument Control Panel (ICP-01) install in progress.
Photo 14.	Shows: Network Control Panel install in progress.
	Frederick Street Site: Pumping Station
Photo 15&16.	Shows: 150 Valmatic Plug Valve Actuator with stem extension.
Photo 17&18.	Shows: Diesel Generator install
Photo 19.	Shows: Flygt submersible pump install.
Photo 20.	Shows: Storm pipping to Catch Basin 8 completed.
	Lagoon Site:
Photo 21.	Shows: Excavation for test pit in preparation for the Communication Antenna footing.



Lagoon Work Site: Week 36– Photo 21.

Wastewater Treatment Plant - Preston Street



WWTP Work Site: Week 37 - Photo 1.



WWTP Work Site: Week 37- Photo 2.



WWTP Work Site: Week 37- Photo 3.



WWTP Work Site: Week 37- Photo 4.



WWTP Work Site: Week 37- Photo 5.



WWTP Work Site: Week 37- Photo 6.

Wastewater Treatment Plant - Preston Street



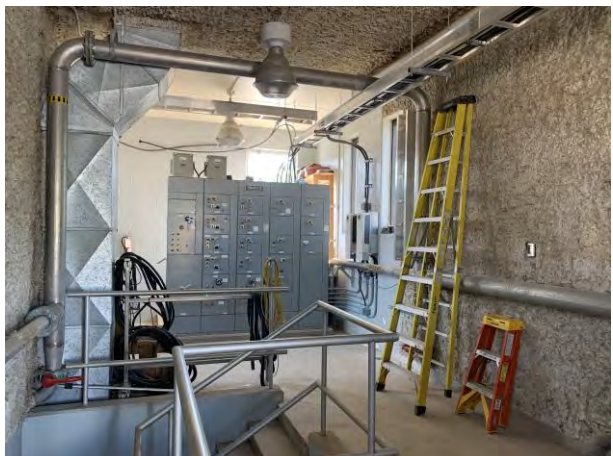
WWTP Work Site: Week 37 - Photo 7.



WWTP Work Site: Week 37- Photo 8.



WWTP Work Site: Week 37- Photo 9.



WWTP Work Site: Week 37- Photo 10.



WWTP Work Site: Week 37- Photo 11.



WWTP Work Site: Week 37- Photo 12.



WWTP Work Site: Week 37– Photo 13.



WWTP Work Site: Week 37– Photo 14.

Pumping Station- Frederick Street



PS Work Site: Week 37– Photo 15.



PS Work Site: Week 37– Photo 16.

Site Progress: Photo Description Table [Ⓐ]	
	Treatment Plant Site
Photo 1.	Shows: Formwork stripped from previous wall pour No.4 at the Equalization Tank
Photo 2.	Shows: Effluent Water filling operation at the EQ tank for leak testing.
Photo 3.	Shows: Backfill around generator completed; sod placed.
Photo 4	Shows: Electrical conduit install at the Alum Tank; conduit for digital & Analog Communications.
Photo 5.	Shows: 200 mm SS Air Discharge line installed with Bray BFV isolation valves; For Aeration Blowers.
Photo 6.	Shows: Air compressor and Tank removed form the basement Blower Room No.1
Photo 7&8.	Shows: Arezen Blower BL301 install & Teck cable install from the ceiling.
Photo 9&10.	Shows: Existing MCC in Blower Room No.2; Work stages.
Photo 11.	Shows: 100mm Alum Drain pipping installation is in progress.
Photo 12.	Shows: 200mm SS new airline installation is in progress; 75mm CPVC alum supply line.
Photo 13.	Shows: Backfill and compaction completed at the entrance to the Admin Building.
Photo 14.	Shows: Removal equipment sorted.
	Frederick Street Site: Pumping Station
Photo 15.	Shows: Electrical conduit and cables for submersible pumps and instrument controls installed along the roof of the wet well.
Photo 16.	Shows: Electrical stub out & junction box install; work in progress.

OTHER ACTIVITIES:





Staff Report

To: Mayor and Members of Council Meeting of July 13, 2020

From: Matthew Aston, Director of Operations

Subject: OPS 2020-023 being a report on the award of the Township's 2020 bridge program

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report OPS 2020-023 being a report on the award of the Township's 2020 bridge program;

AND FURTHER THAT Council award the request for tender to Reeves Construction Limited at a cost of \$231,928.59 plus applicable taxes.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

2020 Capital Budget

Report OPS 2020-021 being a report on structure 2057 on First Line

BACKGROUND

The request for tender (RFT) was advertised on the BM Ross and Township's website starting May 27, 2020, and closed July 6, 2020. (Contract No. BR1357/BR1356)

Works to be completed-

- Replacement-Bridge 2018 -Concession 9 (Between Sdrd 6W and Sdrd 7W)
- Repair- Bridge 2035 - Line 8 (Between Sdrd 3 and Sdrd 7)

The Township received two submissions prior to RFT close: Reeves Construction Limited (Reeves) and Van Driel Excavating (Van Driel). Submissions were assessed based on cost – see Financial Section below.

Reeves was the lowest cost, meeting the tender as specified, and Township staff recommend them for award.

FINANCIAL CONSIDERATIONS

2020 Budget

\$369,000.00*

Reeves**	\$231,928.59
Van Driel**	\$260,749.78

*- Budget amount includes additional funding for engineering and contract administration

** - Price subject to applicable taxes.

ATTACHMENTS

Schedule A – BM Ross and Associates Letter dated July 7, 2020***

***- BM Ross letter financial numbers are inclusive of 13% HST

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*



B. M. ROSS AND ASSOCIATES LIMITED
Engineers and Planners
 62 North Street, Goderich, ON N7A 2T4
 p. (519) 524-2641 www.bmross.net

File No. BR1357/BR1356

VIA EMAIL ONLY

July 7, 2020

Matthew Aston, Director of Operations
 The Township of Wellington North
 7490 Sideroad 7 W
 Kenilworth, ON N0G 2E0

RE: Replacement of Structure 2018 and Repairs to Structure 2035

Tenders were received on July 6, 2020 for the above noted project, as summarized by the following table:

Tenderer	Tendered Amount
Reeves Construction Limited	\$262,079.31
VanDriel Excavating Inc.	\$294,647.25

The tenders were checked and found to be mathematically correct. Both tenders were properly signed and were submitted with the specified tender deposit and Agreement to Bond.

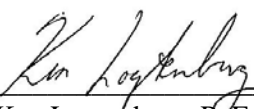
Since the lowest tender is acceptable contractually, and the tenderer is experienced in bridge replacement and repair, further analysis is limited to the lowest bid. We therefore recommend that this contract be awarded to Reeves Construction for the total tender sum of \$262,079.31.

Permits have been received for the work at these two sites. The permits indicate the work must take place between July 1st and March 15th; therefore, the Contractor may proceed within that time period, when they are ready.

Should you have any questions, please contact the undersigned.

Yours very truly,

B. M. ROSS AND ASSOCIATES LIMITED

Per 
 Ken Logtenberg, P. Eng.

KL:es



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of July 13, 2020
From: Matthew Aston, Director of Operations
Subject: OPS 2020-024 being a report on the Township's Year-to-Date Wastewater Treatment Plant Flows

RECOMMENDATION

THAT the Council of the Township of Wellington North receive Report OPS 2020-024 being a report on the Township's year-to-date (May 31, 2020) wastewater treatment plant flows.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

NA

BACKGROUND

Ontario Clean Water Agency (OCWA) reports on monthly flows through the Township's wastewater treatment plants (WWTPs) in Arthur and Mount Forest. Township staff have consolidated this information to provide Council with more current information about wastewater treatment flows in Schedules A & B.

FINANCIAL CONSIDERATIONS

NA

ATTACHMENTS

Schedule A – Raw Flows to Arthur WWTP
Schedule B – Raw Flows to Mount Forest WWTP

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*

Schedule A – Raw Flows to Arthur WWTP

Arthur WWTP Design Capacity = 1,465 cubic metres per day

Total Raw Flow	2020	2019	2018	2017	2016	2015
January	56,697	41,156	55,385	63,649	45,501	33,624
February	35,616	35,751	49,613	48,184	59,638	35,797
March	64,740	53,961	44,628	55,389	67,162	65,749
April	41,793	65,050	72,460	56,126	61,960	66,211
May	37,288	52,197	42,538	55,362	34,349	34,729
June		34,204	30,107	43,744	30,501	49,702
July		29,419	27,631	35,927	32,110	35,490
August		28,513	29,832	30,082	29,326	29,551
September		28,004	25,759	29,939	27,305	28,096
October		31,766	31,127	38,649	32,344	34,550
November		40,102	40,005	51,441	34,523	43,620
December		44,013	45,947	44,840	40,332	47,079
Total	236,134	484,136	495,032	553,332	495,051	504,198
ave. daily m3 flow	1,554	1,326	1,356	1,516	1,353	1,381
3 year rolling ave.		1,435	1,408	1,416	1,488	1,678

Schedule B – Raw Flows to Mount Forest WWTP

Mount Forest WWTP Design Capacity = 2,818 cubic metres per day

Raw Flows (m3)	2020	2019	2018	2017	2016	2015
January	77,198	62,930	72,264	101,873	63,096	48,963
February	49,657	58,717	69,335	80,512	112,321	37,214
March	101,508	84,362	59,573	79,011	84,073	78,023
April	65,653	105,219	105,366	82,612	92,402	79,461
May	60,053	75,806	67,496	89,099	53,728	50,648
June		50,675	45,497	72,418	43,001	55,737
July		41,885	41,328	74,665	39,940	47,288
August		38,095	55,119	52,226	43,687	43,342
September		36,046	43,443	47,978	46,205	41,821
October		41,536	45,263	58,715	40,309	41,712
November		56,976	64,675	69,005	40,011	55,008
December		62,168	74,802	55,718	52,699	58,499
Total		714,415	744,161	863,832	711,472	637,716
ave. per day m3	2,329	2,289	2,038	2,367	1,944	1,747
year to year change			-13.9%	21.4%	11.3%	-15.6%
3-year rolling ave.			2,116	2,021	1,921	2,018



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of May 19, 2020
From: Karren Wallace, Director of Legislative Services/Clerk
Subject: CLK 2020-013 Award Contract 2020-008 Construction Drain 2 (Martin) Arthur

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2020-013 being a report to award Contract 2020-008 for construction of Drain 2 (Martin) Arthur;

AND FURTHER THAT the Council of the Township of Wellington North award 2020-008 Agdrain Inc. at a price of \$71,542.13 excluding HST.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2018-037 Consider A Petition for Municipal Drain 2

CLK 2020-003 Consideration of Final Engineer's Report for Arthur Drain 2 (Martin)

BACKGROUND

On July 13, 2018 a Petition for Drainage Works by Owners under the *Drainage Act* (the Act) was filed with the Clerk of the Township of Wellington North for drainage works to be constructed on Part Lot 2, Concession 1 (Arthur). The Council of the Township of Wellington North approved the request and appointed K. Smart & Associates Limited as the engineer by resolution 2018-318.

The Engineer's report was filed on January 6, 2020 and the provisional By-law was passed as By-law 007-20.

Tenders were issued on May 15, 2020, closing at 2:00 pm on June 18, 2020. As per government recommendation, the tenders were opened 3 days later by staff with no public participation. Agdrain Inc. was the only tender received. The tender summary is attached as Schedule A.

FINANCIAL CONSIDERATIONS

The estimated cost of the township's share of construction is \$204.00. It is anticipated the work will be complete in 2020.

The total tendered cost of the project is \$71,542.13 which is 3.4% higher than the Engineer's estimate of \$69,200.00.

STRATEGIC PLAN 2019 – 2022

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

☐ Yes

☒ No

☐ N/A

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

Item	Station	Description	Unit	Quantity	Engineer's Estimate		Ag-Drain Inc.	
					Unit Price	Total	Unit Price	Total
1	-0+010	Construct temporary straw bale dam sediment trap	Each	1	700	700	500.00	500.00
2	-0+010	Place 10m ² of 300mm dia. riprap at outlet	m ²	10	65	700	78.75	787.50
3	0+000	Construct WASCoB including 22m of 0.6m high earth berm, 1.5m wide spillway with 17m ² of riprap and offset 300mm dia. hickenbottom with 5m of 300mm dia. plastic tubing with 525x300x525mm "T" connection	L.S.	1	3,000	3,000	2,890.00	2,890.00
4	-0+010 to 0+206	Fill in existing ditch and grade as an overflow swale (1.0m bottom, 10:1 side slopes)	m	216	10	2,200	19.40	4,190.40
5	-0+010 to 0+216	Seeding of swale (23m width)	m ²	5198	0	1,000	0.06	312.00
6	-0+010 to 0+000	8m of 525mm HDPE pipe with rodent gate at outlet	m	10	140	1,100	105.00	1,050.00
7	0+000 to 0+216	216m of 525mm dia. concrete tile with joint wrap including restoration of laneway from 0+205 to 0+213	m	216	65	14,100	68.78	14,856.48
8	0+205	Install offset 200mm hickenbottom with flow restrictor and 3m of 200mm dia. HDPE dia. pipe with 525 x 200 x 525mm "T" connection	L.S.	1	1,200	1,200	840.00	840.00
9	0+205 to 0+216	Remove and dispose of existing laneway culvert and install 11m of new 600mm HDPE culvert and 10m ² of riprap end treatment	L.S.	1	7,000	7,000	3,150.00	3,150.00
10	0+216	Construct 1200 x 1200mm DICB including 2:1 sloped top, birdcage grate, 36m ² of riprap and connections of Branch G with 8m of 250mm concrete tile, Branch H (1974) with 8m of 400mm concrete tile, Branch H (1987) with 8m of 250mm plastic tubing, existing drain with 9m of 300mm plastic tubing and private drain with 8m of 100mm plastic tubing	L.S.	1	4,500	4,500	5,250.00	5,250.00
11	0+211 to 0+220	Fill in existing area and grade to the new DICB	m	9	10	100	26.25	236.25
12	0+211 to 0+220	Seeding of disturbed area (10m x 10m area)	m ²	100	0	100	0.30	30.00
13	0+216 to 0+360	Existing 300mm tile to remain. Install 144m of 400mm concrete tile with joint wrap including removal of existing 375mm CSP outlet pipe from Sta. 0+219 to 0+225	m	144	57	8,200	58.80	8,467.20
14	0+360	Construct new 600 x 600mm DICB beside existing DICB including 2:1 sloped top, birdcage grate, 3m ² riprap and connections	each	1	2,000	2,000	1,732.50	1,732.50
15	0+360 to 0+512	Existing 250mm tile to remain and become a private drain. Install 152m of 300mm concrete tile with joint wrap including restoration of laneway from 0+507 to 0+510	m	152	35	5,300	43.85	6,665.20
16	0+498 & 0+505	Install offset 200mm dia. hickenbottom with flow restrictor and 3m of 200mm HDPE pipe and 300 x 200 x 300mm "T" connection	L.S.	1	1,200	1,200	787.50	787.50
17	0+505 & 0+512	Place 10m ² of riprap at each location (20m ² total)	m ²	20	65	1,300	78.75	1,575.00

					Engineer's Estimate		Ag-Drain Inc.	
Item	Station	Description	Unit	Quantity	Unit Price	Total	Unit Price	Total
18	0+512	Construct new 600 x 600mm DICB beside existing DICB including 2:1 sloped top, birdcage grate, 3m ² riprap and connections	each	1	2,000	2,000	1,945.00	1,945.00
19	0+512 to 0+675	Existing 200mm dia. Tile to be removed. Install 163m of 250mm dia. HDPE pipe	m	163	55	9,000	46.70	7,612.10
20	0+585 to 0+650±	Power brushing (15m width)	m ²	1000	2	2,000	4.20	4,200.00
21	0+675	Remove existing DICB and construct new 600 x 600mm DICB including 2:1 sloped top, birdcage grate, 3m ² riprap, connections and 15m of 100mm plastic tubing	each	1	2,500	2,500	1,840.00	1,840.00
22	0+925 to 0+960	Clean out 8m of existing ditch 1m bottom, 2:1 side slopes and 17m of 600mm dia. CSP culvert clean-out	L.S.	1	0	0	2,625.00	2,625.00
TOTAL CONSTRUCTION COST ESTIMATE:						69,200		71,542.13

WSIB No.

6048119

HST No.

818731390 RT001



TOWNSHIP OF WELLINGTON NORTH

SOCIAL MEDIA POLICY

DEPARTMENT	EDC	POLICY NUMBER	23.15
EFFECTIVE DATE	May 13, 2014	LEGISLATIVE AUTHORITY	
APPROVED BY	Blanket Resolution 2015-345, August 10, 2015 (Original Resolution 5); Revised July 2020		

POLICY

To provide for the use and control of the Township of Wellington North Social Media Communications

PURPOSE

The Township of Wellington North recognizes that social media is an effective tool to communicate with residents and visitors; It allows us to easily share information about upcoming meetings, events and to further increase transparency. The Township of Wellington North established this social media policy to ensure all platforms are used in a consistent, secure, and professional manner that represents our brand, mission statement and values.

SCOPE

This policy applies to Township of Wellington North employees using social media platforms as part of their employment. This policy does not pertain to employee's appropriate use of social media for unofficial purposes.

INTRODUCTION

Social Media is an online service, platform, or site that focuses on building and reflecting of social relations among people who share interests and/or activities. It includes text, audio, video, images, podcasts, and other multimedia communications. Staff are not to create social media accounts that represent the Township of Wellington North without prior consent and/or direction from the Director of Legislative Services. Social media accounts will be managed by members of the Senior Management Team and will be linked to a general township email.

The primary contact for each social media account:

Facebook: Township	Economic Development Officer
Facebook: Farmers Market	Economic Development Officer
Twitter	Director of Legislative Services
Instagram	Community Recreation Coordinator
LinkedIn	Manager of Human Resources
YouTube	Manager of Human Resources
Wellington North Fire Services	

ENFORCEMENT

Violation or improper usage of will be subject to disciplinary action, up to and including termination of employment for cause, and/or civil lawsuit in the courts, at the discretion of the CAO.

DISCLAIMER

Where possible, each social media site shall contain a disclaimer clearly advising third party users or visitors to the site that third-party comments are not the official communications of the Township of Wellington North.

“This is an official Township of Wellington North social media page. Comments made by members of the public are not reflective of the Township’s views, opinions and/or policies.”

AVAILABILITY

The Township of Wellington North monitors accounts Monday to Friday from 8:30 a.m. – 4:30 p.m.

To further facilitate open communication, staff should respond to public comments as soon as possible. If required, members of Senior Management should be consulted in preparing a response. Offensive, derogatory, inappropriate, libelous content posted to social media accounts by members of the public may be removed and/or hidden. A member of the public may be blocked from participating on a township social media account if deemed appropriate by the Director of Legislative Services.

CONDITIONS

The Township of Wellington North does not automatically ‘like’ or ‘follow’ organizations or individuals who like or follow us. The Township may ‘like’ and ‘follow’ relevant organizations and other parties where there is a clear link in communicating and receiving information. The Township will generally not follow individuals unless they are known in a professional capacity and satisfy the business rule above. Being followed or liked by the Township of Wellington North and its accounts does not imply endorsement of any kind.

As a part of account maintenance and monitoring, the Township shall regularly review accounts it is following. This may result in un-following accounts.

The Township of Wellington North welcomes feedback, ideas and comments from its followers. All comments and direct messages shall be reviewed to ensure that any emerging themes or helpful suggestions are forwarded to the appropriate departments. Where that department is not able to reply individually to messages received and where common topics and requests exist, the Township of Wellington North may issue general notification to all parties. The usual way of contacting the Township of Wellington North, for official correspondence, are detailed in the Contact Us section of the Township of Wellington North website.

MEASUREMENT

The success of social media posts will be measured in various ways:

- Number of views/visits
- Followers/subscribers
- Active engagement (comments, private messages, likes)

PRIVACY

The Township of Wellington North does not capture or record the contact details of parties following its accounts.

DECOMMISSIONING

When a social media site is deemed to no longer meet the needs of the Township it shall be decommissioned, retired and shut down by the maintaining staff, for any/all reasons and not limited to:

- The site is no longer required (i.e. sites specific to an event, date, group or program that no longer exists).
- The site is not regularly used or maintained (i.e. site has not been updated with pertinent information for a period not exceeding three months).
- The site no longer reflects the mission, values or culture of the Township.

BEST PRACTICES

Acting as a Spokesperson for the Municipality:

Maintain a clear corporate identity. It is not possible to keep up two different images created through conventional and social media. Thus, it is a good idea for staff to ensure that their services maintain a clear, singular, corporate identity. To do this, public statements made through social media should be consistent with other corporate statements.

Err on the side of disclosure. When using social media, it is best for staff to make it clear that they are speaking as municipal employees. The use of disclosure can go a long way towards avoiding the appearance of corrupt practices or public scandal.

Be Transparent. It is a good idea to let users know that corporate social media sites are monitored for harassment, obscenity, and other violations. This effort for transparency and integrity will be a helpful defense when dealing with inappropriate users complaining about editing practices.

Collect Fair Comment. staff should be careful about what they choose to allow and disallow. Comments that do not fall under any of the civil or criminal rights violations should not be edited.

Respond, do not censor. In the end, social media sites are designed for two-way communication. For this to happen, it is important that staff encourage civic engagement by being honest, open, and polite. It may also be helpful for staff to find ways in advance to settle conflicts among users. At the same time, try to stick to the topics in which you have a mandate.

Respect Due Process. As a tool for sharing information, social media can be a great way to let citizens know about what is going on within the Municipality. However, it is important to make sure that due process is always followed. All Council decisions and initiatives should come from Council before being made public through social media.

Be discerning. staff should never take privacy for granted. The concept of “off the record” simply does not exist in the social media landscape. Thus, it is best to act as if all information shared can and will be made public.

Engage, Enable and Share:

Consider your audience: be clear, concise and compelling

Before you start using social media ensure that your primary web/mobile site is current and accurate. Use your social media tools to drive people to more detailed information on your web / mobile sites.

Here are a few tips to help you grab attention, gain followers, and deliver excellent service:

- Be honest, friendly and professional “the road is closed, but in a few weeks, you’ll see new bike lanes. For now, use the detour here (link)”

- Get to the point – use simple, straightforward language
- Posts under 80 characters and include a call to action – a link, photos, videos, etc.
- Do not spam your fans and followers – be considerate
- If you want people to participate in more than one medium, offer different content for different users e.g. don't use hash tags on Facebook
- Comply with Municipal policies, guidelines, and Corporate Values.

Participate

If you are going to engage and invite comments then you should accept the good with the bad. At all times measure your actions against the Municipality's Corporate Values and Personnel Policy.

If you think an online conversation could compromise your professional integrity or that of the Municipality, discuss with the Director of Legislative Services.

Staff must determine when a response from the Township of Wellington North is needed.

As a rule, the Municipality will reply to online questions and comments if:

- The post is respectful and asks a direct question about a program or policy
- The post includes factually inaccurate information – the Municipality can provide factually correct information to the user

As a rule, the Municipality will not reply to online questions and comments if:

- The post includes respectful statements of opinion – people are welcome to respectfully disagree
- The post is directed to other participants in the conversation
- The post does not comply with the Municipality's social media guidelines

Dealing with negative comments

The Municipality invites all community members to share and discuss their opinions provided that those discussions remain respectful. The Municipality will not reply to questions and comments if they do not comply with the Municipality's social media guidelines. The Municipality expects some level of criticism, which presents an opportunity to correct misinformation and deliver excellent service.

RISKS & CHALLENGES

Increased civic engagement is certainly a plus, but social media can also be the cause of some serious headaches. In fact, tools like Facebook and Twitter are often prime target for civil or criminal law violations and other areas of concern.

Harassment & Obscenity

Rules of etiquette can be easily broken in social media. Do not be surprised when some citizens abuse their opportunity to speak by harassing and making obscene comments. This concern is especially important for the Municipality as public figures are often preferred targets for attack.

- Examples of obscenity: Obscenity often includes the use of profane language or content. The use of sexual language or content, or even hyperlinking to sexual content, can also count as obscenity.
- Examples of harassment: Harassment often takes the form of discrimination based on race, creed, colour, or some other factor. Some forms of online solicitation can also be viewed as harassment.

Defamation & Libel

Statements may be made that illegally harm the reputation of individuals or organizations. This is known as defamation. When these statements are published online, they are known as libel. Libel can even occur when defamatory statements are quoted or hyperlinked on a website.

Breach of Confidentiality

Some information is not supposed to be made public. Third-party confidentiality and other privacy issues dictate that certain information cannot be disclosed without permission. If confidentiality is breeched on a social media website, there can be serious problems.

Social media can turn private information into public information very quickly. As soon as news is posted, it can be shared by users at a rapid rate. With social media, it does not take long for confidential information to become common knowledge.

Invasion of Privacy

Social media users do not always respect the privacy of others. Whether intentional or unintentional, sharing people's private information on a social media website is a serious issue.

It's dangerous to collect information about visitors to a blog or website. The Personal Information Protection and Electronic Documents Act (PIPEDA) states that citizens must consent to having their information gathered or used in any way.

Intellectual Property Theft

Intellectual property refers to intellectual 'products' with commercial value. Music, essays, videos, and even ideas can be examples of intellectual property. Copyrights and trademarks are two common tools used to protect against intellectual property theft.

Using intellectual property without permission can cause a lot of trouble. "Stealing" a copyrighted or trademarked product is the same as stealing merchandise or any other physical property.

Plagiarism can also be an issue in social media. Many quoted works are likely to be protected by copyright. Short quotes are usually fine if they are properly referenced, but it is always good to make sure before quoting something that was written by someone else.

Even linking to information on other websites can lead to trouble. Most websites lay out their policy in a Terms of Use or Copyright section. Some sites state that linking to their home page is fine, but deep linking to pages within the website is not.



Summer 2020
2nd Quarter

The INFORMANT

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

A MESSAGE FROM CRIME STOPPERS GUELPH WELLINGTON (CSGW)

Since 1988 Crime Stoppers Guelph Wellington (CSGW) has offered residents of the City of Guelph & County of Wellington the ability to report information that can help solve crimes, anonymously and confidentially.

CSGW provides an invaluable option for residents who want to stop criminal activity, but for whatever reason, do not want to contact police directly or be involved in the criminal justice system. While we enjoy respectful and productive relationships with our investigative partners, we understand that may not be the case for all residents.

The CSGW Board of Directors is united in supporting anti-racism initiatives, standing firmly against hatred and discrimination of any kind, and doing our part to raise awareness for the lives lost in violence and show solidarity for the families and communities most impacted.

This is not a time for mere words. CSGW is taking action to engage with organizations that represent Black, Indigenous and People of Colour (BIPOC) as well as ethnic and religious groups that enrich our communities. We look forward to inviting them to understand Crime Stoppers' purpose. More importantly, we look forward to learning from, and working with these organizations to build stronger, more inclusive communities.

Respectfully,

Deryck West, Chair
on behalf of the CSGW Board of Directors



www.csgw.tips

PROGRAM EDUCATION



Due to COVID-19 restrictions, CSGW is looking to transition from traditional methods of providing CSGW program education, to online platforms.

This is being considered for student programs, seniors programs, human trafficking presentations and EPACT presentations.

The programming is in the initial stages and so we ask that you continue to check our website for updates and further details as they become available. Also stay tuned on our social media – Facebook, Twitter and Instagram.

PROGRAM STATISTICS

*Since inception from 1988 through
May 2020*

Total # of Tips	21,563
Arrests.....	1,562
Charges Laid.....	4,363
Narcotics Seized	\$27,367,752
Property Recovered	\$10,262,501
Authorized Rewards.....	\$172,425

FUNDRAISING

GUELPH SHREDDING EVENT

Saturday September 12th — 9am—1pm

Sponsored by SKYJACK



Proudly supported by **Skyjack Inc.** for a second year, our event will be held at 201 Woodlawn Road West in Guelph. **Appropriate social distancing practices will be in place.**

A mobile **Wasteco** shredding truck will be on site and our volunteers will arrange for a smooth drive-thru operation for your convenience. For a \$5 donation per “bankers box size” of **paper only** shredding, you will have the security of knowing you are helping to prevent identity theft.

Further details will be posted on our website and social media, so be sure to check closer to the date. Start saving your papers now!

MULCH SALES

The traditional spring 2020 mulch sales were cancelled this year due to the COVID-19 pandemic.

Instead, a different event was offered at both **Young’s Home Hardware** in Mount Forest and **JL’s Home Hardware** in Guelph. During the month of May, for every bag of mulch sold, 25c was donated to CSGW.

THANK YOU to our PARTNERS and to our COMMUNITY for your support during this time.

**CONTINUE TO CHECK OUR WEBSITE
FOR FUNDRAISING EVENTS, UPDATES
AND FURTHER DETAILS. WE WILL
ALSO CONVEY THIS INFORMATION VIA
OUR SOCIAL MEDIA PLATFORMS –
FACEBOOK, TWITTER AND
INSTAGRAM.**



www.csgw.tips

A REPORT ON THE GRAND RIVER CONSERVATION AUTHORITY TO June 26/2020:

From Bruce Whale, GRCA Board Member

The GRCA Board has now held three Zoom meetings and attendance has been good. With 26 Board members and 10-16 staff, it does become a big meeting on Zoom.

As I was unable to attend the Council meeting when the GRCA budget was presented, I thought that a brief summary of events might be helpful.

The budget was slightly higher than last year but the increase was kept small. With continued uncertainty about government support for our essential programs of flood control and the personal safety of the population in the watershed area, staff wanted to ensure that infrastructure (dams) and river monitoring and flood warning programs were not underfunded. There are many CAs across the province, and the GRCA has always played a leading role with Government Agencies and MPPs explaining the CAs' programs and purposes in the various water sheds. With the sudden shutdown of the province in mid March, many of our programs were affected too. All school and public outdoor programs in our parks were cancelled; tree planting for spring 2020 was cancelled, and summer staff hiring was put on hold. As a result, some full time staff were put on temporary lay-off, and adjustments were made from week to week. GRCA is a "quasi government agency" and thus was not eligible for the federal wages subsidy program. This made staffing decisions more critical if we were going to be able to reduce the original deficit estimates of \$4-5 million presented in April/20.

The numbers presented to us at the June 26/20 meeting, suggest a loss for this year of \$0 - \$500,000 with many factors being considered on a daily basis as the Provincial government starts to allow the reopening of some businesses and programs, albeit with strict guidelines around staff and public safety.

I am including a copy of the staff presentation which outlines the current planned openings of facilities and programs which will be available. Social distancing and the wearing of masks will be part of the "new normal", and the willingness of the public to follow such guidelines will determine how many facilities will be made available. Overnight camping poses a risk with the additional requirements, and will not be available at Conestogo Lake this summer for economic reasons.

The current numbers provided show additional costs to open for the remainder of the summer of \$1.9 million, with the potential revenue generated of \$1 – 1.5 million. The objective continues to be to make our facilities available for the public to enjoy safely and respecting the health of others, while still targeting a break-even budget.

If you have additional questions, I can be reached by phone or email.

Sincerely,

Bruce Whale



Conservation Areas COVID – 19 Phased Re-opening

June 26, 2020



Rockwood Conservation Area

Re-opening To Date



May 16, 2020 - Shade's*, Laurel*

- Open for passive day use; have auto gates
- No amenities (playgrounds, beach, docks, picnic shelters, washrooms, etc.)

May 23, 2020 - Rockwood, Belwood Lake*, Guelph Lake*, Conestogo Lake*

- Open for passive day use; honour box
- No amenities (*some boat launches opened)
- Passive Areas opened – Dumfries, Arkell, Puslinch, Snyder's Flats, Starkey Hill, Rail Trails

May 30, 2020 - Brant, Pinehurst, Byng, Elora, Luther Marsh

- Open for passive day use; honour box & auto gate
- No amenities; boat launches

Re-opening To Date - continued

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June 15, 2020

- **Most Conservation Areas open for passive day use**
 - Elora Quarry closed for season
 - Byng Island – delayed entry into Stage 2
- **Open for Seasonal Campers (agreements in place, annual fee modified)**
- **Gatehouses**
- **Beaches opened**
- **Limited washrooms**

Challenges

131

- Capacity Issues
- Non-compliance with public health directives
- Non-compliance with GRCA rules



Considerations for CA Next Steps

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- 
- Financial feasibility
 - Staffing challenges – student hiring
 - Health & Safety
 - PPE supplies
 - Modified and new safe operating procedures
 - Physical worksite modifications
 - Enforcement challenges at certain properties
 - Capacity management – site security, physical distancing
 - Public education

Next Steps – Overnight Camping



- Brant, Byng, Pinehurst, Guelph Lake, Rockwood, Elora Gorge – tentative opening July 10, 2020*
- Conestogo Lake, Laurel Creek – no overnight camping in 2020
- No shower facilities, no group camping
- Operational considerations: additional staff required, PPE, enforcement, new SOPs, capacity limits

Areas, Facilities & Programs Not Operating in 2020

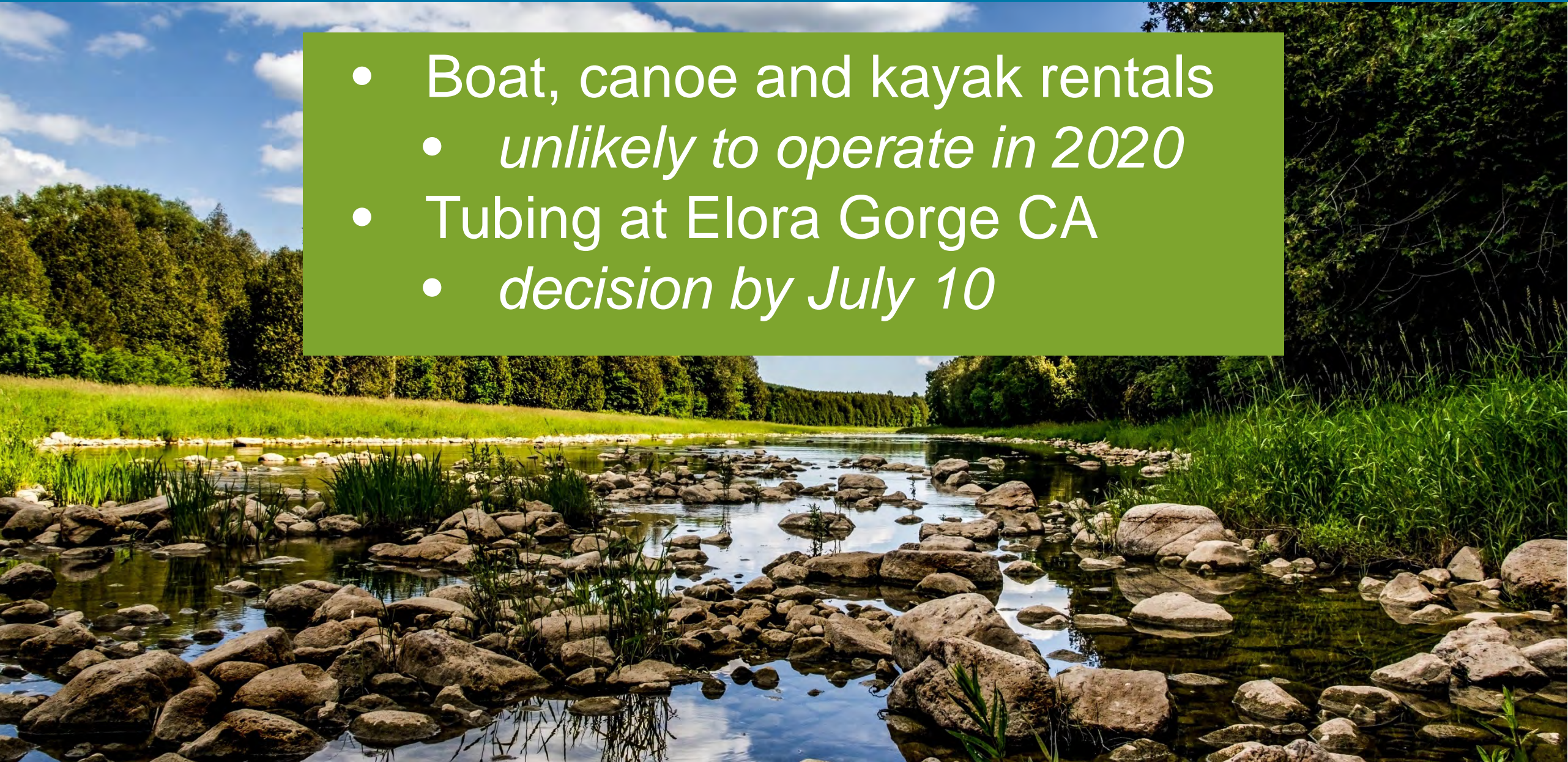
134

- Elora Quarry Conservation Area
- Pavilions, picnic shelters & other group facilities
- Playground equipment
- Group camping
- Splash pad at Elora Gorge CA
- Showers and change rooms
- Learn to Fish program (Shade's)
- Fishing equipment rentals & life jacket loaners
- Swimming pools at Brant and Byng Island CAs
- Food concession stands

Further Discussion & Analysis

135

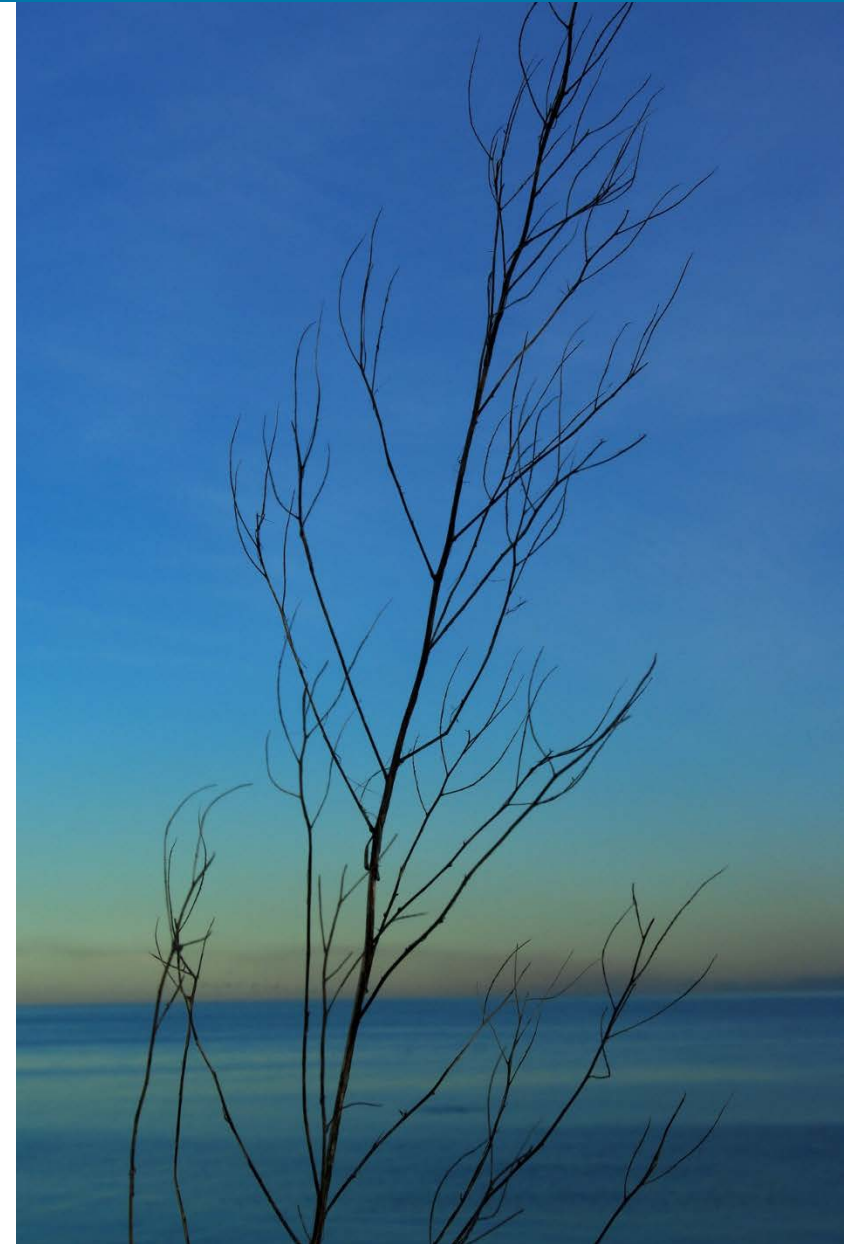
- Boat, canoe and kayak rentals
 - *unlikely to operate in 2020*
- Tubing at Elora Gorge CA
 - *decision by July 10*



Financial Implications – CA Revenue Breakdown¹³⁶

Revenue Sources (*approx.*)

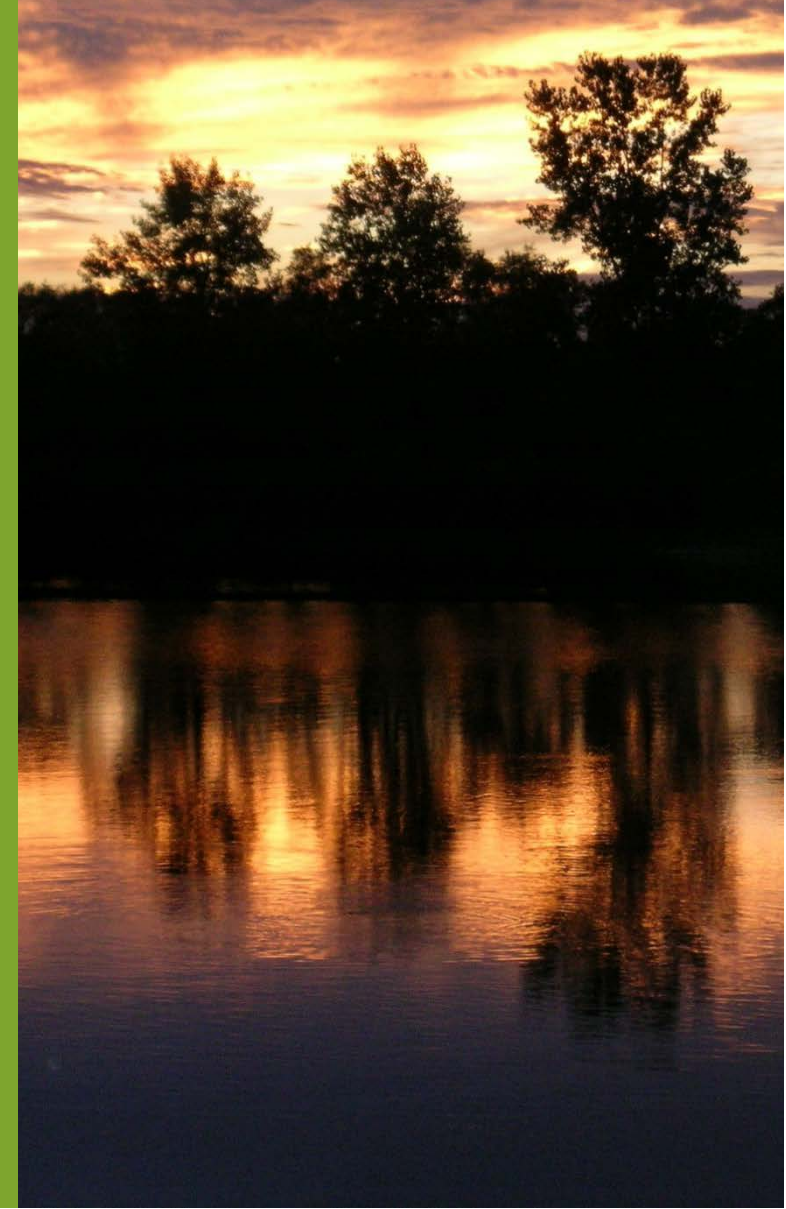
- \$2,400,000 Day Use
- \$2,800,000 Camping
- \$1,400,000 Seasonal Camping
- \$1,100,000 Activities & Facilities
(Tubing, Boating, Pools, Pavilions, Events, Filming)
- \$ 800,000 Membership Cards
- \$ 500,000 Product Sales
(Firewood, Ice, Concessions)



Financial Implications – CAs 2020

OPERATING:

Closed Entire Season	\$3,400,000 loss
Incremental Costs to Open	\$1,900,000
Day Use Revenue	\$1.0M - \$2.0M (Jun-Oct) (Budget \$2,400,000)
Seasonal Camping Revenue	\$1,000,000 (opened June 15th)
Overnight Camping Revenue	\$1,500,000 (proposed opening July 10th)
Membership Revenue	\$200,000 - \$400,000 (3 month extensions, 2019 Actual \$800,000)



Financial Implications – CAs 2020

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CAPITAL:

Budget 2020: \$2,150,000

Projected 2020: \$ 800,000

- Reduction due to deferral of capital projects
- Funding Option: Use of Reserves
- Reserve Balance \$2.9M



Financial Implications – GRCA Update

Potential Loss – Worst Case Scenario – April 2020 projection

- Estimated Loss \$4 – \$5 million
- Driven by lost self-generated revenue
- Limited mitigating actions taken
- Potential Program Deficits:
 - \$3.5M-4.0M CAs (NIL Revenue)
 - \$225K-450K Planning Fees(-25%-50%)
 - \$250K-300K Env.Ed. Program(-50%)
 - \$0-100K Private Land Tree Planting
 - \$0-150K Property Rental Income
 - \$50K Hunting Program

Potential Loss - June 2020 projection

- Estimated Loss \$0 to \$500K
- Driven by lost self-generated revenue
- Mitigating actions implemented
- Potential Program Deficits:
 - \$500K to \$1.5M CAs
 - \$90K Planning Fees (-10%)
 - \$0 Env.Ed. Program
 - \$0-100K Private Land Tree Planting
 - \$0-125K Property Rental Income
 - \$50K Hunting Program

Financial Implications – Mitigating Actions

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- **Staffing adjustments**
- **Vacancies not filled**
- **Use of reserves**
- **Deferred capital projects**
- **Discretionary spending restrictions**





FOR IMMEDIATE RELEASE

\$10,880 COVID-19 technology grant to the Township of Wellington North in partnership with the Mount Forest Family Health Team to facilitate the Mennonite and Amish communities' access to virtual medical services

Centre Wellington, July 1, 2020 - Today, the Centre Wellington Community Foundation (CWCF) awarded a **\$10,880** grant to the Township of Wellington North. The grant enables the township to provide support to the Mount Forest Family Health Team (MFFHT) enabling the MFFHT to obtain appropriate technology and support services to support Old Order Mennonite, Old Order Amish, and Dave Martin Group Mennonites access to health services that must be delivered virtually due to the COVID-19 pandemic.

The MFFHT catchment area includes approximately 5,217 Old Order Mennonites, Old Order Amish, and Dave Martin Group Mennonites. They rely on in-person visits to local health care services, as their beliefs do not permit them to have access to technology, or can only access technology in a limited way.

"It's crucial to find new ways to serve vulnerable populations in our community that have been disproportionately impacted by COVID-19. This initiative achieves that in spades. CWCF is excited to be able to support this community initiative, said CWCF Executive Director Raymond Soucy."

The grant announced today is part of the Emergency Community Support Fund (ECSF), funded by the Government of Canada and administered locally by CWCF. The ECSF is a \$350 million fund that is being implemented with Community Foundations of Canada, the Canadian Red Cross, and United Way Centraide Canada, in partnership with local foundations across the country. Its goal is to provide support to charities and non-profit organizations serving vulnerable Canadians.



CWCF is encouraging organizations servicing Centre Wellington, North Wellington, Minto and Mapleton to apply for grants by going to www.cwcfoundation.ca. The granting program closes July 27, 2020, or before if all available funding is granted. The Centre Wellington Community Foundation is reviewing and awarding funding weekly to support projects that help ensure no one is left behind in COVID-19 recovery measures.

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About the Centre Wellington Community Foundation:

Centre Wellington Community Foundation (CWCF) is a public, charitable foundation created for and by the people of Centre Wellington. Our mission is to strengthen the Centre Wellington community by helping donors to achieve their giving goals, and by helping local non-profit organizations find resources to support their important work.

About the Township of Wellington North

The Township of Wellington North encompasses rural communities south of Mount Forest, and North of Arthur and is the most northerly Township in Wellington County. The township provides municipal services to all residents and works with community partners to provide access to health care and other community services. For more information, please contact Dale Small, Economic Development Officer.

About the Mount Forest Family Health Team

Located in the Claire Stewart Medical Centre, the team provides a full range of primary health care services focused on family and community health and coordination of patient care to assess and treat injuries or illness. The team includes family physicians, registered nurses, nurse practitioners, health promoters/kinesiologists, occupational therapists, registered dietitians, mental health therapists, and admin. staff. For more information on this grant, please contact; Suzanne Trivers, Executive Director.

For more information, please contact:

For more information:

J Raymond Soucy | Executive Director raymond@cwcfoundation.ca, (888) 713-4083

Randall Howard – Board Chair, rhoward@verdexus.com, (519) 957-2226

75 Melville St, Elora, ON N0B 1S0

www.cwcfoundation.ca

Find us on Facebook and Twitter –

Facebook – www.facebook.com/cwcfdn

Twitter - @CWCFdn

The Emergency Community Support Fund

Funded by  Canada

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

BY-LAW NUMBER 056-20

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A FIRE
PROTECTION AGREEMENT BETWEEN THE CORPORATION OF
THE TOWNSHIP OF SOUTHGATE AND THE CORPORATION OF
THE TOWNSHIP OF WELLINGTON NORTH**

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

1. The Mayor and Clerk are authorized and directed to execute a Fire Protection Agreement in the form, or substantially the same form, as attached in Schedule 1.

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

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

FIRE PROTECTION AGREEMENT

This agreement made the ____th day of July, 2020.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

Hereinafter called "Wellington North"

-and-

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

Hereinafter called "Southgate"

Whereas Section 2 (6) of the *Fire Protection and Prevention Act*, Chapter 4, S.O. 1997, as amended authorizes a municipality to enter into fire services agreements with other municipalities to provide and/or receive fire protection services; and

Whereas Wellington North operates fire protection services and assets suitable to meet municipal responsibilities required by the Fire Protection and Prevention Act, through a department situated within the Township of Wellington North; and

Whereas Wellington North is prepared to make available fire protection services to Southgate and Southgate is agreeable and requests of Wellington North to provide fire protection services to the area of Southgate defined as *Fire Area in Schedule "A" attached hereto* and forming part of this agreement,

Now Therefore Be it Resolved That, in consideration of the mutual covenants and agreements herein contained, it is mutually agreed between the parties hereto, as follows;

1. In this Agreement, unless the context otherwise requires:
 - a. **"Designate"** means a person who in the absence of the fire chief has the same powers and authority as the fire chief.
 - b. **"Fire Area"** means the fire area(s) of Southgate as described in **Schedule "A" attached to and forming part of this** agreement.
 - c. **"Fire Chief"** means the Chief of the Fire Department (Wellington North).
 - d. **"Chief Fire Official"** means Chief Fire Official for Southgate.
 - e. **"Fire Department"** means the municipal department authorized to perform *Fire Protection Services*.
 - f. **"Fire Protection Services"** means and includes activities defined in the Fire Protection and Prevention Act, more particularly described as: Fire Suppression, Rescue and Emergency Services, Communications, modified medical tiered response as per the agreement of tiered response with appropriate Paramedic agencies, shown as **Schedule "B"** to this agreement. Public Fire Education shall be coordinated and

conducted by Southgate. Emergency Management situations or exercises as may be defined under the *Emergency Management and Civil Protection Act* shall fall under the direction of Southgate with required response coordinated and communicated with Wellington North. Fire Protection Services does not include request and demand of fire inspections or open air burning matters and/or any other issues or complaints regarding nuisance burning in the *fire area* covered by Wellington North. All of the services provided by Wellington North to the *Fire Area* **shall be shown in Schedule "B"** to this agreement.

- g. **"Investigation of Cause"** Means when an investigation is required, the Fire Chief will notify the Chief Fire Official for Southgate to attend the incident to conduct the investigation.

2. Responsibilities

- a. Wellington North will supply, except as hereinafter limited or exclude fire protection services to Southgate in the fire area as described in **Schedule "A" attached to and forming part of this agreement**
- b. Fire apparatus and personnel that will respond to occurrences in the fire area of Southgate will constitute sufficient apparatus and firefighters to accomplish the specific services identified in the agreement, subject to Section (e) hereunder, and subject also to roads being impassable by reason of snow, water, mud, etc. which would prevent fire apparatus and personal from reaching the incident.
- c. Should the fire chief, or designate, require assistance, or believe assistance may be required, by way of additional personnel, apparatus, or equipment, in addition to that provided by Section (b) above, at an occurrence in the fire area, such assistance shall be summoned under the provisions of the fire protection agreement between Southgate and Wellington North. Should the fire chief, or designate, require additional assistance, will required, by way of personnel, apparatus, or equipment, in addition to that provided by and Wellington North and Southgate, the fire chief may invoke the applicable provisions of the Grey County Mutual Aid Plan.
- d. Notwithstanding Section (c) above, the fire chief, or designate, may refuse to supply the described response to occurrences if such response personnel, apparatus or equipment are required in Wellington North or elsewhere, under the provisions of the County of Wellington Mutual Aid Plan. Similarly, the fire chief or designate may order the return of such apparatus, equipment, or personnel that is responding to or is at the scene of an incident in the fire area. In such cases the fire chief, or designate, may summon assistance in accordance with the provisions of the fire protection or mutual aid agreements referred to in Section (c) above.
- e. Any time Wellington North is dispatched to the scene of a structure fire, large brush fire or explosion in the fire area, Dundalk Fire Department will be dispatched to attend as a second Station response as part of an automatic aid agreement.
- f. Notwithstanding any other provisions herein, the municipality of Southgate shall be responsible for any extraordinary costs such as major equipment rental that is used at calls for service to the Municipality of Southgate in the Fire Protection Agreement Area.
- g. The Personnel of Wellington North shall at no time be considered agents or employees of the Southgate notwithstanding any provision of this agreement for any purpose.

- h. The Fire Chief or designate shall have full authority and control over Township of Southgate staff, apparatus and equipment supplied in which the fire department may be engaged in the fire protection agreement area of Southgate.
- i. The Fire Chief or designate shall report all incidents attended in the fire area on or before the final day of the following month. All burn by-law infractions will be reported to the Chief Fire Official for Southgate within seven (7) days of the infraction. All motor vehicle accidents or vehicle fires on Southgate roads will be reported to the Chief Fire Official on or before the final day of the following month and will include the OPP incident report number.
- j. Southgate agrees to provide a map of the fire area clearly indicating **the civic address of each intersection. See Schedule "A" attached to and forming part of this agreement.** Southgate agrees to identify all streets and roads in the fire area by having them marked at all intersections. Southgate agrees to identify all bridges in the fire area as to weight limits and advise of alternate routes for fire apparatus to travel. Bridges identified, as being unable to carry the weight of the **fire apparatus, shall be set out in Schedule "A" attached to and forming part of this agreement.** Any such bridges, so identified, will either limit or exclude fire protection services where the use of any of these bridges is required by fire apparatus. As well, Southgate will advise of any bridges on private property they are aware of that have weight restrictions and will hamper fire protections services.
- k. Southgate shall be responsible for establishing and notifying in the manner and to extent deemed necessary, residents and occupants of the fire area, of the procedures for reporting an emergency and for the services provided by the fire department.
- l. Southgate shall be fully responsible for all public education, inspections and enforcement requirements of the FPPA and shall take whatever action is appropriate and necessary to ensure Wellington North is not required to perform these duties unless requested for assistance and Wellington North is able to assist with an of the above events. Additionally, Wellington North shall notify Southgate of any investigations, infractions or issues that arise within the Fire Protection Agreement Area for Southgate to complete.

3. Reimbursement

- a. In consideration of the fire protection services undertaken by Wellington North in the Fire Protection Agreement Area of Southgate, **shall pay fees to Wellington North as set out in Schedule "C" attached hereto and forming part of this agreement.**

4. Arbitration

- a. So often as there may be any dispute between the parties to this agreement, or any of them, with respect to any matter contained in this agreement, including but not limited to the interpretation of this agreement, the same shall be submitted to arbitration under the provisions of the *Municipal Arbitrations Act*, R.S.O. 1990 c. M. 48 and the decision rendered in respect of such proceedings shall be final and binding upon the parties of the agreement. Both parties agree to split the cost of the arbitration process.

- b. If for any reason the said arbitration cannot be conducted pursuant to the provisions of the *Municipal Arbitrations Act*, then the parties hereto shall agree to the selection of a single arbitrator, and in the absence of such agreement, such arbitrator shall be appointed by the Judge of the Supreme Court of Ontario pursuant to the provisions of the *Arbitrations Act* S.O. 1991 c. 17, or pursuant to any successor legislation.

5. Duration of Agreement

- a. This agreement embodies the entire agreement of the parties with regard to the matters contained herein, and no other agreement shall be deemed to exist except as entered into writing by both parties to this agreement.
- b. This agreement shall be in force for a period of five (5) years, commencing on the 1st day of August, 2020 and concluding on the 31st day of July, 2025 and thereafter it shall be automatically renewed from year to year unless in any year either party gives notice to the other party, as set out in Section 5.c. hereto.
- c. This agreement may be terminated at any time by either party giving written notice to the other party not less than twelve (12) months prior to the desired termination date. In any case of termination prior to June 30, the fees specified in Section 3.a. will be applied on a yearly pro rata basis.
- d. The parties agree that this agreement may be amended at any time by the mutual consent of the parties, after the party desiring the amendment(s) gives the other party a minimum of thirty (30) days written notice of the proposed amendment(s).
- e. This agreement shall be governed by and be constructed solely in accordance with the laws of the Province of Ontario and the laws of Canada applicable hereto.

6. Currency

- a. All references to currency amounts in this agreement shall be references to Canadian dollars.

7. Validity

- a. If any part of this agreement is held or rendered invalid or illegal, the remainder of this agreement continues to apply.
- b. In the event that any covenant, provision or term of this agreement should at any time be held by any competent tribunal void or unenforceable, then the agreement shall not fail but the covenant, provision or term shall be deemed to be severable from the remainder of this agreement which shall remain in full force and effect once the necessary changes have been made.
- c. This agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.
- d. All of the provisions and covenants contained in this agreement shall survive the expiry or other termination of this agreement.

8. Liability and Indemnification

- a. Wellington North shall not be liable for any injury to Southgate or to any officers, employees, agents, residents, occupants or visitors of Southgate or the Fire Area, or for any damage to or loss of property of Southgate, or of any officers, employees, agents, residents, occupants or visitors of Southgate or the Fire Area, caused by or in any way related to the performance of this Agreement, including (without limitation) failing to provide Fire Services on any occasion to Southgate or for any decision made by the Fire Chief pursuant to section 2.e. of this Agreement.
- b. Southgate shall save harmless and fully indemnify Wellington North, its officers, employees and agents from and against all claims, liabilities and demands arising directly or indirectly from such injury, damage or loss as referred to in section 8.a. and such indemnification shall survive the termination of this Agreement.
- c. Sections 8.a. and 8.b. do not apply if the injury, damage or loss was caused by the omission or wrongful or negligent act of an officer or employee of Wellington North while acting within the scope of his or her employment.
- d. Southgate shall not be liable for any injury, damage or loss sustained by personnel, apparatus or equipment of Wellington North caused by or in any way related to the performance of this Agreement.
- e. Wellington North shall save harmless and fully indemnify Southgate, its officers, employees and agents from and against all claims, liabilities and demands arising directly or indirectly from such injury, damage or loss as referred to in section 8.a. and such indemnification shall survive the termination of this Agreement.
- f. Sections 8.d. and 8.e. do not apply if the injury, damage or loss was caused by the omission or wrongful or negligent act of an officer or employee of Southgate while acting within the scope of his or her employment.

9. Confidentiality and Protection of Privacy

- a. The parties acknowledge and agree that, in the performance of this Agreement, each may be required to have access to information that is confidential or proprietary in nature to **the other party ("Confidential Information")**. **Confidential Information will not include any information that:**
 - i. was in the public domain or was created or disclosed for the purpose of being in the public domain;
 - ii. was disclosed to a party by a third party, without breach of any duty of confidentiality;
 - iii. was approved in writing for disclosure, without restriction, by the disclosing party;
 - iv. is required to be disclosed by operation of law or regulation to which either party is subject, notice of such requirement of disclosure to first be provided to the party which owns the Confidential Information, wherever possible; or
 - v. was developed by either party independently, without a breach of any duty of confidence.
- b. Neither party shall disclose Confidential Information to anyone other than to a designated representative of the party who requires the Confidential Information to perform the Fire Protection Services described in this Agreement. Wherever possible, prior to releasing any

Confidential Information to the other, the disclosing party shall obtain from the designated representative of the other party an undertaking to comply with the obligations under this agreement pertaining to the protection of Confidential Information. Where required by the disclosing party, the other party shall provide written confirmation, satisfactory to the disclosing party, that such designated representatives have agreed to be bound by the terms of this Section 9.

- c. All Confidential Information disclosed by one party to the other party, **or to the other party's designated representatives, shall remain the** sole and exclusive property of the disclosing party, regardless of how the Confidential Information is represented, stored, produced or acquired.
- d. Upon completion of the Fire Services, the termination of this Agreement or at the request of either party, all Confidential Information of the disclosing party shall be promptly returned, or if requested and not prohibited by a legal requirement, destroyed, **including all copies, notes and summaries in the receiving party's** possession or in the possession of any of its designated persons. The receiving party shall then certify in writing to the disclosing party that all Confidential Information, including all copies or partial copies, have been returned or destroyed.
- e. Where Wellington North or Municipality of Southgate or any of their respective employees, officers or agents will have access to any personal information or personal health information in the possession of the other party, as those terms are defined in *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act*, when performing the Fire Services described herein, then Wellington North or Southgate, as the case may be, agrees to comply with, and have its employees, officers or agents comply with, any Protection of Personal Information and Personal Health Information rules, directions and requirements as the other party may impose from time to time, acting reasonably.

10. Workplace Health and Safety and Insurance Issues

- a. Wellington North agrees to provide sufficient insurance coverage for providing Fire Services for the *Fire Area* of Southgate. Wellington North shall provide Southgate with proof of such insurance coverage.
- b. Wellington North shall provide to Southgate, **proof of Worker's Safety** and Insurance Board (WSIB) coverage for the fire department's firefighters on a yearly basis for the duration of this agreement.

I n Witness Whereof the Corporation of the Township of Wellington North has hereunto affixed its corporate seal attested by the hands of its duly authorized officers.

Per: Andy Lennox, Mayor

Per: Karren Wallace, Clerk

We have authority to bind the Corporation

I n Witness Whereof the Corporation of the Township of Southgate has hereunto affixed its corporate seal attested by the hands of its duly authorized officers.

Per: John Woodbury, Mayor

Per: Lindsey Green, Acting Clerk

We have authority to bind the Corporation

SCHEDULE "A"

FIRE AREA

The following describes the fire area of the Township of Southgate for the purposes of the Fire Protection Services Agreement between Wellington North and Southgate:

Highway 89 from Civic addressing number 7100 to 8412;
 Southgate Road 04 from Civic addressing number 043492 to 045620;
 Southgate Road 08 from Civic addressing number 083000 to 084804;
 Grey County Road 14 from Hwy 89 Civic addressing number 031000 to 031412 and;
 Civic addressing number 085000 to 085417;
 Feairs Drive, Cedarville from Civic addressing number 100 to 150;
 Southgate Road 08 from Civic addressing number 085418 to 085624;
 Southgate Road 10 from Civic addressing number 103000 to 105643;
 Southgate SDR 03 from Civic addressing number 031414 to 031827;
 Southgate SDR 07 from Civic addressing number 071000 to 071625;
 Southgate SDR 11 from Civic addressing number 111000 to 111415;
 Southgate Road 12 from Civic addressing number 123000 to 124761;
 Southgate Road 14 from Civic addressing number 143000 to 144413;
 Southgate SDR 61 from Civic addressing number 611209 to 612207;
 Southgate SDR 57 from Civic addressing number 571000 to 572206;
 Southgate SDR 55 from Civic addressing number 551000 to 552414;
 Southgate SDR 49 from Civic addressing number 491000 to 492414;
 Southgate SDR 47 from Civic addressing number 471000 to 472415;
 Southgate SDR 41 from Civic addressing number 411000 to 412412;
 Sligo Road from Civic addressing number 311000 to 311180;
 London Road from Civic addressing number 150 to 250;
 Grey Road 109 from Civic addressing number 391000 to 392346;
 Orchardville side road from Civic addressing number 100 to 152;
 McFarlane Drive from Civic addressing number 100 to 200;
 Southgate SDR 33 from Civic addressing number 331512 to 331707;
 Southgate Road 06 from Civic addressing number 063251 to 063415;
 Church St. (Holstein) from Civic addressing number 100 to 125;
 Wellington St. (Holstein) from Civic addressing number 100 to 131;
 Petrie St. (Holstein) from Civic address numbering 100 to 125;
 Centre St. (Holstein) from Civic address numbering 100 to 121;
 Lane St. (Holstein) from Civic address numbering 100 to 110;
 Highway 6 from Civic addressing number 311153 to 312366;

SCHEDULE "B"

SERVICE DELIVERY EXPECTATIONS

Wellington North will provide to the *Fire Area*:

- a. Full Interior Fire Suppression including search and rescue.
- b. Rescue and Emergency Services including but not limited to responses to Motor Vehicle Collisions, Industrial/Farming Accidents.
- c. The above will not include Trench Rescue, Confined Space Rescue or Water Rescue as Wellington North Fire does not offer these services.
- d. Communications.
- e. Hazardous Materials Response to the Awareness Level only.
- f. Medical Tiered Response, as per the current tiered response agreements with Guelph Wellington Paramedic Services and/or Grey County Ambulance.
- g. All other responses that come into Fire Dispatch including alarm activations, illegal burns and others.

Southgate will provide to the Fire Area:

- a. Emergency Management situations or exercises as may be defined under the *Emergency Management and Civil protection Act*.
- b. Open Air Burning Public Communication, Matters related the Open Air Burn Bylaw, Burn Bans and Approvals.
- c. Issues or Complaints regarding Nuisance Burning.
- d. Routine Fire Inspections.
- e. Enforcement of any other By-laws applicable to Southgate residents.
- f. An investigator for any fire that is deemed to require an investigation prior to an investigator from the Office of the Fire Marshal and Emergency Management arriving if required.
- g. Wellington North Fire Services shall make every effort to notify the Southgate Chief Fire Official, or designate, as soon as practically possible, in the event that a fire occurs in the designated response area.
- h. Public Education material and sessions.
- i. Complaint Fire inspections occurring in the fire area will be conducted by the Southgate Chief Fire Official with assistance if required from the Wellington North Fire Services.

SCHEDULE “C”

SCHEDULE OF YEARLY FEES

2020 Fee For Service	\$21,666.67(Pro-rated August to December 5/12)
2021 Fee For Service	\$52,000.00+ COLA
2022 Fee For Service	2021 Fee + COLA
2023 Fee For Service	2022 Fee + COLA
2024 Fee For Service	2023 Fee + COLA
2025 Fee For Service	2024 Fee + COLA(Pro-rated January to July 7/12)

Fees will increase each year with the June Canadian Cost of Living Adjustment.
CPI index - Consumer Price Index, monthly, not seasonally adjusted (Ontario, All items) (Table 18-10-0004-01) – 12 month change from June-June

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

BY-LAW NUMBER 057-20

**BEING A BY-LAW TO AMEND BY-LAW 011-19 BEING A BY-LAW
TO PROVIDE FOR ACTUAL COST TO PROVIDE FOR A DRAINAGE
WORKS IN THE TOWNSHIP OF WELLINGTON NORTH IN THE
COUNTY OF WELLINGTON, KNOWN AS DRAIN 48 CORMACK**

NOW THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows:

THAT By-law 011-19 be amended by adding \$2,216.33 to the actual cost of the drain as outlined in Appendix "A" attached hereto and forming part of this By-law.

AND FURTHER THAT this By-law shall come into force and take effect upon the final passage hereof.

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

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

March 14, 2019

**Schedule of Assessment
CORMACK DRAIN REPAIR 2019
Township of Wellington North**

Page 1
File No. 16-305

Con	Lot	Roll No.	2017 Owner	Estimated Value	Gross Repair Cost	1/3 Grant	NET REPAIR ASSESSMENT
<i>Geographic Township of Arthur</i>							
12	Pt S½ 6	009-11185	D. & H. Ward	0	0.00	0.00	0.00
12	Pt S½ 6	009-11190	M. & J. Brubacher	0	0.00	0.00	0.00
12	Pt S½ 6	009-11195	B. & J. Crawford	0	0.00	0.00	0.00
12	N½ 6	009-11200	P. Oakes	0	0.00	0.00	0.00
11	N½ 5	009-11300	N. & S. Brouwer	26	8.73	0.00	8.73
11	Pt S½ 5	009-11400	R. & N. Hawkrigg	11	3.69	0.00	3.69
11	Pt S½ 5	009-11500	D. & G. Cormack	140	47.01	0.00	47.01
Total Assessments on Lands:				177	59.43	0.00	59.43
Sally Street Township of Wellington North				811	2,152.87	0.00	2,152.87
Sideroad 3 West Township of Wellington North				12	4.03	0.00	4.03
Total Assessments on Roads:				823	2,156.90	0.00	2,156.90
TOTAL ASSESSMENTS ON CORMACK DRAIN:				1,000	2,216.33	0.00	2,216.33

Note: Roll numbers are per the Municipality's last revised assessment roll, names included for convenience.

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

BY-LAW NUMBER 058-20

**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 JULY
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 July 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 JULY, 2020.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK