

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – SEPTEMBER 28, 2020 AT 7:00 P.M.
CLOSED SESSION TO FOLLOW OPEN SESSION
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/83487996678>

Or join by phone:

Canada: +1 855 703 8985 (Toll Free)

Webinar ID: 834 8799 6678

International numbers available: <https://us02web.zoom.us/j/kz2ExEbfQ>

	PAGE NUMBER
CALLING TO ORDER	
ADOPTION OF THE AGENDA	
Recommendation: <i>THAT the Agenda for the September 28, 2020 Regular Meeting of Council be accepted and passed.</i>	
DISCLOSURE OF PECUNIARY INTEREST	
PRESENTATIONS	
1. The People and Information Network (pin) <ul style="list-style-type: none">• Volunteer Engagement	001
ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING	
1. Regular Meeting of Council, September 14, 2020	021
Recommendation: <i>THAT the minutes of the Regular Meeting of Council held on September 14, 2020 be adopted as circulated.</i>	
BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL	
ITEMS FOR CONSIDERATION	
1. MINUTES	
a. Safe Communities Wellington County Leadership Table Meeting, June 17, 2020	028
Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Safe Communities Wellington County Leadership Table Meeting held on June 17, 2020.</i>	

- b. Arthur Chamber of Commerce Directors Meeting, September 9, 2020 031

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce Directors Meeting held on September 9, 2020.

2. PLANNING

- a. Report DC 2020-027, Kings Court Apartments Inc., Site Plan Agreement, 187 King Street East, Mount Forest 035

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2020-027 being a report on Kings Court Apartments Inc., Draft Site Plan Agreement – 187 King Street East, Mount Forest;

AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the By-law to enter into a Site Plan Agreement with Kings Court Apartments Inc.

3. ECONOMIC DEVELOPMENT

- a. Report EDO 2020-023 Community Improvement Program 038

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2020-023 Community Improvement Program;

AND FURTHER THAT Council approve grants as follows:

- *\$2,500.00 Façade Improvement Grant to support improvements to the exterior façade at 222 George Street in Arthur.*
- *Up to \$2,500.00 Façade Improvement Grant for new signage at 7999 Wellington Road 109, Unit 2 in Arthur, new home to Futuristic Fitness.*

4. FINANCE

- a. Cheque Distribution Report, September 21, 2020 042

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated September 21, 2020

- b. Administration, Finance and Human Resources Committee Report from Ken DeHart, County Treasurer, dated September 15, 2020 044

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Administration, Finance and Human Resources Committee Report from Ken DeHart, County Treasurer, dated September 15, 2020.

5. ADMINISTRATION

- a. Report HR 2020-002 Working From Home Policy 048

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report HR 2020-002 being a report on staff working from home;

AND FURTHER THAT Council endorse the Working from Home Policy.

6. COUNCIL

- a. Press Release, dated September 21, 2020, The North Wellington partnership Township of Mapleton, Wellington North and the Minto Chamber of Commerce, receives \$26,695 Digital Main Street Grant to help main street businesses use digital tools more effectively 064

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Press Release, dated September 21, 2020, The North Wellington partnership Township of Mapleton, Wellington North and the Minto Chamber of Commerce, receives \$26,695 Digital Main Street Grant to help main street businesses use digital tools more effectively.

- b. Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region DWSP Newsletter, Issue #11 – September, 2020 067

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region DWSP Newsletter, Issue #11 – September, 2020.

- c. Guelph Wellington Crime Stoppers Newsletter, The Informant, Fall 2020, 3rd Quarter 071

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Guelph Wellington Crime Stoppers Newsletter, The Informant, Fall 2020, 3rd Quarter.

- d. Safe Communities Wellington County, Press Release, dated October 1, 2020, #take10Wellington and Celebrate a safer Wellington County! 073

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Safe Communities Wellington County, Press Release, dated October 1, 2020, #take10Wellington and Celebrate a safer Wellington County

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 September 28, 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 078-20 being a Provisional Drain By-law to provide for the repair of the Vox Drainage Works | 075 |
|--|-----|

Recommendation:

THAT By-law Number 078-20 being a Provisional Drain By-law to provide for the repair of the Vos Drainage Works be read a First, Second time and provisionally enacted.

- | | |
|---|-----|
| b. By-law Number 079-20 being a by-law to amend By-law Number 060-15, being a by-law to prescribe speed limits for various highways under the jurisdiction of The Corporation of the Township of Wellington North | 078 |
| c. By-law Number 080-20 being a by-law to authorize a Site Plan Agreement with King's Court Apartments Inc. | 079 |
| d. By-law Number 081-20 being a by-law to amend By-law 053-07 being a by-law to appoint a Livestock Valuator | 087 |
| e. By-law Number 082-20 being a by-law to amend By-law 99-10 being a by-law to appoint Fence Viewers and fix their remuneration | 088 |
| f. By-law Number 083-20 being a by-law to appoint a Poundkeeper for the Township of Wellington North and to establish the duties of the Poundkeeper and repeal By-law 068-16 | 089 |

Recommendation:

THAT By-law Number 079-20, 080-20, 081-20, 082-20 and 083-20 be read a First, Second and Third time and enacted.

CLOSED MEETING SESSION

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

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

Recommendation:

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

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

1. REPORTS

- a. Report EDO 2020-022 Wellington North Industrial Land
- b. Report CAO 2020-007 We the North Fire Service – Status Update 1

2. REVIEW OF CLOSED SESSION MINUTES

- a. August 24, 2020

3. RISE AND REPORT FROM CLOSED MEETING SESSION

Recommendation:

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

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2020-022 Wellington North Industrial Land

AND FURTHER THAT Council approve the confidential direction given in closed session.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2020-007 We the North Fire Service – Status Update 1

AND FURTHER THAT Council approve the confidential direction given in closed session.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the August 24, 2020 Council Meeting

CONFIRMING BY-LAW

090

Recommendation:

THAT By-law Number 084-20 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 September 28, 2020 be read a First, Second and Third time and enacted.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of September 28, 2020 be adjourned at __: p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Recreation, Parks and Leisure Committee	Tuesday, October 6, 2020	8:30 a.m.
Regular Council Meeting – via video conference	Tuesday, October 13, 2020	7:00 p.m.
Arthur Chamber of Commerce Directors Meeting	Wednesday, October 14, 2020	5:30 p.m.
Cultural Roundtable	Thursday, October 15, 2020	12:00 p.m.
Arthur BIA Directors Meeting	Wednesday, October 21, 2020	7:30 p.m.
Live2Lead Broadcast	Thursday, October 22, 2020	5:30 p.m. to 8:30 p.m.
Regular Council Meeting – via video conference	Monday, October 26, 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

Volunteer

Engagement



Survey and Focus Groups



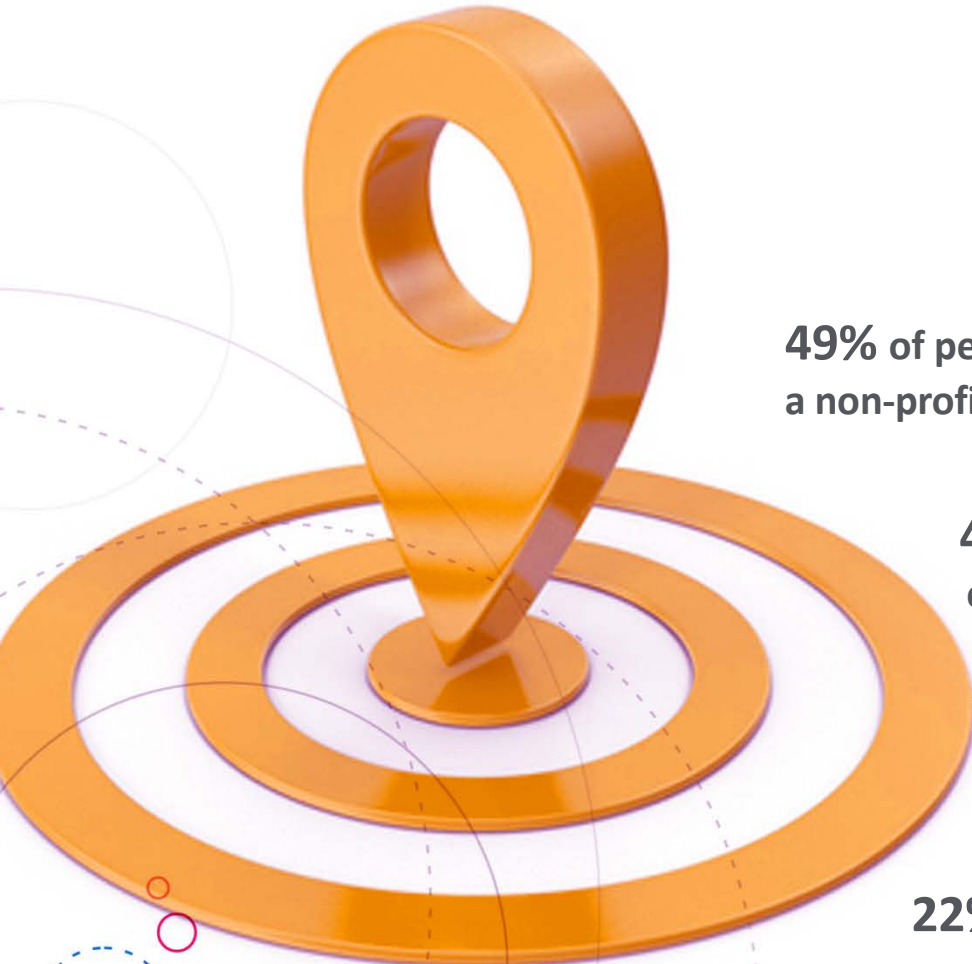
Survey Results

**134 individuals confirmed they volunteered
and/or
worked in Wellington North.**

**86% of survey respondents considered themselves
a volunteer
in Wellington North in the past 12 months.**



Where do people volunteer?



49% of people volunteer with a social service organization, a non-profit agency or a charity.

43% of people volunteer with sports or other community organizations

26% of people volunteer with their church

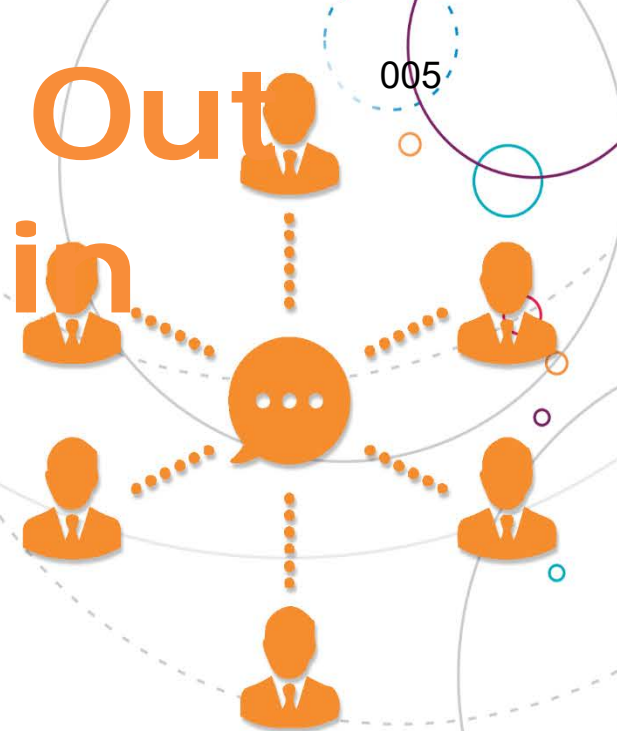
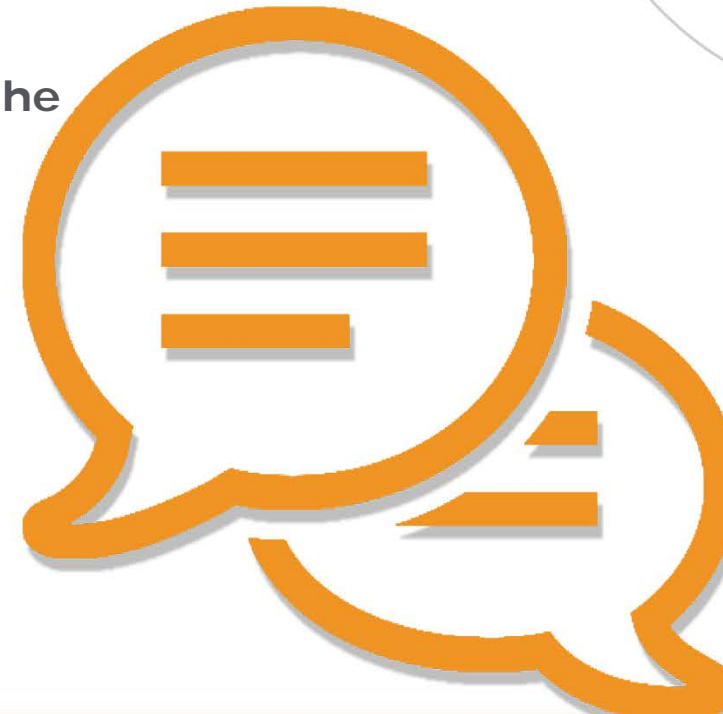
22% of people volunteer with a service club

How do People Find Out About Volunteering in Wellington North?

79% of survey respondents found out about volunteering through Word of Mouth

35% found out about volunteering through a Community Group i.e. school, library or church

13% of people found out about volunteering through the Internet or Online



Why People Volunteer in Wellington North?

The background of the slide is white with an orange border. It features several decorative elements: overlapping circles in various colors (orange, purple, teal, pink) and dashed lines. In the bottom right corner, there are several large, stylized orange question marks of varying sizes. In the top right corner, there is a small number '006' inside a dashed blue circle.

86% of respondents volunteer to make a contribution to their community

53% of respondents volunteer in Wellington North is so that they can use their skills and experience

36% of respondents volunteer to network or meet people

Why People Don't Volunteer in Wellington North?

The number one reason that people do not volunteer is because they 'don't have enough time'

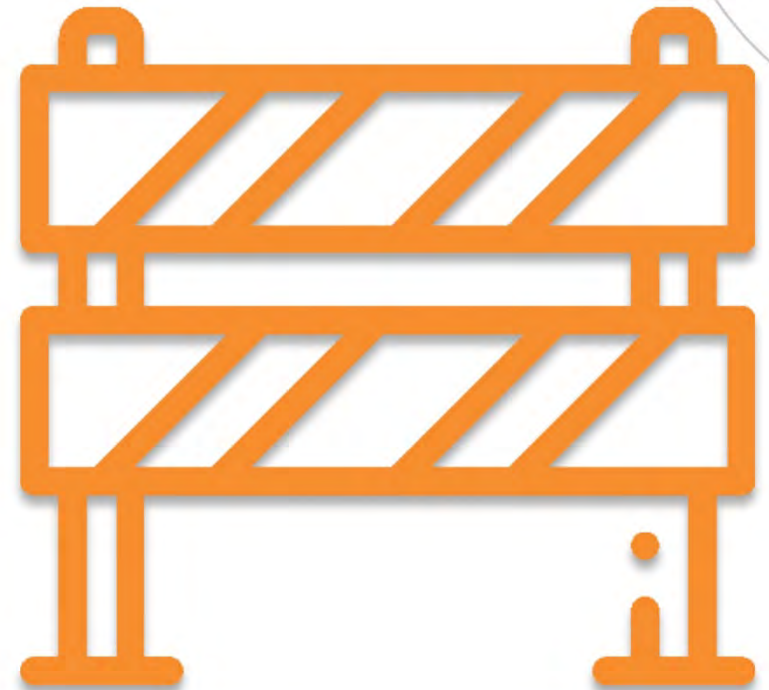
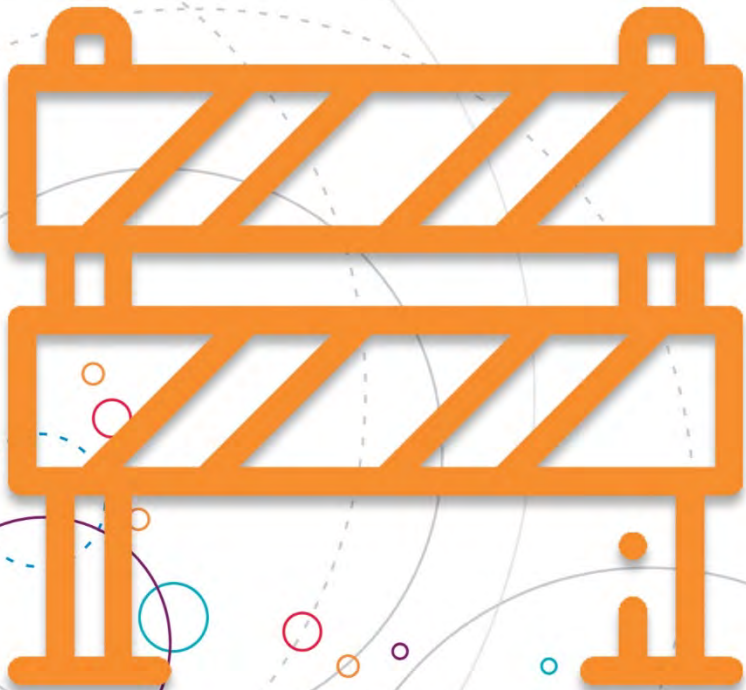
The next most popular reasons for NOT volunteering include; not knowing how to become involved, couldn't make a long-term commitment, because they give instead of volunteer or because no one asked them.



Barriers to Volunteering in Wellington North

Not Welcome

The number one barrier recognized was the unwelcoming nature of some groups or organizations, especially for newcomers to the community and/or folks with new ideas.

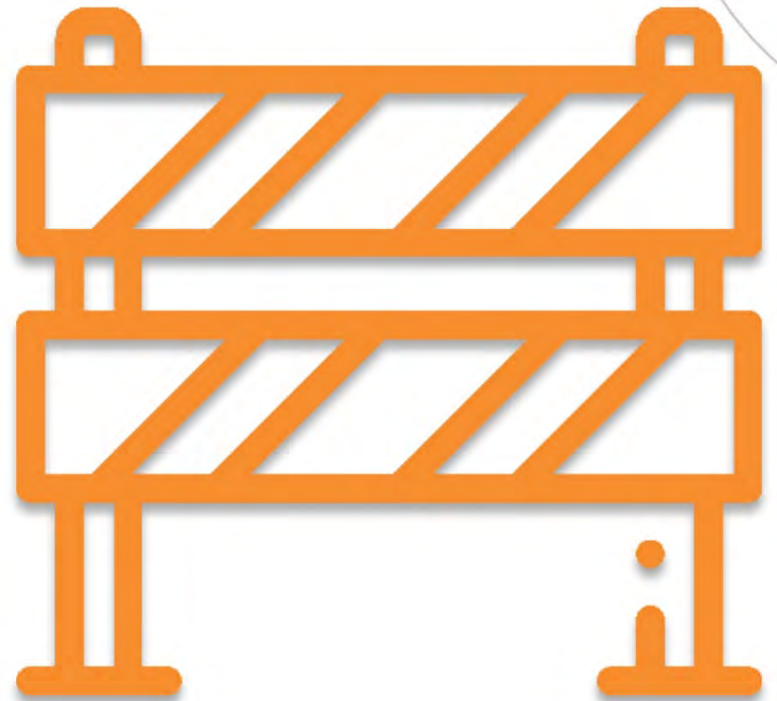
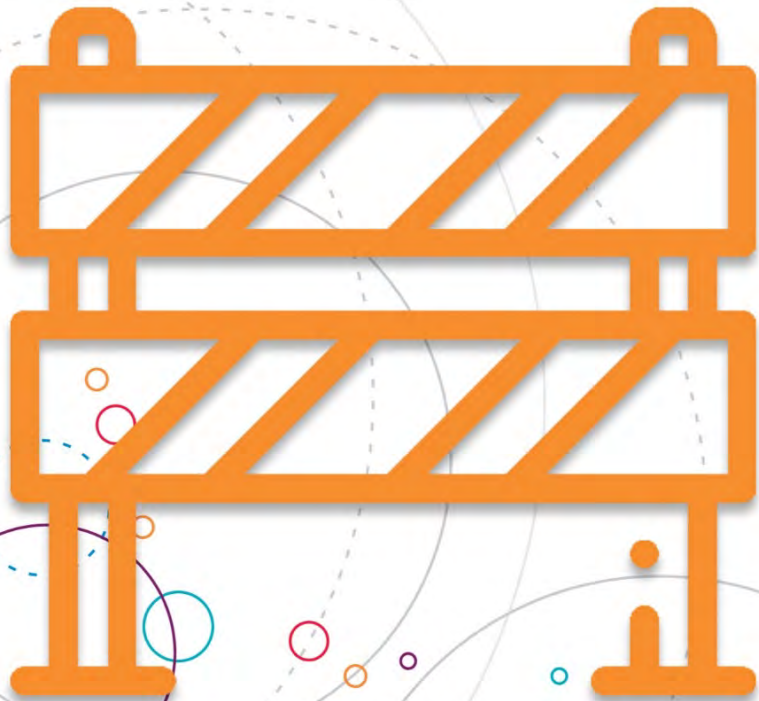


Barriers to Volunteering in Wellington North

No Time

Time was also a significant barrier,
both the quantity of time required and the timing of volunteering

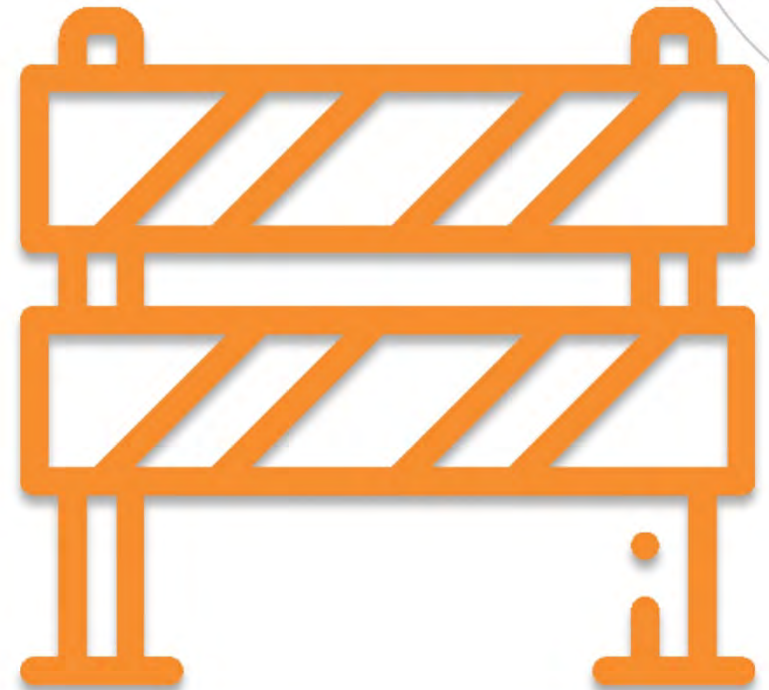
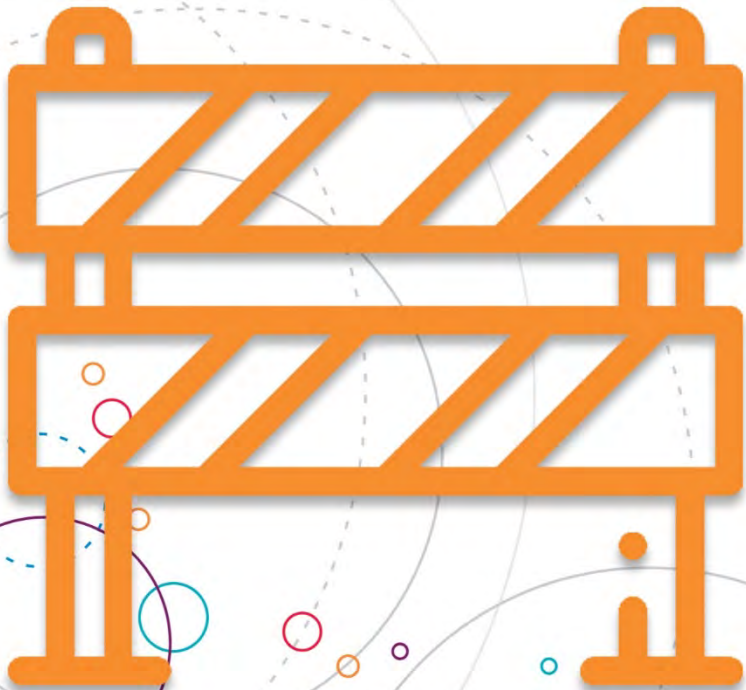
Many referenced the challenge of managing expectations with work and family



Barriers to Volunteering in Wellington North

Money

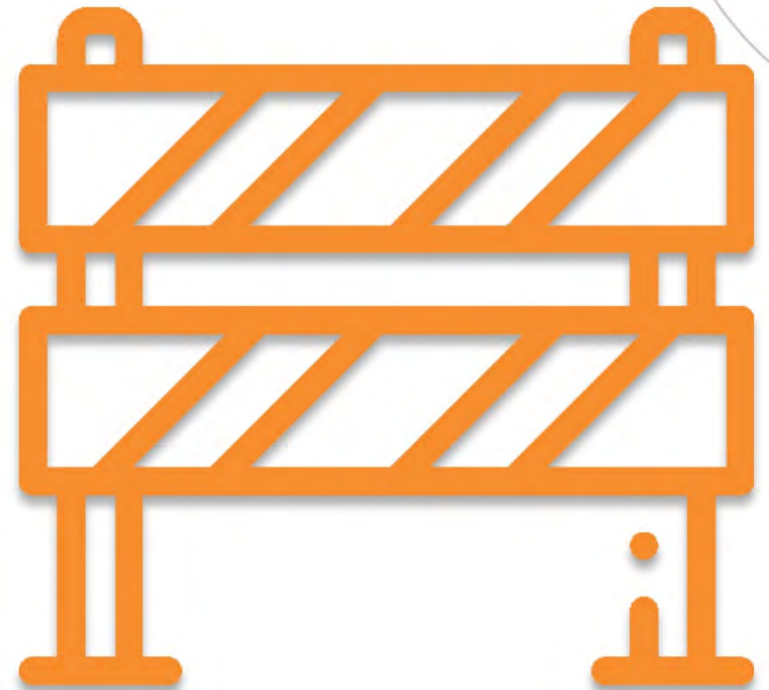
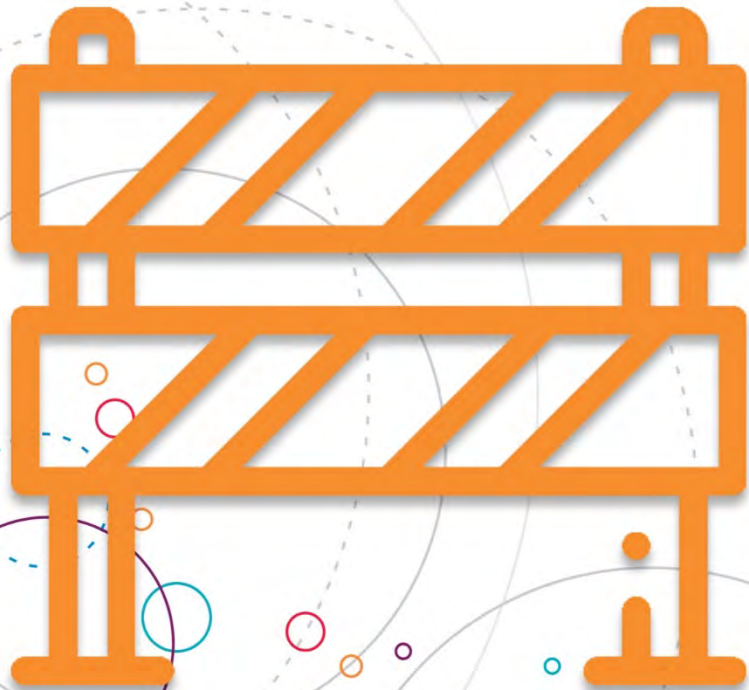
Money was another reason a few people mentioned was a barrier to being able to volunteer



Barriers to Volunteering in Wellington North

Don't Know How to Become Involved

There were also several respondents that indicated they would volunteer more but they just don't know where or how



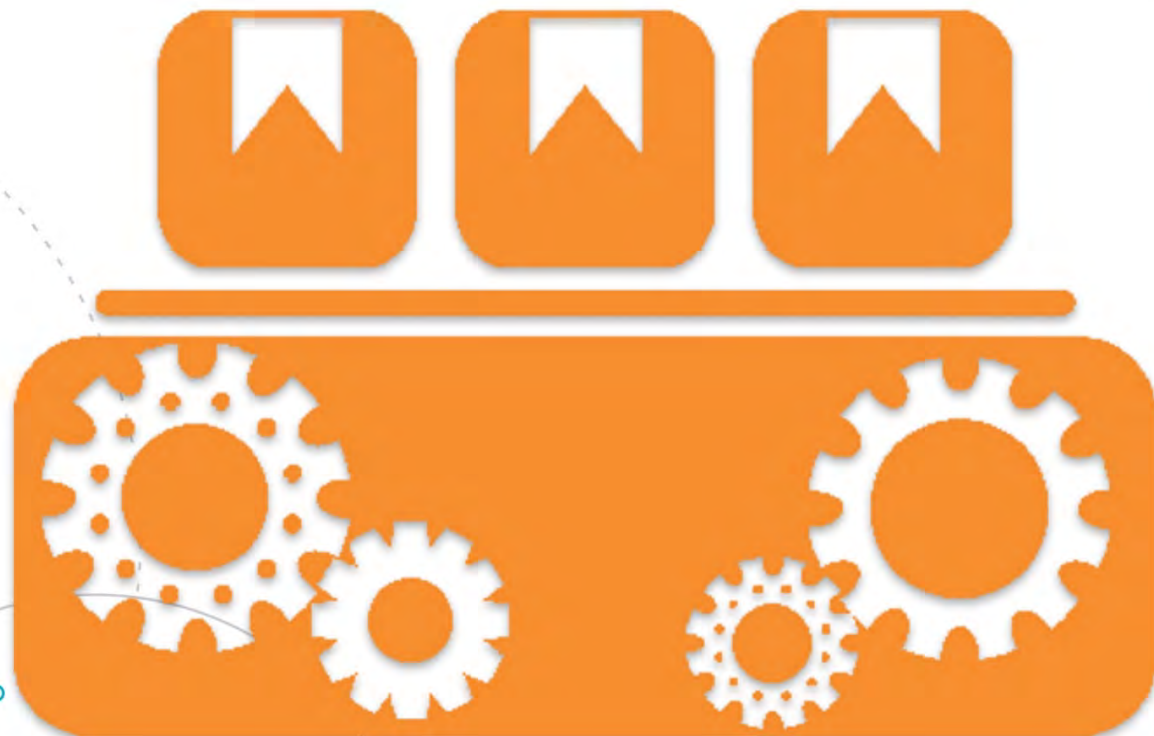
Ways to Facilitate Volunteerism

1. **Host an Annual Event** that brings all volunteers together for a free or low-cost event.
2. **Annual Awards Program**
3. **Training Opportunities** especially around leadership and managing volunteer groups.

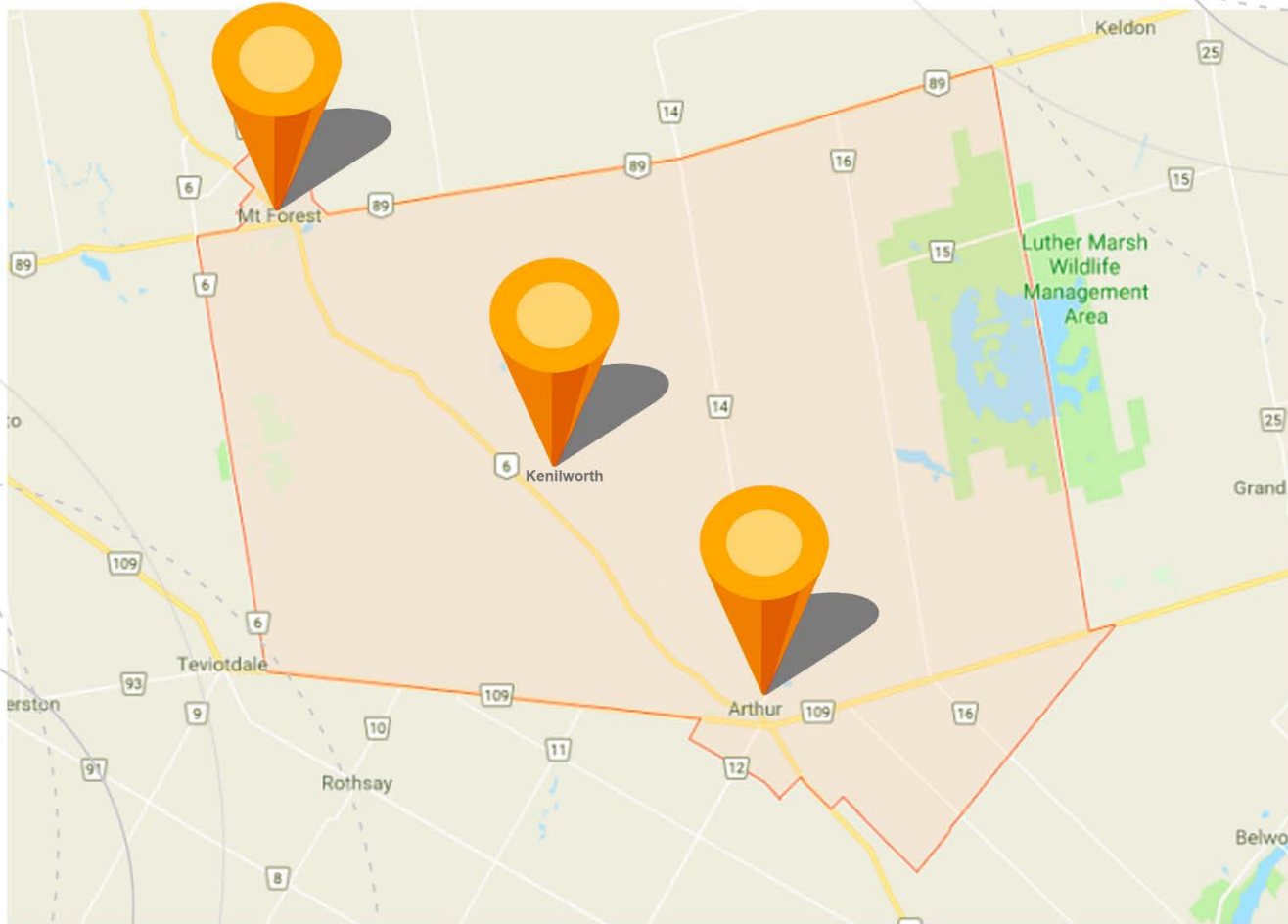


Awareness / Coordination of Volunteer Needs

Centralized repository listing
organizations that work with volunteers,
volunteer opportunities and training tools
and resources for both volunteers and
leaders



The Township of Wellington North Volunteer Focus Groups



Recruitment

A more organized approach to recruitment would attract more people to volunteer representing a greater diversity (age and culture) of citizens.



Engagement and Retention

Offering volunteer support, networking and training would
increase
involvement of community members and
result in stronger and more dedicated
volunteers



Recognition

Hosting events and offering awards help volunteers to feel appreciated and valued.

017



Community Impact

Volunteers to support the growth and development of groups, organizations and projects that benefit and add value to the community



Next Steps

**Presentation to Council
and
Community Dialogue**



Questions



**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – SEPTEMBER 14, 2020 AT 7:00 P.M.
VIA WEB CONFERENCING - <https://www.youtube.com/watch?v=T5HQdDWngHE>**

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
Development Clerk: Tammy Pringle
Director of Operations: Matthew Aston
Community Recreation Coordinator: Mandy Jones

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2020-265

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Agenda and the Supplementary Agenda for the September 14, 2020 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

COUNTY COUNCIL UPDATE

Steve O'Neill, County of Wellington Councillor, Ward 4

County Councillor O'Neill provided the following updates:

- Wellington Road 14, Arthur to Gordonville has been repaved. Guard rails and shoulders are being worked on. Completion is scheduled for the fall. The project came in under budget so paving was extended from Sideroad 9 East to Gordonville.
- Police Services have authorized the purchase of seven Black Cat Radar Detection devices, replacing the Speed Spies currently being used. The Black Cat units monitor traffic moving in both directions. They do not issue tickets. Data collected from the units will help prioritize where more enforcement is needed. The units are approximately \$4,000.00 each. Speeding is an ongoing issue throughout the County.
- The four townhouse affordable housing units on King Street are scheduled for completion at the end of October. Tenants will be moving in immediately upon the completion.

- Ridewell has seen its numbers increasing since ridership plummeted in March due to Covid-19.
- The Guelph – Owen Sound bus service has begun its operation. Mount Forest to Guelph is \$10.00. Arthur to Guelph is \$5.00. it's is very economical to use; but is not door to door.
- Solid Waste Services Committee is recommending to County Council that tipping fees be waived for bagged leaf and yard waste taken to the landfill or transfer stations for composting. Leaf and yard waste will be picked up in Urban areas in October and November this year. It must be bagged. Stacks of brush will not be picked up. Pick up in 2021 will be scheduled for once a month April to November. The new schedule for weekly blue bin and green bin pickup and bi-weekly garbage pick up began in July. Rural residents now have pick up on both sides of the road. Wellington North Council's resolution was reviewed at the Committee meeting.
- The Wellington Road 109 bridge work east of Arthur with four bridges that are going to be studied in regard to environmental assessment. Mayor Lennox commented that road closures and detour options will be reviewed.

PRESENTATIONS

1. Linda Dickson, Emergency Manager/CEMC and Hurania Melgar, Emergency Manager/CEMC
 - Report EM2020-001 – New Emergency Plan Report

Linda Dickson, Emergency Manager/CEMC, reviewed Report EM2020-01 – New Emergency Response Plan Report. The current plan was approved by the County and Member Municipalities in 2010. The main update to the Plan in 2010 was the combination of eight Municipal Emergency Responses Plan into one. Since 2010 there have been four amendments to the Plan; but no major review and update. Given the number of municipal responses to emergencies over the past several years, it is important to include or reinforce best practices to these responses into the Plan. Ms. Dickson reviewed the changes being proposed in the 2020 Emergency Response Plan.

Hurania Melgar, Emergency Manager/CEMC, was introduced to Council.

Council thanked Linda for her service and congratulated her on her retirement.

RESOLUTION: 2020-266

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT Council of the Corporation of the Township of Wellington North receives the Emergency Manager's Report EM2020-001 regarding the New Emergency Response Plan;

AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the by-law adopting the 2020 Emergency Response Plan for the Township of Wellington North, County of Wellington and Member Municipalities.

CARRIED

2. Don Irvine, Senior Operations Manager, Ontario Clean Water Agency (OCWA)
 - Mount Forest Wastewater Treatment System, Annual Report, for the period January 1, 2019 – December 31, 2019
 - Arthur Wastewater Treatment Plan, Annual Report, for the period May 1, 2019 – April 30, 2020

Mr. Irvine reviewed the reports for the Wastewater Treatment Plants, the five parameters analyzed and work orders.

RESOLUTION: 2020-267

Moved: Councillor Hern

Seconded: Councillor Yake

THAT Council of the Corporation of the Township of Wellington North receive the Ontario Clean Water Agency Annual Reports for the Mount Forest Wastewater Treatment System for the period January 1, 2019 – December 31, 2019 and the Arthur Wastewater Treatment Plan for the period May 1, 2019 – April 30, 2020.

CARRIED

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, August 24, 2020

RESOLUTION: 2020-268

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council held on August 24, 2020 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

No business arising from previous meetings.

COUNCIL OPEN FORUM

No open forum topic was presented for discussion.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

2a, 3b, 4b, 6a, 7a, 8b

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2020-269

Moved: Councillor Yake

Seconded: Councillor Hern

THAT all items listed under Items for Consideration on the September 14, 2020 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

THAT Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation, Parks and Leisure Committee meeting held on September 1, 2020.

THAT Council of the Corporation of the Township of Wellington North approve the proposed locations for memorial trees as recommended by the Recreation, Parks and Leisure Committee.

THAT Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest District Chamber of Commerce meeting held on August 11, 2020.

THAT Council of the Corporation of the Township of Wellington North receive the Summary of the General Membership Meeting held on August 28, 2020.

THAT Council of the Corporation of the Township of Wellington North receive Report DC 2020-024 being a report on Consent Application (Lot Line Adjustment) B55-20 known as Part Lot 3, Concession 10, in the former Township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B55-20 as presented with the following conditions:

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

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

THAT Council of the Corporation of the Township of Wellington North receive Report DC Report 2020-025 being a report on Consent Application (Lot Line Adjustment) B56-20 known as Part Lot 3, Concession 10, in the former Township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B56-20 as presented with the following conditions:

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

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

THAT Council of the Corporation of the Township of Wellington North receive Report DC 2020-026 regarding the final approval of the Waste Management of Canada Corporation Site Plan Agreement.

THAT Council of the Corporation of the Township of Wellington North receive Report CBO 2020-10 being a report on the recommended purchase of a Propane Generator Set – T&T Unit for the Municipal Office and Kenilworth Works Shop;

AND FURTHER THAT Council authorize staff to proceed with a Negotiated Process whereas a Competitive Process as specified in the Purchasing and Procurement Policy would be typically applied;

AND FURTHER THAT Council authorize the purchase and installation of the GNX-50-1 50kWe 120/240VAC Standby Propane Genset from T & T Power Group for a cost of \$46,446.54 plus HST.

THAT Council of the Corporation of the Township of Wellington North receive Report CBO 2020-12 being the Building Permit Review for the period ending August 31st, 2020.

THAT Council of the Corporation of the Township of Wellington North receive for information report EDO 2020-020 being a report on the Wellington North Electronic Vehicle Charging Stations.

THAT Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated September 9, 2020.

THAT Council of the Corporation of the Township of Wellington North receive for information Report CLK 2020-018 being a report on Bill 156, Security from Trespass and Protecting Food Safety Act.

THAT Council of the Corporation of the Township of Wellington North receive correspondence, dated August 25, 2020, from Don Nickell, 504 Durham Street East, Mount Forest regarding London Road, Mount Forest Concerns.

THAT Council of the Corporation of the Township of Wellington North receive the request from Heather Aitken to declare the week of September 13th – 19th, 2020 as "MITOCHONDRIAL DISEASE AWARENESS WEEK".

WHEREAS Approximately 9000 Canadians have definitive mitochondrial disease; and WHEREAS MitoCanada Foundation strives to find a cure for mitochondrial disease through research; and

WHEREAS There will be running, and walking, and other events in honour of those who have mitochondrial diseases and can't run or walk; and

WHEREAS Mitochondrial disease awareness will be achieved and more people can be educated on a disease that affects many Canadians all over the world.

NOW, THEREFORE the Council of the Corporation of the Township of Wellington North hereby proclaims the week of September 13th - September 19th, 2020 as "MITOCHONDRIAL DISEASE AWARENESS WEEK"

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2020-270

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT Council of the Corporation of the Township of Wellington North receive Report DC 2020-023 being a report on development updates in the Township of Wellington North.

CARRIED

RESOLUTION: 2020-271

Moved: Councillor Hern

Seconded: Councillor Yake

THAT Council of the Corporation of the Township of Wellington North receive Report CBO 2020-11 being a report on a Post Subdivision Approval Drainage Inspection Policy;

AND FURTHER THAT Council adopt Policy No. 006-20 being a Post Subdivision Approval Drainage Inspection Policy.

CARRIED

RESOLUTION: 2020-272

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT Council of the Corporation of the Township of Wellington North receive for information Report EDO 2020-021 being an update on the Wellington North Shop Local Program and specifically the Sidewalk Saturday Celebrations.

CARRIED

RESOLUTION: 2020-273

Moved: Councillor Yake

Seconded: Councillor Hern

THAT Council of the Corporation of the Township of Wellington North receive Report PW 2020-026 being a report on the Township's speed limit by-law;

AND FURTHER THAT Council direct staff to take the necessary actions to reduce the speed limit on Sideroad 3 West from Sally Street to Wellington Road 6 from 80km/hr to 60km/hr speed limit;

AND FURTHER THAT Council authorizes the Mayor and Clerk to sign a by-law to amend by-law 060-15 to reduce the speed limit on Sideroad 3 West from Sally Street to Wellington Road 6 from 80km/hr to 60km/hr.

CARRIED

RESOLUTION: 2020-274

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT Council of the Corporation of the Township of Wellington North receive for information Report CLK 2020-017 being a report on an amended Council meeting schedule for 2020 and setting Council meeting dates and times for 2021.

AND FURTHER THAT Council adopts the amended Council meeting schedule for 2020 Meeting Schedule.

AND FURTHER THAT Council adopts Council meeting schedule for 2021.

CARRIED

RESOLUTION: 2020-275

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT Council of the Corporation of the Township of Wellington North receive the County of Wellington, Notice of Study Commencement, Wellington Road 109 Bridges from Highway 6 to Sideroad 7, Township of Wellington North, Schedule C Municipal Class Environmental Assessment.

CARRIED

NOTICE OF MOTION

No notice of motion tabled

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Hern (Ward 3):

- The Arthur Chamber of Commerce will not be holding an AGM Dinner this year. They are seeking nominations for the Arthur Chamber Community Awards. Businesses appreciated the shop local events.
- Meetings for the upcoming week include the Mount Forest Chamber of Commerce, Arthur BIA and Cultural Roundtable.

Councillor McCabe (Ward 4):

- The Arthur Lions Club will be offering a takeout BBQ chicken fundraising dinner on October 25.

BY-LAWS
a. By-law Number 073-20 being a by-law to authorize the execution of Connecting Links Program Contribution Agreement with Her Majesty The Queen In Right Of Ontario (as represented by the Minister of Transportation) and The Corporation of the Township of Wellington North for George/Smith Street, Arthur
b. By-law Number 074-20 being a by-law to appoint a Community Emergency Management Coordinator and Alternate(s) Community Emergency Management Coordinator for The Corporation of the Township of Wellington North and repeal By-law 105-19 and By-law 045-20
c. By-law Number 075-20 being a by-law to provide for the approval of a Municipal Emergency Response Plan and to repeal By-laws No. 37-10, 39-12, 50-12, 71-14, 088-16 and 094-17
d. By-law Number 076-20 being a by-law to authorize a Boundary Road Agreement between The Corporation of the Township of Wellington North and the Town of Grand Valley
RESOLUTION: 2020-276 Moved: Councillor Yake Seconded: Councillor Hern <i>THAT By-law Number 073-20, 074-20, 075-20 and 076-20 be read a First, Second and Third time and enacted.</i> CARRIED
CONFIRMING BY-LAW
RESOLUTION: 2020-277 Moved: Councillor Burke Seconded: Councillor McCabe <i>THAT By-law Number 077-20 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 September 14, 2020 be read a First, Second and Third time and enacted.</i> CARRIED
ADJOURNMENT
RESOLUTION: 2020-278 Moved: Councillor Hern Seconded: Councillor Yake <i>THAT the Regular Council meeting of September 14, 2020 be adjourned at 8 :49 p.m.</i> CARRIED

CLERK

MAYOR

Safe Communities Wellington County Leadership Table Meeting

Skype Business Call

9:30 a.m. , June 17, 2020

In Attendance

Pasquale Costanzo, County of Wellington, Roads
Gregg Davidson, Wellington County Councillor
Angelle Eybel, Chair, Minto Safe Communities
Stephen Thomas, Ontario Provincial Police, Wellington County
Stephen Dewar, Guelph Wellington Paramedic Service
Amy Estill, Wellington Dufferin Guelph Public Health
Katie Junken, Wellington Dufferin Guelph Public Health
Blaine Burman, County of Wellington
Heather Lawson, County of Wellington EM
Sarah Bowers-Peter, Crimestoppers Guelph Wellington
Don Senek, Minto Safe Communities
Helen Edwards, Seniors Centre for Excellence
Sara Bailey, Puslinch Council
Joanne Ross-Zuj, Police Services Board
Karen Armstrong, Rural Wellington
Kristen Drexler, Big Brothers and Big Sisters of Centre Wellington
Manny Baron, Township of Mapleton
Quinn Foerter, Town of Minto
Harry Niemi, Guelph/Eramosa Township

Call to Order – Co-Chair Angelle Eybel called the meeting to order at 9:35 am.

1. Approval of Minutes – May 20, 2020 - It was Moved by Heather Lawson, Seconded by Stephen Thomas that the minutes of the meeting held May 20, 2020 be approved. **CARRIED**

2. Business Arising

I. Safe Communities Day – October 1, 2020

- (1) Safe Communities Day is going virtual for 2020
- (2) We will use the Google Meet platform to accommodate all of the schools
- (3) It will be a partially live and partially pre-recorded safety video and messaging, plus a Kahoot Game to complete the day!
- (4) Kristen Drexler – Check out the U of G Virtual Campus Tour. Everything pre-recorded except for faculty chat rooms – Really well done.

II. National Injury Prevention Day – July 6, 2020 –

- (1) **Safe Communities will be on social media;** Instagram, facebook and twitter. Please retweet, like and share on all the platforms you have. We want to make sure we raise awareness about the importance of injury prevention across Wellington County.
- (2) **Mapleton Safe Communities is “Going Green”** lighting up Township buildings Green on July 6, 2020.
- (3) Suggestion to convince the County to change their policy on not “lighting up” buildings.
- (4) Promoting National Injury Prevention Day, signs in front of Wellington County Museum and Archives, Centre Wellington Sportsplex and Town of Puslinch

III. Remaining Meeting Dates for 2020

- (1) September 16, 2020
- (2) November 18, 2020

3. New Business

I. Update from Wellington County OPP – Staff Sgt. Stephen Thomas

- (1) Normal business operations: boats and bicycles are out keeping everyone safe.
- (2) Appreciative of the support from across Wellington County during this time.
- (3) Almost business as usual.

4. Reports From the Floor

I. Helen Edwards – Falls Action Group/Mapleton Safe Communities

- (1) Attended the first meeting surrounding Stigma – Can get very Guelph focused
- (2) We will be receiving funding through the United Way
- (3) Good for you Food Program – 90 residents – The cost of groceries for low income seniors are cost prohibitive

II. Kristen Drexler – Big Brothers and Big Sisters of Centre Wellington

- a. Running Camp URU virtually this year!
 - i. 100 subsidized sports
 - ii. Choose between morning and afternoon
 - iii. Ages 9 to 12 years old
- b. BTalk Series and Youth Action Council
 - i. There is a talk every week for 1 hour (Wednesdays)
 - ii. Also, looking for Youth Action Council members
 - iii. Are there community service hours available for teens?
 - iv. If they are part of the Council

III. Sarah Bowers-Peter – Crime Stoppers Guelph Wellington

- i. Doing a lot of programming and awareness online
- ii. Supporting and presenting to raise funds for Big Brothers and Big Sisters of Wellington North – Facebook Live event
- iii. Received more than 100 tips in May

- iv. Partnering with Guelph Wellington Women in Crisis
- v. Doing a Let's Talk Series with Guelph Police
- vi. Is Wellington County OPP doing something similar?

IV. Kristen Drexler - Intentional Self Harm Action Group

- a. Katie Pope is joining the Action Group
- b. Focusing on parents and seniors
- c. Still figuring out the direction and how we are going to proceed in this climate

5) Adjournment

The Next Leadership Table meeting is scheduled for Wednesday, September 16, 2020 at 9:30 a.m. (Leadership Table) on skype business.



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

**Directors Meeting Minutes
September 9, 2020**

Attending: Paula Coffey, Bonnie McIntosh, Jacklyn Winter, Dale Small, Lisa Hern, Faye Craig, Tom Gorecki

Jacklyn called meeting to order @ 5:32pm

Approval of Minutes (July Meeting) - Approved by Faye, Bonnie seconded

Committee Reports-

Economic Report - Presented by Dale Small

The RED Grant is being put to good use

- The Christmas decorations will arrive in about 1 week
- The outdoor gym is set to be installed in 2021. Dale would like input from the Chamber as to a location for it to be installed
- It has been suggested to install in at the corner of Charles/Isabella/Georgina ST
- The Chamber will re-discuss locations at our next meeting in October

Arthur Street Scape Enhancements

- The BIA has been working alongside the Township to make suggestions
- This is a 200,000.00 project

- The Mount Forest Farmers Market ends this month
- Many have utilized the Community Improvement Grants
- An addition 25,000.00 added to the above grant for those who are intertied in applying
- The Digital Main Street program is still available of those businesses whom are interested
- The waste water treatment in still on track for completion late 2020
- The Arthur arena will have ice for October 1st

Council Report – Presented by Lisa Hern

- Council is in conversation with the County in hopes that they will be able to start taking brush and leaves at no charge
- Although they are currently waiting for the committee to approve this request
- Council is still meeting virtually

- Arthur Lions is holding their BBQ Chicken Dinner with the funds going toward the Arthur Skateboard Park - Everyone is encouraged to buy tickets to help support this great cause
- A request for 125 Berkshire to wave their sewer and water fees was declined by council
- Yard waste will be picked up in October -Date was unknown at the time of this meeting
- The Queens building is still in the hands of the lawyers and at this point there is no new news
- The sidewalk in front of Foodland is in need of repair – Lisa/Dale will look into this and see if the roads department can repair this sooner then later

Business Arising from Previous Meeting:

Hanging Planters

- Faye informed the group that Huron Ridge is unable to accommodate our extra 24 hanging baskets
- She has spoken to Richard from Mount Forest Greenhouses and he will be offering us a discount on our baskets. Each basket will now be \$55 each rather than \$65.00
- Richard will be planting the flowers in new hanging baskets with much brighter colors (petunias) & vibrant green potato vine
- The Directors decided they would like sometime to think about the decision of committing to MF Greenhouses again for 2021
- They have decided they will have their final decision for the October meeting

AGM

- The Directors agreed that the 2020 AGM Dinner and Meeting should be canceled due to Covid-19 restrictions
- Jacklyn will post this information on our website and social media accounts and inform our members
- The Chamber Community Award nominations open Sept. 10th, and close Oct. 8th
- Our sponsors this year are: The Township of Wellington North, RBC & GITFH

New Business

Shop Local Christmas Guide

- The WA contacted the Chamber once again to see if we are interested in purchasing the center fold for the Shop Local Christmas Guide
- The center fold normally showcases all events happening in Arthur and MF
- The fee to sponsors this centerfold is \$360.00
- The Directors feel they need more time to decide as there may be other more beneficial ways of using this money to assist our businesses during this difficult time
- The Directors will make their decision by September 17th
- Everyone is asked to think of creative ways to encourage shopping to our Chamber Members businesses both in and out of town for the upcoming holidays
- Perhaps Chamber bucks or a shopping passport?

Shop Local Celebration Wrap up

- We received many great comments from the community and our local businesses in regard to the Shop Local Weekends – Almost all were positive!
- It was unfortunate that not all of the downtown businesses participated
- Many enjoyed the farmers market that showcased local growers
- Some of the community and businesses have asked if this could be an annual event?
- Closing down the main street was a lot of work and may not be a great idea in the future

Membership Builds Our Community as a Place to Work, Play and Live

- Perhaps closing down a side street (Charles St) or use the municipal lot behind the TD bank
- Some of the community was slightly upset with the lack of social distancing at the first shop local, but more precautions and signs were put into place for the second event
- Overall, this event was a huge success and was enjoyed by many

Agenda Approval- Additions and deletions

Presidents Report:

- Tom is very pleased how the Shop Local weekends went and appreciated everyone's hard work for the event. Big shoutout to Dale for all his hard work for this event
- Tom suggested possibly looking into having an Arthur-o-ploy game produced similar to the one Fergus had made

Correspondence:

- Nothing to report

Financial Report:

- All financials are in good standing

Administrators Report:

- We have 4 new members!
 1. The Lost Tattoo
 2. Futuristic Fitness
 3. Donna's Designs
 4. IScream Shop
- We have 61 members and only 13 unpaid. These members have been sent their second notice via mail and email
- Jacklyn would like permission to have a new banner, business cards, and marketing material created
- The Directors were all in agreement to have some items made up
- Jacklyn will work alongside Fergus print, and will send along proofs to the Directors for approval
- Meetings have now been moved to the second Wednesday of each month at 5:30pm, with approval by all attending

Meeting Closed -

Tom motioned meeting closed at 6:15pm and Paula seconded

Next Meeting Date:

October 14th, 2020

Meeting Outline for 2020:

November 11th @ 5:30pm
December 9th @ 5:30pm



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of September 28, 2020

From: Tammy Pringle, Development Clerk

Subject: **DC 2020-027, KINGS COURT APARTMENTS INC.
SITE PLAN AGREEMENT, 187 KING STREET EAST, MOUNT FOREST**

RECOMMENDATION

THAT Council of the Township of Wellington North hereby receive Report DC 2020-027 being a report on Kings Court Apartments Inc., Draft Site Plan Agreement – 187 King Street East, Mount Forest;

AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the By-law to enter into a Site Plan Agreement with Kings Court Apartments Inc.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

None

BACKGROUND

Subject Lands

The property is located in the Town of Mount Forest. The subject lands are in the North East quadrant of the town on King Street East. The land holding is approximately 0.24 acres with a 17.98 m frontage an irregular depth maximum of 71.8 m. It is legally known as PT LT 16 W/S FERGUS ST PL TOWN OF MOUNT FOREST, PTS 1, 3 & 4, 61R20426, PT LT 17 W/S FERGUS ST PL TOWN OF MOUNT FOREST, PTS 6 & 8, 61R20426 & PT LT 18 W/S FERGUS ST PL TOWN OF MOUNT FOREST, PT 1, 61R11262; SUBJECT TO AN EASEMENT AS IN RO801447; SUBJECT TO AN EASEMENT AS IN DN47384; TOWNSHIP OF WELLINGTON NORTH.

The Proposal

The Owner has applied for Site Plan Approval from the Township to build two, five (5) unit (residential rental) apartment buildings. This project will include site servicing, grading, landscaping & stormwater management plan.

Existing Policy Framework

The subject lands are designated MU1 Mixed Use Zone, in the Township of Wellington North Zoning By-Law 66-01 with a Residential Transition Area designation in the County of Wellington Official Plan.

COMMENTS AND ANALYSIS

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

COMMUNICATION PLAN

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

FINANCIAL CONSIDERATIONS

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

ATTACHMENTS

A. Location Map

Site Plan Agreement- in by-law in this agenda

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: Tammy Pringle, Development Clerk

Tammy Pringle

Recommended By: Michael Givens, Chief Administrative Officer

Michael Givens

SCHEDULE A – Location Map





WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of September 28th, 2020

From: Dale Small,
Economic Development Officer

Subject: EDO 2020-023 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 2020-023

AND FURTHER THAT Council approve grants as follows:

- \$2,500.00 Façade Improvement Grant to support improvements to the exterior façade at 222 George Street in Arthur.
- Up to \$2,500.00 Façade Improvement Grant for new signage at 7999 Wellington Road 109, Unit 2 in Arthur, new home to Futuristic Fitness

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, 116 applications have been received for funding with half of these applications coming over the last two years. The total dollar value of improvements made in our Community is conservatively estimated at \$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 two new 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 two applications follow:

1. An application was received from Corina Sipkes co-owner of **Luco Holdings** who own the building at 222 George Street in Arthur. In 2019 the applicant received CIP funding to support improvements made to the upper facade of this building and these improvements were completed that year. This application is to support upwards to \$35,000 in improvements currently being made to the lower façade. A current picture follows:



2. An application was received from Colin Hewson owner of **Futuristic Fitness** a new business that just recently opened at 7999 Wellington Road 109, Unit 2 in Arthur to assist with the installation of signage.

Total cost for the plaza sign as well as the three decals to go above the business entrance is upwards to \$1,000.00 and is eligible for 50% funding.



The applicant is also considering installing a 4" x 12" LED illuminated sign and has received an estimate from Raynbow Signs. Should this sign be installed the remaining CIP funding will be advanced up to a maximum grant of \$2,500.00.

FINANCIAL CONSIDERATIONS

At the July 13th, 2020 meeting of Wellington North council an additional \$25,000 in funding was approved by council to support applications under the Community Improvement Program. This brought the total funding available in 2020 to **\$75,000**.

As at September 28th, including these two applications, council will have approved 31 applications representing **73,941** in funding. Of this amount:

- \$ 5,000 will be advanced as loans under the Community Improvement Program
- \$10,000 will most likely not be advanced until project completion in 2021
- \$58,941 will be advanced in 2020

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 *Dale Small*

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

9/21/20

Township of Wellington North
VENDOR CHEQUE REGISTER REPORT
Payables Management

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
76282	1595655 Ontario Ltd	9/18/20	\$2,500.00
76283	2706879 Ontario Ltd	9/18/20	\$4,427.71
76284	Arthur School of Art	9/18/20	\$100.00
76285	Bell Canada	9/18/20	\$761.95
76286	Bell Mobility	9/18/20	\$1,767.98
76287	Bluewater Fire & Security	9/18/20	\$96.05
76288	Broadline Equipment Rental Ltd	9/18/20	\$44.07
76289		9/18/20	\$1,770.00
76290	Corporate Express Canada Inc.	9/18/20	\$236.04
76291	Epoch's Garage Ltd	9/18/20	\$2,296.00
76292		9/18/20	\$4,681.39
76293	Go Evo	9/18/20	\$1,342.44
76294	Horizon Date Services Ltd.	9/18/20	\$1,887.10
76295	Horton Brothers Enterprises Lt	9/18/20	\$1,356.00
76296	Human Response Monitoring Cent	9/18/20	\$271.20
76297	Hydro One Networks Inc.	9/18/20	\$771.09
76298	Kraemer LLP	9/18/20	\$2,758.12
76299	Kurt Penwarden Tree Services	9/18/20	\$960.50
76300	Landmark Municipal Services UL	9/18/20	\$13,729.50
76301	Lavis Contracting Co. Ltd.	9/18/20	\$52,320.75
76302		9/18/20	\$305.10
76303	Ont Mun Employee Retirement	9/18/20	\$41,415.96
76304	OnePromo.ca	9/18/20	\$1,378.60
76305	QMI-SAI Canada Limited	9/18/20	\$1,582.00
76306	Reliance Home Comfort	9/18/20	\$77.55
76307	Royal Bank Visa	9/18/20	\$37.65
76308	Suncor Energy Inc.	9/18/20	\$3,396.35
76309	TD Wealth	9/18/20	\$797.44
76310	Telizon Inc.	9/18/20	\$777.86
76311	Tom Shupe Plumbing & Heating	9/18/20	\$429.40
76312	Waste Management	9/18/20	\$20.34
76313	Wellington Advertiser	9/18/20	\$1,239.05
76314	Wellington Catholic Dist Sch B	9/18/20	\$3,093.00
76315	Wightman Telecom Ltd.	9/18/20	\$675.13
76316	Workplace Safety & Ins Board	9/18/20	\$7,068.06
76317		9/18/20	\$520.20
76318	Young's Home Hardware Bldg Cen	9/18/20	\$231.42
EFT0000987	Arthur Home Hardware Building	9/18/20	\$107.32
EFT0000988	B M Ross and Associates	9/18/20	\$17,255.89
EFT0000989	CARQUEST Arthur Inc.	9/18/20	\$316.45
EFT0000990	Carson Supply	9/18/20	\$1,553.64

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0000991	Cedar Signs	9/18/20	\$1,471.59
EFT0000992	CIMA Canada Inc.	9/18/20	\$32,699.04
EFT0000993	Clark Bros Contracting	9/18/20	\$12,607.98
EFT0000994	CMT Engineering Inc.	9/18/20	\$2,839.15
EFT0000995	Coffey Plumbing, Div. of KTS P	9/18/20	\$106.22
EFT0000996	CP Industries Ltd	9/18/20	\$560.54
EFT0000997	County of Wellington	9/18/20	\$29,121.20
EFT0000998	Canadian Union of Public Emplo	9/18/20	\$1,699.30
EFT0000999	Da-Lee Dust Control	9/18/20	\$15,099.40
EFT0001000	Darroch Plumbing Ltd.	9/18/20	\$542.40
EFT0001001	Delta Elevator Co. Ltd.	9/18/20	\$887.09
EFT0001002	Central Square Canada Software	9/18/20	\$607.38
EFT0001003	Eric Cox Sanitation	9/18/20	\$764.45
EFT0001004	Excel Business Systems	9/18/20	\$130.48
EFT0001005	Frey Communications	9/18/20	\$16,443.00
EFT0001006	Hach Sales & Service Canada Lt	9/18/20	\$395.62
EFT0001007	Hartman Electronics & Comm	9/18/20	\$122.04
EFT0001008	Hort Manufacturing (1986) Ltd.	9/18/20	\$137.86
EFT0001009	Ideal Supply Inc.	9/18/20	\$441.84
EFT0001010	JOB-INC Electric	9/18/20	\$5,513.84
EFT0001011		9/18/20	\$353.50
EFT0001012	M & L Supply, Fire & Safety	9/18/20	\$134.13
EFT0001013	Marcc Apparel Company	9/18/20	\$1,296.81
EFT0001014	Moorefield Excavating Limited	9/18/20	\$531,984.27
EFT0001015	North Wellington Co-op Service	9/18/20	\$245.00
EFT0001016	PACKET WORKS	9/18/20	\$169.50
EFT0001017	Reeves Construction Ltd	9/18/20	\$124,476.09
EFT0001018	Saugeen Community Radio Inc.	9/18/20	\$809.08
EFT0001019	Shred All Ltd.	9/18/20	\$67.80
EFT0001020	Technical Standards & Safety A	9/18/20	\$232.22
EFT0001021	Triton Engineering Services	9/18/20	\$3,227.51
EFT0001022	Upper Grand Dist School Board	9/18/20	\$10,535.00
EFT0001023	Wellington North Power	9/18/20	\$10,146.03
EFT0001024	Yake Electric Ltd	9/18/20	\$2,905.75
Total Amount of Cheques:			\$985,129.41



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Ken DeHart, County Treasurer
Date: Tuesday, September 15, 2020
Subject: **Aggregate Resource Property Valuation and Advocacy Report**

Background:

Through the County's Assessment Base Management Policy and Programme approved in 2016; Wellington County has made significant efforts to maintain, protect and enhance the quality of the assessment roll. This includes reviewing the accuracy of individual assessments and ensuring the equitable distribution of the tax burden. The County remains a strong advocate for the accurate and equitable valuation and property tax treatment of all properties, including gravel pit and aggregate resource properties in the County and throughout Ontario.

The County has been actively pursuing fair and accurate assessment valuations for gravel pits through two streams:

1. Assessment appeals heard by the Assessment Review Board
2. Advocacy through the province on a permanent policy solution

Assessment Appeals

The County has filed assessment appeals on all aggregate producing properties in its three southern-most municipalities, being Puslinch, Erin and Guelph/Eramosa for the 2017 to 2020 taxation years. The purpose of these appeals is to ensure that the current value assessment of these properties is captured through the existing legislation, and to deal with how those properties are classified for taxation purposes.

The effect of the current property tax valuation structure by the Municipal Property Assessment Corporation ("MPAC") unfairly sees active gravel pits incurring less property tax than many single-family homes and small businesses as a result of unduly low and inaccurate current value assessments. It also leads to properties that are located in the same areas and are similar to gravel pits receiving vastly different property valuations, which contradicts the principle of fairness and transparency underpinning our taxation system that similar properties should be treated and taxed equally. Arbitrarily classifying gravel pits as among the lowest form of farmland (Class 5) sets an artificial cap on these producers' property assessments and keeps their property taxes well below what they should be paying. In turn, residents and businesses are subsidizing the break that gravel producers are receiving.

In terms of next steps for these appeals, a settlement conference is scheduled to take place on September 16 and hearings are scheduled for the weeks of November 16 and 23.

Advocacy for a Permanent Policy Solution

The County has been working with its colleagues through the Top Aggregate Producing Municipalities of Ontario (TAPMO) to raise awareness of the assessments and the inequitable treatment of these properties and ask the government to review how these properties are assessed and treated from a property tax policy perspective through the MPAC review that is currently taking place.

Through this work, TAPMO endorsed the attached municipal resolution to be shared with TAPMO municipalities for consideration at local Councils. The resolution formally asks the province to review how these properties are assessed in light of the inequitable treatment in comparison to other residential and business properties in the municipality. Several municipalities across the province have approved and forwarded this resolution to the province and local MPPs.

To be clear, the County believes MPAC's property valuation is incorrect even within the current legislation, however, the County is looking for further direction and possible legislative or regulatory changes that will eliminate future disputes. This kind of permanent policy change is in everyone's best interest to resolve this issue once and for all.

Staff recommend that the Administration, Finance and Human Resources Committee support the resolution and pass it along to County Council for approval. This is also an opportunity for the County to remind its member municipalities to review and give consideration to this resolution as well.

AMO Delegation Meeting

On August 18, 2020, in collaboration with the Top Aggregate Producing Municipalities of Ontario (TAPMO), County representatives met with Stan Cho, Parliamentary Assistant to the Minister of Finance, to discuss the need to improve how aggregate properties are assessed across Ontario under an equitable valuation system. The meeting was held during the Association of Municipalities of Ontario (AMO) conference. This is where municipal and provincial policymakers come together to discuss pressing issues facing both levels of government.

Wellington County and other TAPMO members presented several policy-driven solutions to Mr. Cho that would make MPAC's property tax valuations accurate and equitable. There are many possible legislative, regulatory or policy changes that can achieve a permanent solution. These include:

- Creating a separate class for aggregate producing properties (as was done for landfills in 2015);
- Directive (or regulation) from the Minister to MPAC regarding how to assess these types of properties to reflect their true market or industrial value;
- Remove the aggregate exemption from the *Assessment Act* (as was the situation prior to 2008).

This would enable municipalities to maintain stability in local taxation levels and meet the needs of their communities. Directing MPAC on how to assess these properties based on their true market value makes common sense and will result in stability and accuracy in the assessment process. The solution to remove the exemption of aggregate in the *Assessment Act* would allow MPAC to assess the full value of the property.

Summary

Aggregate sites are important job creators and an increasingly critical element of public works that help to fuel steady economic growth across Ontario, especially as part of municipalities' post-pandemic recovery. Yet, under the current MPAC valuation formula, their current value assessment is inaccurate such that these sites generate significantly less revenue for municipalities and the Province than other possible uses for the same land. This costs Ontario municipalities millions of dollars in lost tax revenue every year and negatively impacts their abilities to deliver more fulsome services and programmes to residents. The current system also generates less Education property taxes which shifts even more tax burden onto homeowners and small businesses. Municipalities are therefore eager to find a solution that is fair for all involved: the municipality, taxpayers, and aggregate producers.

COVID-19 has highlighted the urgency for a policy-driven, equitable approach. Municipalities across Ontario are fighting to continue providing a high standard of services to our families and businesses who need them now more than ever. The lost tax revenue undermines our ability to enhance those services and make key infrastructure investments at a time when our residents are suffering. The County wants to be fair to aggregate producers while recognizing that they should be part of the solution in terms of helping families and businesses get back on their feet – the very people who are carrying the burden of the current MPAC system.

Recommendation:

That the Aggregate Resource Property Valuation and Advocacy Update Report be received for information; and

That the attached resolution be supported by County Council and sent to the Ministry of Finance.

Respectfully submitted,



Ken DeHart, CPA, CGA
County Treasurer

SCHEDULE A – MUNICIPAL RESOLUTION

WHEREAS previous assessment methodologies for aggregate resource properties valued areas that were used for aggregate resources or gravel pits at industrial land rates on a per acre basis of the total site and such properties were formally classified and taxed as industrial lands; and

WHEREAS Wellington County Council supports a fair and equitable assessment system for all aggregate resource properties; and

WHEREAS the Municipal Property Assessment Corporation determined, with the participation only of the Ontario Stone, Sand and Gravel Association, revised criteria for assessing aggregate resource properties; and

WHEREAS Wellington County Council has concerns that the revised criteria does not fairly assess the current value of the aggregate resource properties;

NOW THEREFORE BE IT RESOLVED:

(a) That Wellington County Council does not consider the revised criteria for assessment of aggregate resource properties as a fair method of valuation for these properties; and

(b) That Wellington County Council believes there is a need to review the current assessment scheme for aggregate resource properties to address the inequity of property values; and

(c) That Wellington County Council hereby calls upon the Province to work with the Municipal Property Assessment Corporation to address the assessment issue so that aggregate resource properties are assessed for their industrial value; and

(d) That Wellington County Council direct the Clerk to provide a copy of this motion to the Ministers of Finance; Municipal Affairs and Housing; and Natural Resources and Forestry; and to AMO, ROMA, and all Ontario municipalities and local MPP(s).



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of September 28, 2020
From: Chanda Riggi, Human Resources Manager
Subject: REPORT HR 2020-002 Working from Home Policy

RECOMMENDATION

THAT Council of the Township of Wellington North receive for information HR 2020-002 being a report on staff working from home;

AND FURTHER THAT Council endorse the Working from Home policy.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

BACKGROUND

The 2019 – 2022 Corporate Strategic Plan indicates:

Modernization and Efficiency

5.0 Cultivate staff development and training that will:

- 5.1** build an agile organization capable of rapidly responding to evolving landscape, multidirectional communication and complex collaboration with residents, partners, colleagues and stakeholders
- 5.2** increase the capacity of staff to contend with accelerating digitization, increased volume of work and fast changing priorities

Past and ongoing investments in staff development and training resulted in an agile organization that was capable of rapidly responding to the COVID-19 pandemic. Digitized processes created flexibility to smoothly transition corporate areas of work to

alternative methods of delivery, such as working from home. Consequently, COVID-19 has compelled organizations to rethink long-term work strategies as working from home/working remotely have become more prevalent during the pandemic.

“New data from Statistics Canada suggests that more Canadians will be working from home once the COVID-19 pandemic is over as more employers report that their staff can effectively do their jobs remotely” (Neustaeter, 2020, para 1).

According to Statistics Canada (2020), nearly one-quarter (22.5%) of Canadian businesses expect that 10% or more of their workforce will continue to work from home or work remotely after the pandemic. “The survey results also found that 25 percent of Canadian businesses are “likely” or “very likely” to offer their employees the option to work remotely following the pandemic, while 14 per cent reported that they will make it a requirement.” (Neustaeter, 2020, para 4).

In addition, there have long been advantages associated with working from home, such as increased productivity/better focus, better work life balance, reduced attrition, decreased stress and the reduction of unscheduled absences.

It's important the Township recognize the changing nature of the traditional workplace and implement a formal work from home policy that enhances our employer branding as an employer of choice.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

Working from Home Policy

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

☐ Municipal Infrastructure

☐ Partnerships

☐ Alignment and Integration

Resources:

Canadian Survey on Business Conditions: Impact of COVID-19 on businesses in Canada, May 2020. (2020, May 14) *Statistics Canada*. <https://www150.statcan.gc.ca/n1/daily-quotidien/200714/dq200714a-eng.htm?CMP=mstatcan>


Neustaeter, B. (2020, July 14). More Canadians will be working from home post-pandemic, StatCan data suggests. *CTV News*. <https://www.ctvnews.ca/health/coronavirus/more-canadians-will-be-working-from-home-post-pandemic-statcan-data-suggests-1.5023822>

Prepared By: Chanda Riggi, HR Manager

Chanda Riggi

Recommended By: Michael Givens, Chief Administrative Officer

Michael Givens

	Section: Terms and Rules of Employment	Policy Number: TBD
	Subsection: Scheduling	Effective Date: March 1, 2020
	Subject: Working from Home	Revision Date: August 18, 2020
		No. of Revisions: 1

Working from Home

Purpose:

The Township recognizes the traditional workplace is changing and supports flexibility in work arrangements wherever possible and practical to do so without compromising Township service levels. Guidelines are listed below in order to assist employees and management in understanding procedures under which staff may work from home.

Policy:

1. Eligibility criteria will be determined by your Manager, in conjunction with the Role Profile Assessment, based on your job functions, workstyle and operational requirements.
2. Working from home (WFH) arrangements as outlined in this policy are required if you work from home on a regular basis (one or more days per week). Ad hoc arrangements, not exceeding this threshold, shall be at your Manager's discretion.
3. Work from home arrangements are voluntary and not considered a permanent change to status.
4. Work from home requests will be considered on a case-by-case basis at the discretion of your Manager.
5. The following process will be completed to initiate a WFH arrangement:
 - **Job Description Review and Role Profile Assessment:** You and your manager will review the role and ensure that it meets the suitability requirement for a WFH arrangement. A Role Profile Assessment is attached as Appendix A. The assessment outlines factors of the job as it relates to your job functions and workstyle considerations based on specific business unit operations.
 - **Employee Acknowledgement Form:** The Acknowledgement Form must be completed by you and your Manager to finalize the WFH arrangement. The form is available as Appendix B. A copy will be provided to you and your Manager.
 - **Collective Agreement:** No approval will be granted that contradicts the collective agreement.

6. Your work habits, skills, abilities and performance level will be taken into consideration to approve any WFH arrangements. Work from home arrangements may be revoked if for any reason the arrangement does not work, including but not limited to: receiving any disciplinary action, a performance improvement plan, failure to meet work objectives or your attendance is not satisfactory while participating in the WFH arrangement, you may be removed from the program at the discretion of your manager. If so, you would report to your respective municipal workstation with 48 hours notice.
7. You are responsible for maintaining your work area in your home in a safe and secure condition. This includes taking precautions to protect Wellington North's confidential information, which you may need to access during your work, from being seen by other family members or house guests. Any computers or other electronic devices that you use in your home should be password protected, and physical documents containing sensitive information should be kept in locked filing cabinets or desk drawers. If you are not certain which documents or information need to be protected, you should discuss this with your manager before starting a work from home arrangement.
8. In-person meetings may not be conducted in your home office.
9. The Township reserves the right to discontinue the WFH Program at any time individually or as a whole. Two (2) weeks notice of program cancellation will be provided.
10. Work from home arrangements will automatically cease if an employee initiates a leave of absence for any reason. Upon the employee's return, the Manager and employee will determine whether to reinstate the arrangement.
11. Work from home arrangements automatically terminate when you leave the position that is subject to the terms of a WFH arrangement.

TERMS AND CONDITIONS

You are responsible for respecting and complying with the terms and conditions of your employment, legislation, and all municipal policies if you participate in a WFH arrangement. Additional terms specific to WFH include:

- a) **Hours of Work:** Any difference in working hours during a WFH day will be recorded and mutually agreed upon by you and your manager in your WFH Arrangement Acknowledgement Form. It is expected that you will use your allotted vacation or lieu time within scope of the respective policy or make up for any unworked hours.
- b) **Municipal Office Business:** You may be required to attend the workplace on a usual WFH day as operations dictate. Such a requirement is at the discretion of your Manager. Any expenses incurred to attend the workplace are not eligible for reimbursement.
- c) **Overtime/Premium Payments:** Eligible hourly non-union employees will not work more than their identified normal work week (35 or 40 hours per week) without prior approval from their manager. Prior approval is also required from your manager to work in excess of 44 per week in accordance with the Township's overtime policy.

Eligible hourly union employees will not work more than their regular work week (e.g. 35 or 40 hours per week) without prior approval from their manager to work overtime in accordance with the collective agreement overtime policy.

Work from home arrangements will not be approved if there are increased labour costs (e.g. overtime) or additional operational costs as a result of the arrangement.

- d) **Home Office Set-up:** you will review the ergonomics checklist available in Appendix C and take appropriate measures to ensure a safe and productive WFH environment.
- e) **Associated Costs:** Costs associated in preparing the at-home workspace is your responsibility (installation of telephone lines, electrical upgrades, appropriate internet connections etc.). All additional costs of WFH, such as increased data, phone charges, etc. will be borne by the employee.
- f) **Equipment:** You must have the appropriate equipment in order to work from home, which includes a Township issued laptop, VPN Access, Microsoft Teams or other real time communication and collaborative software to continue work with colleagues, and a secure wi-fi connection. Township resources should not be connected to a public wi-fi.

On a case-by-case basis, the municipality may issue equipment appropriate for the WFH arrangement. This will be determined between your Manager and IT. Equipment supplied by the organization will be maintained by the organization. The Township of Wellington North accepts no responsibility for damage or repairs to employee-owned equipment. Equipment supplied by the municipality is to be used for businesses purposes only. IT will keep a record of any electronic equipment/items issued to you. You must return all Township equipment and materials if your employment ends for any reason.

- g) **Expenses:** Business related travel expenses will be covered in accordance with our Allowable Expenses policy. The Township will not be required to cover any costs related to your attendance at the workplace, even on days usually reserved for working from home.
- h) **Power Outages/Home Office Connection Issues:** In the event of a power outage, internet failure, technical issues or other circumstances preventing you from conducting your work off-site, you must advise your Manager. You may be required to return to your municipal workstation or alternative (i.e. Municipal office or a municipal facility with internet/phone access) to complete your work.
- i) **Dependent Care:** Work from home arrangements are not intended to replace ongoing family obligations. Alternative care arrangements for child, elder or other dependent care should be in place during WFH hours. Modification to hours to assist in family care may be made in discussion with your Manager and in support of business operations.
- j) **Health and Safety:** You will be required to, on an ongoing basis, take all reasonable and necessary precautions to safeguard your WFH workspace. You must follow normal procedures for reporting illness or injury.

ROLES AND RESPONSIBILITIES

Manager:

- Ensures this policy is adhered to and administered as outlined. Monitor employee performance.
- Apply criteria for determining position and employee eligibility for WFH consistently and fairly. Respond to concerns directly with the employee.
- Contact Human Resources for guidance on WFH implementation and role criteria for WFH eligibility.
- Evaluate the implementation of this policy, both individually and holistically across the team to ensure consistency and transparency.

Employees:

- Adhere to the terms and conditions of this policy
- Be accessible and available for work as outlined in their respective WFH arrangement.
- Be ready and available to attend the workplace as needed by business operations, even if the day was previously established as a WFH day.
- Review and acknowledge responsibilities within the WFH arrangement as outlined.

Human Resources:

- Provide support and guidance on issues regarding performance and/or training needs.
- Act as a resource to mediate concerns regarding role eligibility to WFH.

APPENDIX A:

WORKING FROM HOME ROLE PROFILE ASSESSMENT

This Role Profile Assessment will help both managers and employees assess whether the employee's role and working style is suitable to work from home.

1. **Minimum Standards.** Standards that an employee must meet to participate in working from home (basic performance/attendance standards, technological requirements and workspace set-up). This is completed by the employee and is a self-assessment.
2. **Employee Job Function Analysis.** This is completed by the employee and is based on an employee's self-reflection. These items will be discussed with the Manager in conjunction with *Part 3 – Work Style Considerations*, below, prior to completing the Work from Home Acknowledgement Form.
3. **Manager and Employee Work Style Considerations.** This is completed by both the manager and employee together. Discussion points are provided to guide the creation of a WFH schedule, review potential impact on team dynamics and operating consideration. Upon completion, this will assist in completing the Work from Home Acknowledgement Form.

Following the completion of this assessment, employees and managers should discuss suitability to work from home, frequency and enter into a formal agreement should it be identified the employee will WFH more than three (3) days per month.

1. Minimum Standards – Eligibility to Participate

- I have demonstrated consistent, acceptable performance to the municipality and am not on a formal attendance management program or performance improvement plan.
- I have the following equipment to facilitate working from home:
 - Municipality issued laptop computer;
 - VPN setup and established connection;
 - Smart Phone (if needed/applicable);
 - Telephone access; and
 - Secure internet connection or mobile internet access.
- I have access to a space at home that is conducive to effective work.
- My working space at home is, to the best of my knowledge, safe from conditions that could pose a hazard to health and safety or danger to equipment.

2. Employee Job Function Analysis

- Characteristics of jobs that can be performed successfully from home may include:
 - work can be performed from a remote location, such as report writing, research and project-based work;
 - work can be taken to and from your home with ease;
 - the need for face-to-face contact with managers, external customers,

vendors, stakeholder, members of the public, other employees, etc. can be scheduled as necessary;

- the need to access equipment, materials, files etc. that are situated only at the workplace can be scheduled as necessary; and
- confidentiality requirements of the job can be met from a home location.

3. Manager and Employee Workstyle Considerations

Discuss together how working from home may impact operations, productivity and work relationships on your role through the following statements:

- Impact on effective deliverables, punctuality and attendance.
- How will work styles be adjusted to maintain regular communication between the employee and the manager.
- Ability to stay connected with team and coworkers to promote a positive work atmosphere.
- Acknowledge that the on-site workstation may be repurposed and used by others

By discussing these considerations together, managers and employees should be able to identify whether the employee's role and work style would be conducive to a working from home situation. The manager may also have additional considerations to add within each section based on the departments operations.

Where there is disagreement, the employee and manager will contact Human Resources for support and guidance. As per the policy, a formal work from home arrangement falls within the manager's discretion.

APPENDIX B:

WORK FROM HOME ARRANGEMENT ACKNOWLEDGEMENT FORM

1. Purpose	This acknowledgement form is set between _____ (Manager Name) and _____ (Employee Name) to embark on a Work from Home Arrangement. The purpose of this document is to outline and clarify the requirements of the arrangement prior to the commencement of the work from home (WFH) arrangement. This acknowledgement form does not change the terms and conditions of employment.																								
2. Term	The arrangement is set to commence on _____ (insert date) and may be rescinded by the municipality with notice as per policy.																								
3. Policies	<p>You will continue to abide by all municipal policies, and procedures and in accordance with the terms and conditions of your employment. In addition, you will:</p> <ul style="list-style-type: none"> Review the Working from home Policy; Discuss the Role Profile Assessment with your Manger Complete the ergonomics checklist (attached); and <p>The Manager acknowledges he/she has reviewed and understood the terms as outlined above.</p>																								
4. Work from Home Schedule	<p>The employee is approved to work from home on a regular schedule as follows:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Day</th><th>WFH</th><th>In Office</th><th>Hours</th></tr> </thead> <tbody> <tr> <td>Monday</td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td><td></td></tr> <tr> <td>Tuesday</td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td><td></td></tr> <tr> <td>Wednesday</td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td><td></td></tr> <tr> <td>Thursday</td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td><td></td></tr> <tr> <td>Friday</td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td><td></td></tr> </tbody> </table>	Day	WFH	In Office	Hours	Monday	<input type="checkbox"/>	<input type="checkbox"/>		Tuesday	<input type="checkbox"/>	<input type="checkbox"/>		Wednesday	<input type="checkbox"/>	<input type="checkbox"/>		Thursday	<input type="checkbox"/>	<input type="checkbox"/>		Friday	<input type="checkbox"/>	<input type="checkbox"/>	
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5. Compensation & Benefits	Your compensation and benefits, including vacation, sick and emergency leave, other forms of leave, and travel benefits will not be impacted by the WFH arrangement.																								
6. Equipment & Expenses	<p>You will be using your assigned corporately owned equipment.</p> <p>The municipality will maintain all corporately owned equipment. You will not perform maintenance or repairs on municipal owned equipment.</p> <p>All software used on corporately owned equipment must be legally acquired, licensed, and installed by the municipality.</p>																								

	<p>The municipality will not be responsible for costs relating to working from home, including but not limited to, data usage, long-distance phone charges or the purchase of in-home office equipment.</p> <p>As this is a voluntary arrangement, you acknowledge your responsibility for ongoing operating costs, such as telephone service fees, internet, utility costs and/or homeowner's or renter's insurance. You are responsible for compliance with insurance/rental agreements at your home office site. As this is a voluntary arrangement, and you are not required to work from home, a T2200 cannot be provided.</p> <p>For clarity purposes, the municipality will not reimburse you for purchasing or renting equipment, services, or supplies unless you have received written approval from your manager.</p>
7. Tasks	You will perform your regular duties. You will abide by township policies, procedures, applicable legislation and where applicable, collective agreement terms while working from home.
8. Temporary Return to Municipal Workplace	Notwithstanding your working from home schedule, you may be required to temporarily return to your municipal workplace for a period of time due to operational requirements including, but not limited to, power outages, inoperable equipment, prolonged system failures and to meet service levels.
9. Security	<p>You will comply with all municipal technology policies while working from home, and will ensure the following:</p> <ul style="list-style-type: none"> • The protection of organizational data whether on disk, hardcopy or on portable devices from theft, loss or unauthorized access during transit and at your home office. • Approved firewalls and anti-virus software are installed on all remote site computers and are updated daily with current definitions. • Flash drives or other portable drives are scanned for viruses before uploading or downloading data. • Sensitive information in hardcopy form is returned to the municipal office or shredded. • All work is backed-up according to municipal procedures. <p>You must immediately report any suspected, potential or actual breach or loss of information to your manager and IT (if applicable).</p>
10. Clean Desk	If your primary office space will be your home office (working 3 days or more at home a week), you acknowledge that on days spent working from home your municipal office space is to be left in a suitable condition (all files locked and put away) and comply with clean desk measures. You understand that your office space may be repurposed during WFH days for use by other municipal employees.
11. Safety	You confirm that you have a suitable place to complete your work from home and that to the best of your knowledge the home worksite is safe

	<p>from conditions that could pose a hazard to health and safety or danger to equipment. Your home worksite is considered an official worksite for the purposes of WSIB. Any injury sustained while at your home worksite must be reported to your manager immediately. WSIB does not cover accidents to family members or other third parties at the home worksite, nor is it expected or appropriate for third parties or other workers to meet at your residence.</p> <p>To ensure your safety and avoid potential incidents, you will meet with clients only at approved municipal workspaces or, if applicable, in the field.</p>
12. Family Obligations	You acknowledge that, if applicable, you will have an arrangement in place for regular dependent care (child or elder). The WFH arrangement will not be used as a substitute for dependent care.
13. Performance & Attendance	<p>Performance Concerns</p> <p>Should your performance or behaviour not meet business/work objectives or goals, or may be unsatisfactory to your manager, your WFH Arrangement may be terminated and you will report into the municipal office with 48 hours notice. You may reapply to WFH after returning to, and maintaining, satisfactory performance and behaviour as determined by your manager.</p> <p>Attendance</p> <p>Your WFH arrangement will be terminated if you do not attend work at a satisfactory level and you will report into the municipal office with 48 hours notice.</p> <p>In the event that your WFH Arrangement is terminated, you will be notified in writing. The municipality will not be held responsible for costs, damages or losses to you resulting from termination of the WFH arrangement.</p>
14. Removal from Program	<p>Participation in this WFH Arrangement is voluntary. You may be removed from the program at any time by your manager, yourself, or the municipality as an organization (removal of the program) with two weeks notice (outside of performance or attendance concerns).</p> <p>The arrangement automatically terminates if you leave the position that is subject to the terms of this arrangement.</p> <p>This WFH Arrangement will cease if you initiate a leave of absence (for any reason). Potential reinstatement of the arrangement will be determined by you and your manager upon your return.</p>

EMPLOYEE: By signing this statement, I acknowledge that I have reviewed, understood, and agree to comply with this Work from Home arrangement:

Employee Signature

Date

MANAGER: By signing this statement, I agree to work with my employee to implement a Work From Home arrangement as described in the Working from Home Policy and this Work from Home Arrangement Acknowledgement Form.

Manager Signature

Date

Work from Home Agreement form must be returned to Human Resources prior to the Work from Home Arrangement begins.

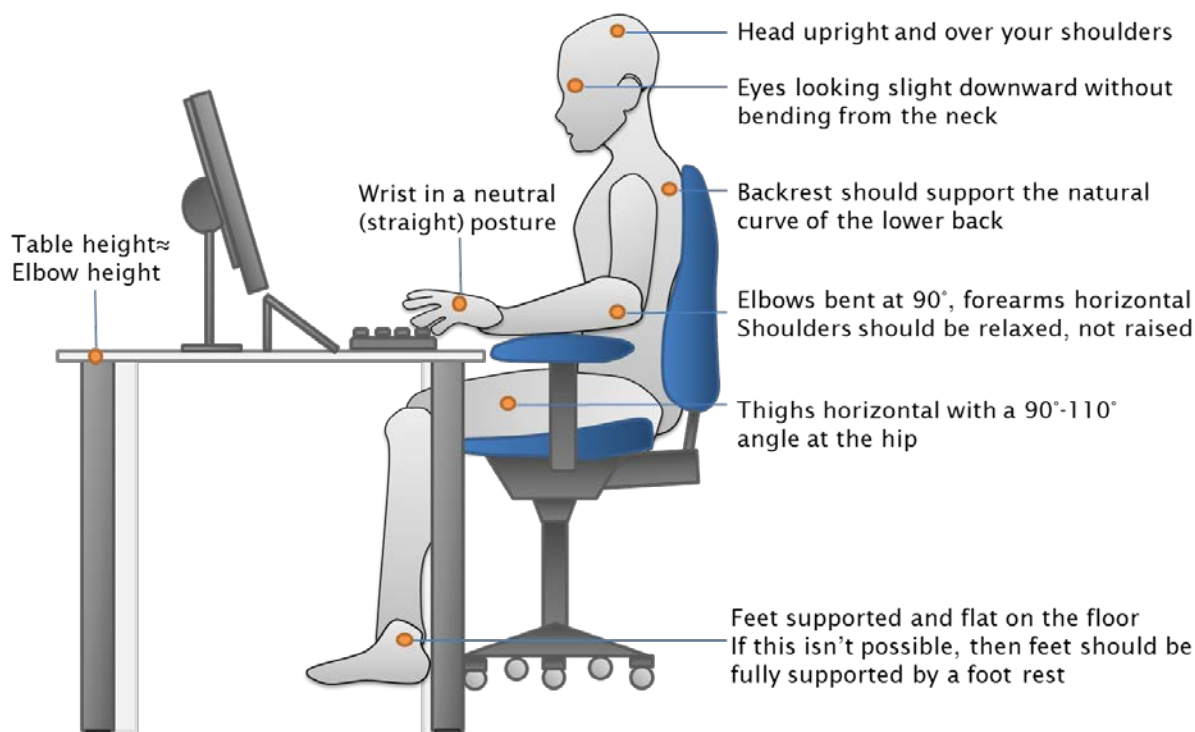
APPENDIX C:

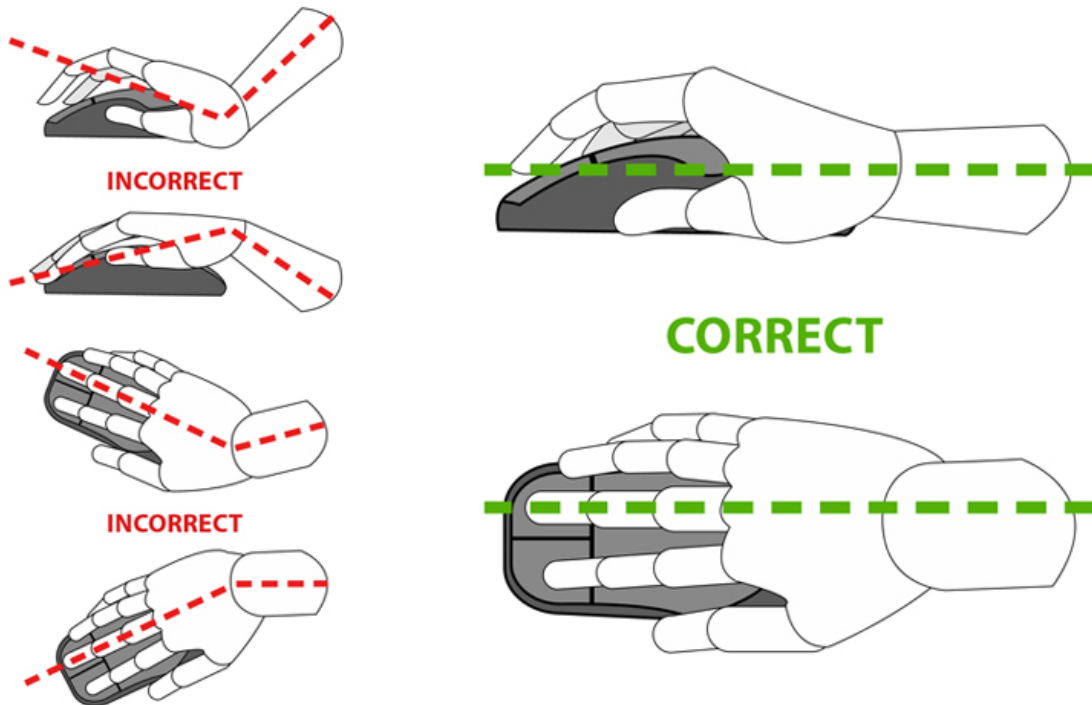
WORK FROM HOME ERGONOMIC SELF-ASSESSMENT

Equipment and Workstation Review

Item	Workstation	Yes	No	N/A
1.	Is your chair in good condition and adjusted to the appropriate height (i.e. thighs parallel or knees slightly lower than the hips?)			
2.	Do you know how to adjust your chair for maximum comfort?			
3.	Is the small of your back adequately supported by a back rest?			
4.	Do you have sufficient leg room at your desk?			
5.	Is it easy to read the text on your screen?			
6.	Is your computer screen free from noticeable glare at all times of the day?			
7.	When keying or using the mouse, are your elbows close to the body and your forearms close to parallel with the floor?			
8.	Are your wrists fairly straight when keying?			
9.	Is your mouse comfortable to use?			

If you answered No to any of the above questions, try to make modification as per the images below:





Work Environment

Item	Environment	Yes	No	N/A
1.	Do you have appropriate light for reading or writing documents?			
2.	Are frequently used items within easy reach?			
3.	Is your workspace free from clutter?			
4.	Is your work area free from all slip, trip and fall hazards?			

Work Practices

Item	Practices	Yes	No	N/A
1.	Do you take breaks to stretch?			
2.	Do you ensure you have daily contact with your manager or coworkers by phone, email, Microsoft Teams etc.?			
3.	Do you take regular eye breaks from looking at your monitor?			

Posture

While working with computers or mobile technology, you may experience muscular fatigue and discomfort due to posture. Your posture often depends on the:

- Location of the computer or mobile technology
- Layout of the workstation
- Office furniture

Whether standing or sitting, you should be able to work in a neutral posture when working with a computer or mobile technology in order to minimize postural demands.

A **neutral sitting posture** is described as:

- Neck is upright and over the shoulders (not bent, twisted or forward)
- Relaxed shoulders (not slouched or raised)
- Upper arms hanging vertically alongside the body (not reaching)
- Elbows close to the body and at 90 degrees when typing
- Forearms horizontal to the ground
- Wrists straight (not bent up, down or sideways) when typing
- Back straight (not slouched) and well supported by the chair
- Thighs approximately horizontal to the ground
- Feet flat on the floor or on a footrest, with the feet at an angle of 90 degrees with the lower legs

Lighting

When planning your home office environment, you must consider:

- Overall lighting levels
- Position of lights and windows

Good lighting levels and positioning leads to minimal glare, appropriate contrast and less visual fatigue.

Glare

The lighting system in the home office should allow for uniform light levels. Glare is caused by large differences in light levels within the visual field. Excessive light levels may mask (or partially hide) what is shown on the screen. You can reduce or eliminate glare by:

- Tinting windows
- Using light-absorbing blinds or curtains
- Using parabolic louvres (which reduce the brightness of lights and distribute light evenly) on overhead lights
- Using desk and work equipment with a matte finish
- Positioning workstations between rows of overhead lights
- Using indirect lighting (light from fixtures does not shine into the work area directly but only after being reflected off ceilings and walls)
- Positioning computers in such a way that the line of sight is parallel to windows and overhead fluorescent lights



FOR IMMEDIATE RELEASE

The Northern Wellington partnership of the Township of Mapleton, Wellington North and the Minto Chamber of Commerce receives \$26,695 Digital Main Street Grant to help main street businesses use digital tools more effectively.

September 21st, 2020: The Northern Wellington partnership of the Township of Mapleton, Wellington North and the Minto Chamber of Commerce announced today that they have received a \$26,695 grant from Digital Main Street (DMS) to fund a Digital Service Squad to help downtown small businesses across Northern Wellington County to improve their online capabilities. Funding for the grant is provided by FedDev Ontario, a federal government program.

“This is great news for Northern Wellington, and we are excited by this opportunity to assist main street small businesses” said Aly Cripps Economic Development Coordinator for the Township of Mapleton and spokesperson for the partnership. “A vibrant downtown is key to a strong community and because of this grant we will be able to provide our businesses with the opportunity to take advantage of trained specialists who can teach them how to use new technologies and provide tools and training in order to stay competitive in today’s digital world.”

Established in 2018, The Digital Main Street program has already made a huge difference to small businesses in many communities during COVID and with this new round of funding both Minto and Wellington North will be able to continue to provide this support while Mapleton will be offering the service for the first time. Digital Main Street funding was recently extended thanks to an investment of \$42.5 million from the Federal Economic Development Agency for Southern Ontario (FedDev Ontario) and \$7.45 million from the Ministry for Economic Development, Job Creation and Trade (MEDJCT). The almost \$50-million investment will help small businesses across Ontario to pivot their operations to include online business models, regain lost revenue and become more resilient and competitive as the economy recovers. The Ontario BIA Association administers the DMS grant program to Ontario’s main street small businesses.

“Ontario’s small businesses are the backbone of our economy and the keystone of our economic recovery,” said Mélanie Joly, Minister of Economic Development and Official Languages and Minister responsible for the Federal Economic Development Agency for Southern Ontario. “That is why we have invested in Digital Main Street to help these enterprises adapt to doing business in a digital world and take advantage of the record number of people shopping online. Congratulations to Mapleton, Minto, and Wellington North for partnering together on this initiative. The work you’re doing with small businesses in your community will help keep our main streets vibrant, support good local jobs and help our economy come back strong.”



Fundamental to DMS's design are Digital Service Squads, trained specialists who meet with small businesses, at no cost, to help them improve their online presence. The squads assist with several activities, including developing a Google My Business profile, enhancing their social media presence, and providing support for basic website and e-commerce set-up. Squads will also assist qualified small businesses through the application process for a \$2,500 Digital Transformation Grant, which includes an online assessment, online training modules and the development of a Digital Transformation Plan (DTP).

"The COVID-19 pandemic hit Ontario's main streets hard, so Digital Main Street is needed more than ever," said Kay Matthews, executive director of OBIAA. "We know that businesses that participated in Digital Main Street last year were better able to cope when the pandemic hit, and we're excited that FedDev Ontario and MEDJCT are providing the funding to extend this important program to help businesses in communities like northern Wellington County."

After an extensive interview process the Digital Main Street specialist who has been hired to lead the Northern Wellington Digital Service Squad is Ashley Noble. Ashley is a resident of Harriston and will graduate from the Business Marketing Program at Conestoga College later this year. Ashley will start in this position on September 21st.

Additional Quotes

*"We are thrilled that the Federal Government and OBIAA are investing \$26,695 to help our local main street businesses use digital technologies to re-emerge from COVID-19 more successful and resilient than ever. Our downtown businesses attract visitors, create jobs, support families, and make life better for everyone who calls Northern Wellington County home. Thanks to the Federal Government and OBIAA for recognizing the importance of our main street businesses". **Andy Lennox, George Bridge & Gregg Davidson, Mayors of Wellington North, Minto & Mapleton***

*"Entrepreneurship can do a lot of great things when leaders are focused on meeting challenges with new ways of approaching the market, introducing new products or services, or solving day to day challenges through collaborations. The Digital Main Street program provides basic support to enhance online presence, allowing entrepreneurs to find new ways of connecting with their customers in these challenging times, and position them for growth going forward. Congratulations to Mapleton, Minto and Wellington North for partnering on this program and bringing this opportunity to your businesses." **Randy Pettapiece MPP Perth Wellington***

ABOUT OBIAA

OBIAA is the network that represents unique and vibrant BIAs across Ontario. The Association supports and advocates on behalf of its members through the building and nurturing of strong relationships and partnerships. OBIAA is a leader in the development and sharing of information, tools, resources, and best practices, and is the ONE voice on common issues.



ABOUT Digital Main Street

Digital Main Street is an innovative program designed to help main street small businesses achieve digital transformation. The program is built around an online learning platform, structured training programs, grants and Digital Service Squads teams of street-level experts that help main street small businesses manage and grow their operations through technology adoption. The program was originally created in 2016 by the Toronto Association of BIAs (TABIA) and a group of strategic partners including Google, MasterCard, Microsoft, and Shopify. For more information, please visit digitalmainstreet.ca

ABOUT Digital Main Street Ontario

Digital Main Street was expanded across all of Ontario in 2018 with funding from the Ontario Ministry of Agriculture, Food and Rural Affairs through the \$38 million Main Street Revitalization Initiative. It has been further extended through a funding from FedDev Ontario and MEDJCT. The new round of funding includes \$42.5 million from the Government of Canada's [Regional Relief and Recovery Fund](#), a national recovery initiative delivered by Canada's regional development agencies. With \$7.45 million from MEDJCT, this combined federal and provincial project will strengthen Ontario's economic capacity for innovation, entrepreneurship, and collaboration, and will promote the development of a strong and diversified Ontario economy. For more information, please visit digitalmainstreet.ca/ontariogrants

Media Contact:

Aly Cripps
Economic Development Coordinator
Township of Mapleton

519-638-3313 x042



DWSP Newsletter

Local Source Protection Committee Approves Annual Progress Report

The Source Protection Committee (SPC) approved this source protection region's annual progress report for submission to the Province of Ontario on May 1, 2020. This progress report documents the achievements we have made together to implement source protection plan policies that add protection to local municipal drinking water sources. You may download this report on the *Publications* page at home.waterprotection.ca

Highlights of the report include:

- 87% of the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Plan (SPP) policies that address significant drinking water threats have been fully implemented.
- Municipalities with vulnerable areas where significant drinking water threat policies apply have processes in place to ensure that their day-to-day planning decisions conform with the SPP policies. 95% of these municipalities have amended or are in the process of amending their Official Plan to conform with the SPP policies.
- There are 312 on-site sewage systems (septic systems) in this source protection region that are in the most vulnerable areas around municipal wells and subject to the mandatory re-inspection program. 98% of these systems have been inspected in accordance with Ontario Building Code.
- There are 152 drinking water protection zone signs that have been installed in the source protection region. The signs are installed on roads near municipal wells to alert citizens and emergency services that their actions in these zones can have an impact on a municipal drinking water source.
- 143 risk management plans (RMPs) have been established in this source protection region and there is 100% compliance by landowners with their individual plans.

"The Committee has spent more than 12 years developing the Source Protection Plan and its policies. Now, to see implementation going well is rewarding," said Committee Chair Bill Twaddle. During the COVID pandemic the local Source Protection Authorities and SPC has been able to meet their regulatory requirements under the Clean Water Act by holding meetings electronically. "Reviewing the annual progress report results and knowing that we are all doing our part to protect our region's drinking water sources confirms why we got involved in this critical program."

At the March 27, 2020 Source Protection Committee meeting, the following statement was provided: “The great progress to date on source protection plan implementation was made possible with the strong support and direct involvement of municipalities, agricultural and industry sectors, as well as other environmental and health-related stakeholder groups. It is important to note that there is an ongoing need for financial and stakeholder support and not to lose focus as the program approaches full implementation. While the number of remaining policies to be fully implemented is decreasing, a continued effort is required to address all significant threat policies as we approach the established implementation deadlines.” Source Protection Committee for Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region.

Source protection plan policies address 21 activities such as fuel or chemical storage, among others that can pose a significant threat to municipal drinking water sources in certain circumstances (for example, in certain quantities and in the most vulnerable locations such as municipal wellhead protection areas).

Section 36 Work Plan Approval and Amendments – Current Projects for 2020-2021

The Section 36 Workplan for Comprehensive Review and Update of the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Plan was approved by the Minister of the Environment, Conservation and Parks in January 2020.

The Workplan is required to include detailed steps for the comprehensive review and update of the Assessment Report and Source Protection Plan, and developed in consultation with the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Committee (SPC), municipalities, and the Ministry of the Environment, Conservation and Parks.

The Workplan activities focus on possible amendments to address increased salt storage and application threats; potential new municipal drinking water systems; fuel storage threats around the East Linton drinking water intake; policy effectiveness in respect to some higher risk areas; and associated edits due to provincial technical rule updates.

Going forward, any activities that impact a municipal drinking water supply and its users will follow a full public consultation process, as was conducted for previous Source Protection Plan amendments. Current pandemic protocols will apply to any consultation.

The Source Protection Committee has pursued the goal of clean, safe drinking water for residents and visitors to this Region and will continue these efforts as we continue with the Source Protection Plan implementation.



Commemorating 20 years since the water tragedy in Walkerton

This office placed social media posts on Twitter and Facebook to highlight the progress in water protection and the multi-barrier approach as part of a larger spring social media campaign that included content from Conservation Ontario. Due to Covid-19 Pandemic restrictions, an event in Walkerton was cancelled that would have included Justice O'Connor in attendance.

Scott Dunn, journalist with the Owen Sound Sun Times media group wrote a series of four articles, where past and present SPC members and staff are quoted:

1. <https://www.owensoundsuntimes.com/news/local-news/signs-point-to-walkertons-emergence-from-e-coli-disaster> (May 18, 2020)
2. <https://www.owensoundsuntimes.com/news/local-news/oconnor-restored-our-dignity-amid-walkerton-disaster> (May 19, 2020)
3. <https://www.thepost.on.ca/news/local-news/safer-tap-water-a-legacy-of-walkertons-tragedy> (May 29, 2020)
4. <https://www.thepost.on.ca/news/local-news/water-experts-call-on-province-to-extend-source-water-protection> (June 2, 2020)

There were commemoration articles featured in other news media too, including the Ontario Farmer publication - <https://www.ontariofarmer.com/news/farm-news/how-negligence-at-one-well-spurred-on-a-water-bureaucracy>

A new scholarship fund to support local students wishing to pursue careers in environmental science or clean water management was announced this year by the Municipality of Brockton. The Walkerton Clean Water Legacy Scholarship will honour those who suffered because of the water crisis and support the next generation of students embracing environmental stewardship and the protection of clean water. The fund will be administered through Community Foundation Grey Bruce, a charitable organization with over \$1.8 million invested in education funds. The Municipality of Brockton has set aside \$2,500 towards the scholarship fund, which will grow through donations from individuals and organizations.

Resources/Reference List – Walkerton Water Tragedy

Goal: Continued Awareness of need to protect drinking water sources

Format	Description/Location
Slide Deck	From Infamy to Excellence – Bruce Davidson https://www.gov.nl.ca/mae/files/waterres-training-adww-decade-15-bruce-davidson.pdf

Books	<p>Ensuring Safe Drinking Water: Learning from Frontline Experience with Contamination Paperback – May 15 2014 by Steve Hrudey (Author)</p> <ul style="list-style-type: none"> ISBN-10: 1583219242 ISBN-13: 978-1583219249 <p>Well of Lies: The Walkerton Water Tragedy Hardcover – March 26 2002 by Colin Perkel</p> <ul style="list-style-type: none"> ISBN-10: 0771070195 ISBN-13: 978-0771070198
Case Studies	<p>Walkerton Case Study from Safewater.org https://www.safewater.org/operation-water-health-1/2017/1/27/walkerton-case-study https://www.safewater.org/fact-sheets https://www.safewater.org/fact-sheets-1/2017/1/23/cost-benefit-analysis</p>
Libraries	<p>Walkerton Clean Water Centre Resource Library Online - you can search multiple topics and a search for https://wcwc.ca/services/drinking-water-resource-library/</p>
Inquiry Resources	<p>This is the official website of the public inquiry into the E.Coli contamination of the water supply in Walkerton, Ontario, and into the safety of Ontario's drinking water, established by the government of Ontario under the Public Inquiries Act. http://www.archives.gov.on.ca/en/e_records/walkerton/index.html</p>
Teacher Resources	<p>http://resources4rethinking.ca/en/resource/case-study-walkertons-tragedy Deadly Water: The Lessons of Walkerton https://media.curio.ca/filer_public/8f/7f/8f7fad52-2d78-46e0-aa78-44d5cadc9de1/walkerton-sep00.pdf</p>
Articles	<p>https://cela.ca/the-walkerton-tragedy-lessons-learned-and-unfinished-business/ https://www.cbc.ca/news/canada/inside-walkerton-canada-s-worst-ever-e-coli-contamination-1.887200</p>

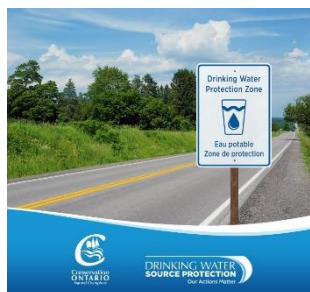
20th Grey Bruce Children's Water Festival Postponed to 2021

In 2021, grade 4 students from 2020 will be invited to attend as “senior stewards”, along with the current grade-2021 4s so that they will not miss out on the experience of attending a water festival. A contest for a special 20th anniversary festival logo was held for grade 4 students across the region in 2020. Also, a contest for a new 20th anniversary activity was held for high school students across the region. The activity will be featured at next festival. The organizing committee is really looking forward to seeing everyone at the 20th anniversary event! Sponsors and volunteers are welcome.



Next Source Protection Committee Meeting

Tentative date: November 27, 2020 – Source Protection Committee Meeting
Video Teleconference



Drinking Water Source Protection Newsletter

237897 Inglis Falls Road
Owen Sound, ON N4K 5N6
Phone: 519-470-3000 Toll free: 877-470-3001
Editor: k.gillan@waterprotection.ca
Website: home.waterprotection.ca
Facebook: <https://www.facebook.com/pages/Drinking-Water-Source-Protection>
Twitter: https://twitter.com/SV_GS_NBP

Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region
home.waterprotection.ca





Fall 2020
3rd Quarter

The INFORMANT

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

CSGW AWARDS RECIPIENT

Crime Stoppers Guelph Wellington is extremely proud to be recognized at the provincial level for our efforts in 2019.

In the 100,001-299,999 population category, CSGW won 4 awards.

1. Top of the list is the Marla Moon Memorial Award of Excellence. Fifth year in a row!

This award is given to the program that best exhibits its commitment to the Crime Stoppers mission, through tip management, community outreach, media engagement, and volunteerism.

2. Best Radio in partnership with **Magic 106 FM** for an episode entitled *Afternoon Drive with Brad*.

3. Best Video in partnership with **Wightman TV** for a feature on the *River Classic Golf Tournament*.

4. Best Student Engagement in partnership with Wellington **County OPP and Guelph Police Service** for *EPACT—Educate Parents and Children Together*.

CSGW BOARD NEWS

Longtime member of 15 years, Marlene Coughlin, is stepping down from the Board and moving over to our Friends of Crime Stoppers.

In this capacity Marlene will still be involved with the program and helping out at our events. This is great news as Marlene has been a great contributor and is a huge advocate of the program.

We wish to acknowledge the tireless efforts made by Marlene during her tenure and say "Thank You."



www.csgw.tips

PROGRAM EDUCATION



Due to COVID-19 restrictions, CSGW has transitioned from traditional methods of providing CSGW program education, to online platforms.

Free presentations are being offered for student programs, seniors programs, human trafficking and EPACT (Educate Parents and Children Together).

Check our website for further details and follow us on our social media – Facebook, Twitter and Instagram.

You can also email us at info@csgw.tips

PROGRAM STATISTICS

Since inception from 1988 through August 2020

Total # of Tips	21,738
Arrests	1,566
Charges Laid	4,385
Narcotics Seized	\$27,374,322
Property Recovered	\$10,262,501
Authorized Rewards	\$173,455

UPCOMING EVENTS

MOUNT FOREST SHRED EVENT



SATURDAY OCTOBER 31st 2020—9am-12noon

This event is a drive-thru operation and will be held in the parking lot at **Wellington North Fire Services**, located at **381 Main Street, N. in Mount Forest**.

Shredding services will be provided by **Wasteco**, who will have their mobile truck available on site.



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.

Appropriate social distancing measures will be in place in keeping with Covid-19 best practices.

Sponsored by:

Desjardins—Agent Deryck West

The Co-operators—Agent Robert J. Cattel & Associates

Further details are posted on our website and through our social media.

PAST EVENTS

GUELPH SHRED EVENT

A HUGE SUCCESS! This was our 10th year of holding the event and our best on record.

The event took place Saturday, September 12th 2020, and for a second year was held on the Skyjack property on Woodlawn Road.

THANK YOU TO OUR COMMUNITY! We raised \$3,970!!

The weather was wonderful and the turnout was amazing. We appreciate the positive feedback about the service we are providing. We thank you for your patience as we recognize this year was like no other and wait times were longer. We hope you can now feel a little safer, knowing your personal identifiable documents and have been destroyed.

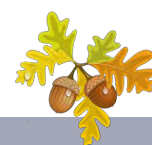
Our community and media partners can certainly take credit for promoting the event. A special shout out to Guelph Fire Services for messaging on their road signs!



We are proud of the ongoing partnership we have established with **Skyjack**.

Thank you to **Wasteco** who provided the mobile shredding services and additional support.

Pencil in on your calendars for next September and be sure to check our website closer to the date, under upcoming events. **www.csgw.tips**





#take10Wellington and Celebrate a safer Wellington County!

(Wellington County), Thursday, October 1, 2020 - As part of *Safe Communities Day*, the Leadership Table from Safe Communities *Wellington County* are asking residents to help reduce the number of preventable injuries that are happening in their communities by taking 10 minutes. Give yourself 10 minutes extra to drive your kids to school to prevent speeding and aggressive driving; Take an extra 10 minutes cleaning up clutter in your home, preventing a fall; Take 10 to meditate to ground yourself and improve your mental health...The sky is the limit!

About Safe Communities Day

Now in its 16th year, *Safe Communities Day* is an annual public awareness campaign designed to recognize and reward the great work Safe Communities do in Canada and around the world.

Linked to an international movement begun in 1989, Canadian Safe Communities believe that a safe life is a basic right and its designation is a public affirmation of, and testament to, a community's aspiration to create a safer life for all its citizens.

"I love that we are empowering the residents of Wellington County to be part of the solution; working to compliment the, already, amazing work that our first responders and other safety organizations across Wellington County are accomplishing, " says Christine Veit, Program Coordinator, Safe Communities Wellington County.

About Safe Communities Wellington County

The vision of Safe Communities Wellington County is to make Wellington County, the safest and healthiest place in which to live, learn, work and thrive in Canada."

A safe community is one that promotes safe and healthy behaviors and protects people from hurt and harm. On November 22, 2012 residents and representatives from private, public and non-government organizations met to prioritize seven injury categories and to identify the top three priorities for Wellington County.

About Parachute

Parachute is part of the Pan Pacific Safe Communities Network and is involved in the International Safe Communities Network. Parachute is a national charity helping Canadians *stop the clock* on preventable injuries. The injury impact is staggering. Through education, knowledge and empowerment, Parachute is working to save lives and create an injury-free Canada. For information, visit us at parachute.ca.

- 30 -

For information:

Christine Veit
Program Coordinator,
Safe Communities Wellington County
226-820-1413 (c)
safecwc@gmail.com

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 078-20

PROVISIONAL DRAIN BYLAW

BEING a Provisional Drain By-law to provide for the repair of the Vos Drainage Works.

WHEREAS the Township of Wellington North is required to undertake such repairs in accordance with Section 74 and Section 75 of *The Drainage Act*, R.S.O. 1990.

AND WHEREAS the work to be done is repair of several tile blowouts, a catch basin repair and replace approximately 7 metres of failed concrete tile in Lot 26, Concession 1, West Garafraxa Geographical Township.

AND WHEREAS the estimated cost of such repairs is: \$ 1,297.44

AND WHEREAS the costs of the repairs shall be assessed against all lands and roads in the watershed upstream of the point of commencement of the repair work being done, prorata with the last revised Schedule of Assessment for the respective drain;

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

1. That the estimated costs of repair shall be prorated as outlined in Schedule "A" attached hereto;

READ A FIRST AND SECOND TIME THIS 28TH DAY OF SEPTEMBER, 2020.

ANDREW LENNOX MAYOR

KARREN WALLACE, CLERK

**READ A THIRD TIME AND FINALLY PASSED THIS 16th DAY OF
NOVEMBER, 2020**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

Con	Lot	Roll No.	1966 Owner	Current Owner	Drain B Original Assess. Benefit	Drain B Original Assess. Outlet	Total Original Assess.	Current Repair Assess.	1/3 Grant	CURRENT NET ASSESS.
Township of Peel (now Mapleton Township)										
*	A	7	5-171-57	M. Lawrence	30.00		30.00	15.82		15.82
*			5-171-58		30.00		30.00	15.82		15.82
*			5-171-59		30.00		30.00	15.82		15.82
*			5-171-60		30.00		30.00	15.82		15.82
*			5-171-61		30.00		30.00	15.82		15.82
Total Assessments on Lands:					150.00		150.00	79.10	0	79.10
1/2 Town Line (now Jones Baseline)			Twp of Peel	Mapleton Township	330.00		330.00	174.05	0.00	174.05
Total Assessments on Roads:					330.00		330.00	174.05	0	174.05
TOTAL VOS DRAIN - BR B REPAIR MAPLETON TOWNSHIP:					480.00		480.00	253.15	0	253.15
Township of West Garafraxa (now Center Wellington & Wellington North)										
Township of Center Wellington										
1	W1/2 25	290040	H. Rohn		75.00	75.00	150.00	79.11	26.37	52.74
Township of Wellington North										
1	W1/2 26	180060	R. Vos		780.00		780.00	411.38	137.13	274.25
Total Assessments on Lands:					855.00	75.00	930.00	490.49	163.50	326.99
Side Rd. 25-26 (now Metz Sideroad)			Twp of W Garafraxa	Twp of Wellington North	450.00	150.00	600.00	316.45	0	316.45
1/2 Town Line (now Jones Baseline)			Twp of W Garafraxa	Twp of Wellington North	330.00	120.00	450.00	237.35	0	237.35
Total Assessments on Roads:					780.00	270.00	1,050.00	553.80	0	553.80
TOTAL VOS DRAIN - BR B TOWNSHIP OF WELLINGTON N. REPAIR:					1,635.00	345.00	1,980.00	1,044.29	163.50	880.79
TOTAL VOS DRAIN - BR B					2,115.00	345.00	2,460.00	1,297.44	163.50	1,133.94
* Section 65 reapportionments done										

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

BY-LAW NUMBER 079-20

**BEING A BY-LAW TO AMEND BY-LAW NUMBER 060-15, BEING
A BY-LAW TO PRESCRIBE SPEED LIMITS FOR VARIOUS
HIGHWAYS UNDER THE JURISDICTION OF THE CORPORATION
OF THE TOWNSHIP OF WELLINGTON NORTH**

WHEREAS the Council of The Corporation of the Township of Wellington North
deems it expedient amend By-law 060-15

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

1. **THAT** By-law 060-15 be amended by adding to Schedule "B" as follows:

"Maximum rate of speed – 60 kilometres per hour
Sideroad 3 West from Sally Street to Wellington County Road 6"
2. **THAT** this by-law shall come into force and take effect, when properly worded signs have been erected.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 28TH DAY OF SEPTEMBER , 2020.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

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

BY-LAW NUMBER 080-20

**BEING A BY-LAW TO AUTHORIZE A SITE PLAN AGREEMENT
WITH KING'S COURT APARTMENTS INC.**

WHEREAS King's Court Apartments Inc. is the registered Owner

WHEREAS it is deemed expedient to enter into such an Agreement with King's Court Apartments Inc. on the following lands:

PT LT 16 W/S FERGUS ST PL TOWN OF MOUNT FOREST, PTS 1, 3 & 4, 61R20426, PT LT 17 W/S FERGUS ST PL TOWN OF MOUNT FOREST, PTS 6 & 8, 61R20426 & PT LT 18 W/S FERGUS ST PL TOWN OF MOUNT FOREST, PT 1, 61R11262; SUBJECT TO AN EASEMENT AS IN RO801447; SUBJECT TO AN EASEMENT AS IN DN47384; TOWNSHIP OF WELLINGTON NORTH

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

1. The Corporation shall enter into a Site Plan Agreement with King's Court Apartments Inc. in the form, or substantially the same for as the draft Agreement attached hereto as Schedule 1.
2. The Mayor and the Clerk of the Corporation are hereby authorized and directed to sign the By-law to enter into the Agreement on behalf of the Corporation
3. And the Clerk be hereby directed to cause notice of the said Agreement to be registered on the title to the lands.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 28th DAY OF SEPTEMBER, 2020.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

SITE PLAN CONTROL AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2020.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
(the "Township")
OF THE FIRST PART

-and-

KING'S COURT APARTMENTS INC.
(the "Owner")
OF THE SECOND PART

WHEREAS the Owner is the registered owner of the Lands described as PT LT 16 W/S FERGUS ST PL TOWN OF MOUNT FOREST, PTS 1, 3 & 4, 61R20426, PT LT 17 W/S FERGUS ST PL TOWN OF MOUNT FOREST, PTS 6 & 8, 61R20426 & PT LT 18 W/S FERGUS ST PL TOWN OF MOUNT FOREST, PT 1, 61R11262; SUBJECT TO AN EASEMENT AS IN RO801447; SUBJECT TO AN EASEMENT AS IN DN47384; TOWNSHIP OF WELLINGTON NORTH

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

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

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

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

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

1. Plans showing the location of all buildings and structures to be erected on the Lands and showing the location of all facilities and works to be provided in conjunction therewith including, without limitation, all facilities and works required under Section 3 below (the "Plans").
2. Construct all buildings, structures, facilities and works in accordance with the Plans.
3. The Owner agrees that the building or buildings shall be erected and the project shall be completed in accordance with the Plans and all applicable laws, including without limitation, the exterior building design, site, elevation, landscape-buffering and layout plans as approved by the Township, subject only to such changes as are approved, in writing, by the Township. The Township reserves the right to waive or rescind any term or condition contained in this Agreement provided that such condition is waived or rescinded by Resolution of Council.

4. The Owner agrees that there shall be no outside storage on the Lands other than as provided in Paragraph 3 of this Agreement.
5. The Owner agrees that all surface and roof drainage will be controlled on the Lands and taken to an outlet with catchbasins, where necessary, in a manner approved by the Township and/or the County of Wellington.
6. The Owner agrees that snow shall be removed from the parking lot area for the Lands.
7. The provisions set out in Schedule "B" to this Agreement are site specific requirements that relate to the Lands and, to the extent that there is any inconsistency or conflict between the two sets of provisions, the terms of Schedule "B" shall prevail.
8. The Owner agrees to dedicate to the Township, free and clear of all encumbrances, all easements and lands required by the Township for the construction, maintenance and improvement of any existing or newly required watercourses, ditches, land drainage works and sanitary sewage facilities on the Lands and, on request by the Township, to deliver the properly executed documents in registrable form to the Township in order to complete the dedication to the Township and to pay all costs incurred by the Township in respect to the aforementioned dedications.
9. The Owner shall, where required by Township and/or County of Wellington resolution, dedicate to the Township and/or to the County widening of highways that abut on the Lands at no cost to the Township and/or County, free and clear of all encumbrances.
10. The Owner hereby releases and indemnifies the Township, and, where applicable, the County of Wellington, its servants, agents and contractors from any and all liability and associated costs, claims or demands in respect of the proper maintenance and operation of the matters and facilities required by virtue of this Agreement.
11. In the event works are to be performed by the Owner, its servants or its agents on lands owned by or to be conveyed to the Township,
 - (a) The Owner shall supply the Township with a comprehensive liability insurance policy in form satisfactory to the Township, holding the Township, its servants or agents, harmless for claims for damages, injury or otherwise in connection with the work done by the Owner, its servants or agents in or adjacent to the lands to be developed under this Agreement in the amount of Five Million (\$5,000,000.00) Dollars inclusive. The Township is to be named as an insured in the said policy.
 - (b) The Owner shall, upon the earlier of (a) commencing any works on the Lands, or (b) issuance of a building permit, supply the Township with cash or a Letter of Credit (the "security") in form satisfactory to the Chief Administrative Officer (CAO) and in an amount of Forty Thousand (\$40,000.00), sufficiently guaranteeing the satisfactory completion of the site works on Township property described in or contemplated by this Agreement and further guaranteeing the workmanship and materials and the repair of all damage to works or facilities required by this Agreement for a period of one (1) year from the date that such works are constructed receive written approval from the Township Engineer. The security must further guarantee payment to the Township of all inspection or other costs that the Township may incur as a result of this Agreement. When the work is completed to the satisfaction of the Township Engineer, the Letter of Credit may be reduced to an amount equal to Ten (10%) per cent of the original amount determined by the Township Engineer for each phase and shall not be further reduced until the Township Engineer has approved the works at the end of the said one (1) year period.

12. In the event works are to be performed by the Owner, its servants or its agents on lands other than lands owned by the Township, the Owner shall:
- a) upon the earlier of (a) commencing any works on the Lands, or (b) issuance of a building permit supply the Township with, a letter of credit or other satisfactory security in an amount equal to 50% to a maximum of \$50,000 of the cost of works and facilities relating to storm drainage, surface treatment of parking areas, landscaping, buffer strips, fencing, grading, curbing and similar physical improvement works.
 - b) complete the said works and facilities within a period of twenty (20) months from the date of issuance of a building permit, or within twenty (20) months of the execution of this agreement by the Township if no building permit is required by the development provided for herein, and provide satisfactory proof of completion of the said works including applicable survey, engineering, architectural (including landscape architect where required), or another professional certification, at the owner's sole expense.
 - c) Upon failure of the owner to complete the said works and facilities within the said twenty (20) month period, the Township may draw on the said letter of credit or other satisfactory security, such amount or amounts as may be required to pay for the work done or to be done pursuant to the provisions of this section and the Township and/or its authorized agents are hereby authorized to enter upon the lands to perform the said works and facilities.
- Section 427 of the Municipal Act, S.O. 2001, c. 25, as amended, applies to this Agreement and in the event the Owner fails to perform the works and facilities required to be done herein, such works and facilities may be done by the Township at the Owner's expense and the Township may recover the expense in doing so by action or the same may be recovered in like manner as municipal taxes
13. The Owner shall grade the lands and maintain the grading elevations in order to provide for surface drainage which shall be as provided for in the Site Plan. The Owner shall not use or cause or permit to be used any new construction on the lands until after an as-built grading survey has been provided and a professional engineer or architect has given Township, at the Owner's expense, a letter of compliance for grading and drainage and Storm Water Management and signed by the engineer or architect certifying that all services, structures, works and facilities on or in the said lands which fall within the provisions of Section 41 of the Act and are required for this development by the Site Plan and this Agreement and not contained within a building, have been installed and completed in a manner satisfactory to the engineer or architect.
14. The Owner is responsible for dust control of all dust resulting from the development, whenever necessary. To eliminate dust, the owner may be required to apply dust suppressants, covering stock piles of top soil with tarps or applying ground cover to the areas that have been stripped and left undeveloped at the direction of the Township.
15. The Township and Owner agree that the Owner may choose to develop the lands in phases and in accordance with the approved phasing plan, as shown on the approved Site Plans. In such case, the Owner agrees as follows:
- (a) that the Owner will not apply for nor will the Township be obligated to issue a building permit for such phase(s) until the provisions of this section have been complied with and the Owner has provided evidence that servicing capacity is available to accommodate the particular development phase, to the satisfaction of the Township;
 - (b) that the Owner shall submit to the Township for review and approval proper plans and specifications showing the works and facilities required

for site plan approval of each phase;

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

---- Remainder of This Page Intentionally Left Blank ----

THIS AGREEMENT is executed by the Township this ____ day of _____, 20__.

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

Andrew Lennox - Mayor

Karren Wallace - Clerk
We have authority to bind the corporation.

THIS AGREEMENT is executed by the owners this ____ day of _____, 20__.

KING'S COURT APARTMENTS INC.
Per:

Ilia Routkevitch - President

Kelly Routkevitch – Vice President
We have authority to bind the corporation.

DEVELOPER'S MAILING ADDRESS:	137 Passchendaele Street, Woodstock, ON N4T 0J4
DEVELOPER'S PHONE NUMBER:	(519) 871-7989
DEVELOPER'S EMAIL ADDRESS:	ilia.routkevitch@gmail.com

SCHEDULE "A"

Approved Plans and Drawings

- Drawing No. 1 – Servicing Plan, Revision No. 4, dated July 6, 2020, prepared by B.M. Ross and Associates Limited
- Drawing No. 2 – Grading Plan, Revision No. 4, dated July 6, 2020, prepared by B.M. Ross and Associates Limited
- Drawing No. 3 – Profile and Details, Revision No. 4, dated July 6, 2020, prepared by B.M. Ross and Associates Limited
- Photometric Lighting Design Plan, dated August 18, 2020, prepared by Ideal Supply Inc.
- Design Report – Stormwater Management Design for King's Court Apartment Development, 187 King Street East, dated August 18, 2020, prepared by B.M. Ross and Associates Limited
- Design Brief, dated April 20, 2020, prepared by B.M. Ross and Associates Limited
- Drawing No. A1.0 – Site Plan, Revision No. 2, dated July 13, 2020, prepared by MW Drafting and Design
- Drawing No. E1.0 – Electrical Ducting Plan, Revision No. 2, dated July 13, 2020, prepared by MW Drafting and Design
- Drawing No. L1.0 – Landscape Plan, Revision No. 2, dated July 13, 2020, prepared by MW Drafting and Design
- Driveway Channel Calculation, prepared by B.M. Ross and Associates Limited
- Stage Storage Discharge MIDUSS Output, dated July 6, 2020, prepared by B.M. Ross and Associates Limited
- External King Street Catchment Data, prepared by B.M. Ross and Associates Limited

SCHEDULE "B"

Site Specific Requirements

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

- The owner agrees that the building or buildings to be constructed will meet the definition of Purpose Built Rental Housing as per Township of Wellington North By-Law No. 059-18
 - i. "Purpose-Built Rental Housing" means a residential use building or structure that consists of four (4) or more dwelling units that will remain as rental housing for a period of at least 20 years from the date of issuance of a building permit.

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

BY-LAW NUMBER 081-20

**BEING A BY-LAW TO AMEND BY-LAW 053-07 BEING A BY-LAW
TO APPOINT A LIVESTOCK VALUATOR**

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

THAT By-law 053-07 be amended by adding Steve Dineen as a livestock valuator for the Township of Wellington North;

AND FURTHER THAT By-law 053-07 be amended by removing Gord Flewwelling as a livestock valuator for the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 28th DAY OF SEPTEMBER 2020.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

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

BY-LAW NUMBER 082-20

**BEING A BY-LAW TO AMEND BY-LAW 99-10 BEING A BY-LAW
TO APPOINT FENCE VIEWERS AND FIX THEIR REMUNERATION**

WHEREAS the Township of Wellington North enacted By-law Number 99-10,
being a by-law to appoint fence viewers and fix their remuneration;

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

THAT By-law 99-10 be amended by showing Steve Dineen as a fence viewer for
Wellington North;

AND FURTHER THAT By-law 99-10 be amended by removing Gord Flewwelling as
a fence viewer for the municipality of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 28th DAY OF SEPTEMBER , 2020.**

ANDREW LENNOX , MAYOR

KARREN WALLACE, CLERK

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

BY-LAW NUMBER 083-20

**BEING A BY-LAW TO APPOINT A POUNDKEEPER FOR THE
TOWNSHIP OF WELLINGTON NORTH AND TO ESTABLISH THE
DUTIES OF THE POUNDKEEPER AND REPEAL BY-LAW 068-16**

WHEREAS, the Township of Wellington North deems it expedient to appointment a Poundkeeper.

**THEFORE THE COUNCIL OF THE TOWNSHIP OF WELLINGTON NORTH
ENACTS AS FOLLOWS:**

1. That Steve Dineen is hereby appointment Poundkeeper of the Township of Wellington North.
2. That the Poundkeeper shall have the duty of carrying out and enforcing the *Pounds Act, R.S.O. 1990, c.P.17*, as amended, and any applicable municipal by- laws or any other Act governing impounding of animals.
3. That this by-law shall come into force and take effect upon being passed by Council.
4. That By-law Number 086-16 is hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
28th DAY OF SEPTEMBER 2020.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 084-20

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 SEPTEMBER 28, 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 September 28, 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 28TH DAY OF SEPTEMBER, 2020.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK