

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MEETING AGENDA OF COUNCIL
OCTOBER 21, 2019 @ 7:00 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

**PAGE
NUMBER**

CALLING TO ORDER – Mayor Lennox

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the October 21, 2019 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

O ' CANADA

RECESS TO MOVE INTO PUBLIC MEETING

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North recess the Regular Council Meeting of October 21, 2019 for the purpose of holding a Public Meeting under the Planning Act:

- Erla and Marvin Bauman, Zoning By-law Amendment

RESUME REGULAR MEETING OF COUNCIL

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the October 21, 2019 Regular Meeting of Council.

PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETINGS

- | | |
|--|-----|
| 1. By-law Number 094-19 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North (Part Lot 18, Concession 10, Geographic Township of Arthur, civic address of 8949 Concession 11 – Erla and Marvin Bauman) | 001 |
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Recommendation:

THAT By-law Number 076 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted. (Part Lot 18, Concession 10, Geographic Township of Arthur, civic address of 8949 Concession 11 – Erla and Marvin Bauman)

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

- | | |
|---|-----|
| • Public Meeting, October 7, 2019 | 005 |
| • Regular Meeting of Council, October 7, 2019 | 008 |

Recommendation:

THAT the minutes of the Public Meeting and the Regular Meeting of Council held on October, 7, 2019 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

ITEMS FOR CONSIDERATION

1. MINUTES

- | | |
|---|-----|
| a. Saugeen Conservation Authority, Authority Meeting Minutes, July 16, 2019 | 018 |
|---|-----|

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive the Saugeen Conservation Authority, Authority Meeting Minutes of July 16, 2019

2. PLANNING

- a. Planning Report prepared by Jameson Pickard, Senior Policy Planner, dated October 10, 2019, regarding Proposed Amendments to the Aggregate Resources Act 023

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive for information the Planning Report prepared by Jameson Pickard, Senior Policy Planner, dated October 10, 2019, regarding Proposed Amendments to the Aggregate Resources Act.

- b. Planning Report prepared by Michelle Innocente, Senior Planner, dated October 15, 2019, regarding Proposed Part Lot Control Exemption for 579575 Ontario Ltd., Part Lot 3, South of Miller Street, Parts 1 and 3, Reference Plan 61-21568, 170 Miller Street, Township of Wellington North (Mount Forest) 031

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive the Planning Report prepared by Michelle Innocente, Senior Planner, dated October 15, 2019, regarding Proposed Part Lot Control Exemption for 579575 Ontario Ltd., Part Lot 3, South of Miller Street, Parts 1 and 3, Reference Plan 61-21568, 170 Miller Street, Township of Wellington North (Mount Forest).

- c. Report DC 2019-005 Consent Application B62-19 (Johanna Baars & Patrick Ven Den Eijnden) 033

Recommendation:

THAT Council of the Township of Wellington North receive DC Report 2019-005 being a report on Consent Application B62-19 known as 7470 Second Line, Arthur (Part Lot 33, Concession 2, West Garafraxa);

AND FURTHER THAT; Council could support this application as an agricultural related use severance provided that the lot size is reduced to only include the existing greenhouse and nursery operations (approx. 1.8ha [4.4ac]).

AND FURTHER THAT; Should the Planning & Land Division Committee approve the consent as proposed on application B62-19, the following matters are to be addressed as conditions of approval:

- *THAT Payment be made of the fee of \$130.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;*
- *THAT a Parkland dedication fee be paid (\$1,000 in 2019);*
- *THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;*
- *THAT the Owner receive approval from the applicable road authority in a manner deemed acceptable to that road authority for an entrance to the severed parcel;*
- *THAT the severed parcel be rezoned, removing the site specific zoning that allows the greenhouse operation to the satisfaction of the Township;*
- *THAT the Owner enter into an agreement apportioning future maintenance costs on Jakobs Drain Branch A and B;*
- *THAT servicing can be accommodated on the severed and retained lands to the satisfaction of the local municipality;*
- *THAT any concerns of the Conservation Authority are adequately addressed.*

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

3. BUILDING

- a. CBO 2019-16 Building Permit Review Period Ending September 30, 2019 038

Recommendation:

THAT Council of the Corporation of Township of Wellington North receive Report CBO 2019-16 being the Building Permit Review for the period ending September 30th, 2019.

4. FINANCE

- a. Cheque Distribution Report, August 21, 2019 040

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive the Cheque Distribution Report dated August 21, 2019.

- b. Third Quarter Variance Report 044

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive the Third Quarter Variance Report.

5. FIRE

- a. Wellington North Fire Service, Communique #71, September 2019 048

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive the Wellington North Fire Service, Communique #71, September 2019.

6. OPERATIONS

- a. Report OPS 2019-021 being a report on the Township's Year-to-Date Wastewater Treatment Plant Flows 053

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2019-021 being a report on the Township's Year-to-Date Wastewater Treatment Plant Flows.

- b. Report OPS 2019-022 being a report on the Township's 2019 Drinking Water System Inspection Reports 057

Recommendation:

THAT the Council of the Township of Wellington North receive for information Report OPS 2019-022 being a report on the Township's 2019 Drinking Water System Inspection Reports;

AND FURTHER THAT Council direct staff to publish the inspection reports shown in Schedule A and Schedule B on the Township's website;

AND FURTHER THAT Council direct staff to publish the media release as shown in Schedule C of Report OPS 2019-022.

7. COUNCIL

- a. The Royal Canadian Legion BR. 134, Mount Forest, correspondence dated October 9, 2019, request permission to distribute poppies and proclaim November 11, 2019 as Remembrance Day 104

Recommendation:

THAT the Council of the Corporation of Township of Wellington North declare November 11, 2019 as Remembrance Day and grant permission to the Royal Canadian Legions, Arthur and Mount Forest for the distribution of poppies within Wellington North.

- b. Wellington-Dufferin-Guelph Board of Health, Highlights for October 2019

105

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive the Wellington-Dufferin-Guelph Board of Health, Highlights for October 2019.

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 October 21, 2019 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted.

CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION AND ADOPTION

NOTICE OF MOTION

COMMUNITY GROUP MEETING PROGRAM REPORT

BY-LAWS

- a. By-law Number 093-19 being a by-law to exempt lands from Part Lot Control (Part Lot 3, South of Miller Street being Parts 1 and 3 on Reference Plan 61-21568 of the Town of Mount Forest, the Township of Wellington North 106

Recommendation:

THAT By-law Number 093-19 be read a First, Second and Third time and enacted.

CONFIRMING BY-LAW NUMBER 095-19

108

Recommendation:

THAT By-law Number 095-19 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on October 21, 2019 be read a First, Second and Third time and enacted.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of October 21, 2019 be adjourned at __:__.pm.

MEETINGS, NOTICES, ANNOUNCEMENTS

Saugeen Economic Development Corporation AGM	October 23, 2019	8:00 a.m. – 11:00 a.m.
Arthur BMX/Skateboard Park Ad Hoc Advisory Committee	October 28, 2019	7:00 p.m.
Regular Council Meeting	November 4, 2019	2:00 p.m.
Mount Forest BIA AGM	November 5, 2019	7:30 a.m.
Live2Lead	November 7, 2019	5:00 p.m. – 8:00 p.m.
Arthur BIA Information Session & Public Open House	November 14, 2019	6:00 p.m. – 8:00 p.m.
Regular Council Meeting	November 18, 2019	7:00 p.m.
Wellington North Cultural Roundtable	November 21, 2019	12:00 p.m.
Arthur Downtown Revitalization Committee	November 27, 2019	7:00 p.m. – 9:00 p.m.
Mount Forest Downtown Revitalization Committee	November 28, 2019	7:00 p.m. – 9:00 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

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 094-19

BEING A BY-LAW TO AMEND BY-LAW 66-01, BEING A ZONING BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Section 34 of The Planning Act, R.S.O. 1990, as amended

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

1. THAT Schedule "A" Map 1 to By-law 66-01 is amended by changing the zoning on lands described as Part Lot 18, Concession 10 in the Geographic Township of Arthur as shown on Schedule "A" attached to and forming part of this By-law from:

- **Agricultural (A) to Agricultural Exception (A-91)**

2. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

33.91 Part Lot 18, Con 10 8949 Concession 11	A-91	Notwithstanding any other section of this by-law to the contrary, a Kennel may be permitted in addition to the uses permitted under the Agriculture (A) Zone, and shall operate in accordance with the regulations set out in the Townships Dog Licencing By-law, as amended;
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4. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.

5. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

READ A FIRST, SECOND THIRD TIME THIS 21ST DAY OF OCTOBER 2019.

**ANDREW LENNOX,
MAYOR**

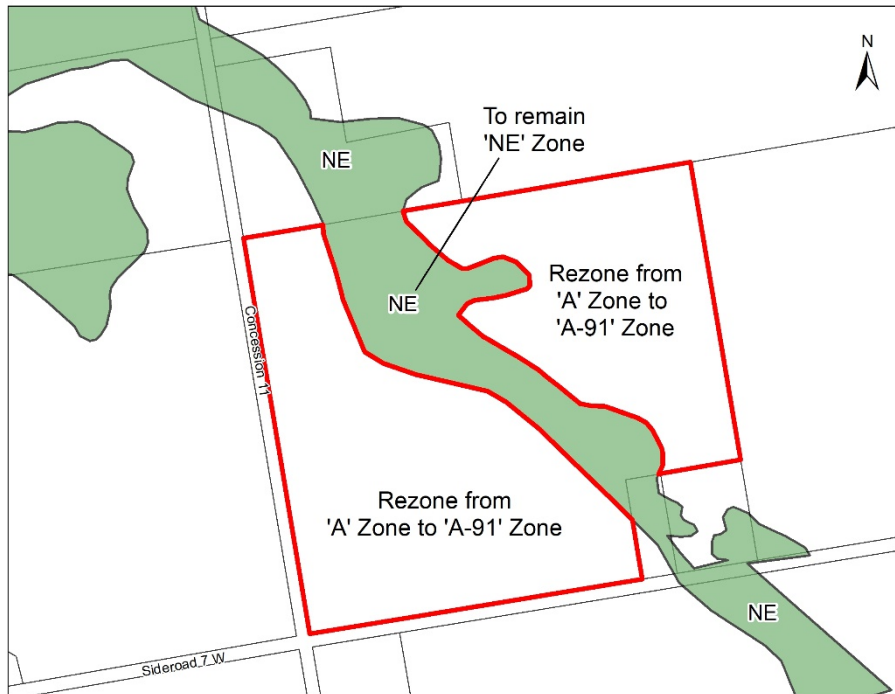
**CATHERINE CONRAD,
DEPUTY CLERK**

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 076-19

SCHEDULE "A"

This is Schedule "A" to By-law 094-19



Rezone from Agricultural (A) to Agricultural Exception (A-91)

Passed this 21st day of October 2019

MAYOR

DEPUTY CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 094-19

THE LOCATION being rezoned is Part Lot 18, Concession 10, Geographic Township of Arthur, with a civic address of 8949 Concession 11. The lands subject to the amendment is 37.37 ha (92.34 ac) in size and is currently zoned Agriculture (A).

THE PURPOSE AND EFFECT of the amendment is to rezone the subject lands to permit a Dog Kennel to operate on the subject lands.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
PUBLIC MEETING MINUTES
OCTOBER 7, 2019 @ 2:00 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

<u>Members Present:</u>	Mayor:	Andrew Lennox
	Councillors:	Sherry Burke
		Lisa Hern
		Dan Yake

<u>Members Absent:</u>	Councillor:	Steve McCabe
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<u>Staff Present:</u>		
Chief Administrative Officer:	Michael Givens	
Director of Legislative Services/Clerk:	Karren Wallace	
Deputy Clerk:	Catherine Conrad	
Director of Finance:	Adam McNabb	
Director of Operations:	Matthew Aston	
Economic Development Officer:	Dale Small	
Community Recreation Coordinator:	Mandy Jones	
Chief Building Official:	Darren Jones	
Human Resource Manager:	Chanda Riggi	
Road Superintendent:	Dale Clark	
Water & Wastewater Supervisor:	Corey Schmidt	
Fire Chief:	David Guilbault	
Planner:	Jessica Rahim	

CALLING TO ORDER

- Mayor Lennox

DISCLOSURE OF PECUNIARY INTEREST

- None

OWNERS/APPLICANT

Deer-Run Farms Inc.

LOCATION OF THE SUBJECT LAND

The land subject to the proposed amendment is described as Part Lot 4, Concession 9, Registered Plan R0723977 and is Municipally known as 8184-8158 Line 8, Geographic Township of West Luther. The area subject to the proposed amendment is approximately 79.88 ha (197.4 ac) in size.

PURPOSE AND EFFECT OF THE APPLICATION

The purpose and effect of the proposed amendment is to rezone the subject lands to prohibit a residential dwelling on the retained agricultural portion of property and to permit a reduced lot frontage on the severed parcel. This rezoning is a condition of severance application B117/18, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever an approximate 0.78 ha (1.95 ac) rural residential parcel from the retained 79.1 ha (195.4 ac) agricultural parcel.

NOTICE

Notices were mailed to property owners within 120 m of the subject property as well as the applicable agencies and posted on the subject property on September 12th, 2019.

PRESENTATIONS

- Jessica Rahim, Senior Planner, County of Wellington, Township of Wellington North
 - Planning Report dated October 1st, 2019

Planning Opinion:

The purpose of this zoning amendment is to prohibit future residential development on the retained agricultural portion of the subject lands and permit a reduced lot frontage on the severed lands. This rezoning is a condition of severance application B117/18, that was granted provisional consent by the Wellington County Land Division Committee. The consent will sever a 0.78 ha (1.95 ac) parcel containing a dwelling with a reduced lot frontage of 30m (98.4 ft) from the retained 79.88 ha (197.4 ac) agricultural parcel with an existing drive shed and coverall.

We have no objections to the zoning amendment. Both the PPS and County Official Plan provide for surplus farm dwelling severances, provided the agricultural lands are rezoned to prohibit future development dwellings. This rezoning would satisfy a condition for consent application B117/18.

INTRODUCTION

The property subject to the proposed amendment is described as Part Lot 4, Concession 9, Geographic Township of West Luther, with a civic address of 8158-8184 Line 8. The proposal is a condition of a recent severance application on the property, B117/18. The proposed severed parcel is 0.78 ha (1.95 ac) and the retained parcel is 79.1 ha (195.4 ac) in size.

PROPOSAL

The purpose of the application is to rezone the subject lands to restrict future residential development on the retained agricultural lot and permit a reduced lot frontage on the severed lands. This rezoning is a condition of severance application B117/18, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever the existing dwelling from the agricultural parcel under the surplus farm dwelling policies.

PROVINCIAL POLICY STATEMENT (PPS)

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.4.1(c) of the PPS provides consideration for the severance of a surplus residence, provided that new residential dwellings are prohibited on the remnant parcel of farmland.

WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated PRIME AGRICULTURE, CORE GREENLANDS, and GREENLANDS. This application is required as a result of a severance application B117/18. Section 10.3.4 of the Official Plan implements the PPS and requires that the remnant parcel be rezoned to prohibit dwellings. The intention of this policy is to allow farmers to reduce their costs of acquiring additional farm parcels where the impact on existing and future farm operations can be kept to a minimum.

WELLINGTON NORTH ZONING BY-LAW

The subject lands are zoned Agricultural (A) and Natural Environment (NE). Permitted uses in the Agricultural zone include agricultural uses, single detached dwellings and accessory uses, buildings and structures. This zoning amendment will apply the newly created standard A-2 exception to the retained agricultural parcel, which restrict any future residential development.

The applicants are also proposing a reduced lot frontage for the severed rural residential lot. Section 8.5.2.2 of the By-law permits a minimum lot frontage of 30.5 m (100 ft) for rural residential lots under the reduced lot regulations. Due to the features on the property and the tile drainage on the retained parcel, the applicants are requesting to permit a reduced lot frontage of 30 m (98.4 ft). The driveway access is existing to both the severed and retained

parcels and therefore we have no concerns with the reduced frontage.

Draft Zoning By-law Amendment

A draft zoning by-law amendment has been prepared and attached to this report for Council's consideration.

CORRESPONDENCE FOR COUNCIL'S REVIEW

- Laura Warner, Grand River Conservation Authority
 - Email dated September 13, 2019. (No Objections)

REQUEST FOR NOTICE OF DECISION

The by-law will be considered at the regular council meeting following the public meeting. Persons wishing notice of the passing of the by-law must submit a written request.

MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS

The Applicant's Agent, Jennifer Trommelen-Jones, SV Law, was present to answer questions pertaining to the application.

COMMENTS/QUESTIONS FROM COUNCIL

No comments or questions from Council

ADJOURNMENT

RESOLUTION: 007-2019

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Public Meeting of October 7, 2019 be adjourned.

CARRIED

CLERK

MAYOR

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MEETING MINUTES OF COUNCIL
OCTOBER 7, 2019 @ 2:00 P.M.
CLOSED MEETING SESSION @ 1:30 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

<u>Members Present:</u>	Mayor:	Andrew Lennox
	Councillors:	Sherry Burke Lisa Hern Dan Yake
<u>Members Absent:</u>	Councillor:	Steve McCabe
<u>Staff Present:</u>		
Chief Administrative Officer:		Michael Givens
Director of Legislative Services/Clerk:		Karren Wallace
Deputy Clerk:		Catherine Conrad
Director of Finance:		Adam McNabb
Director of Operations:		Matthew Aston
Economic Development Officer:		Dale Small
Community Recreation Coordinator:		Mandy Jones
Chief Building Official:		Darren Jones
Human Resource Manager:		Chanda Riggi
Road Superintendent:		Dale Clark
Water & Wastewater Supervisor:		Corey Schmidt
Fire Chief:		David Guilbault
Planner:		Jessica Rahim

CALLING TO ORDER - Mayor Lennox

ADOPTION OF THE AGENDA

RESOLUTION: 2019-282

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Agenda for the October 7, 2019 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

CLOSED MEETING SESSION

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

- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;

RESOLUTION: 2019-283

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 1:31 pm that is closed to the public under subsection 239 of the Municipal Act, 2001, specifically:

- (b) *personal matters about an identifiable individual, including municipal or local board employees;*
 (c) *a proposed or pending acquisition or disposition of land by the municipality or local board;*

CARRIED

1. REPORTS

- a) CBO verbal report on appointment of Property Standards Committee
 b) Report RAC 2019-017 Potential Sale of King St. property, Mount Forest

2. REVIEW OF CLOSED SESSION MINUTES

- September 23, 2019 – Council meeting

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2019-284

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 2:22. pm.

CARRIED

RESOLUTION: 2019-285

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive for information CBO verbal report on appointment of Property Standards Committee.

CARRIED

RESOLUTION: 2019-286

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report RAC 2019-017 Potential Sale of King St. property, Mount Forest

AND FURTHER THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2019-287

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Council of the Corporation of Township of Wellington North approve the Closed Meeting Minutes of the September 23, 2019 –Council meeting

CARRIED

O ' CANADA

COUNTY COUNCIL UPDATE

Andrew Lennox, Mayor, Wellington North

Councillor Yake assumed the chair during the County Council Update

Mayor Lennox provided an update from the County to Council.

- The Wellington County Ride Well transit service was launched on October 1. This is a pilot project, funded by the Province of Ontario. There are five sedans available. Parents

can sign a waiver form to have youth ride independently. Rides can be arranged using an app, website or by phone. The Resource Centre will arrange accessible rides.

- Paving of Wellington County Road 14 has been deferred to next year.
- Wellington County is participating in developing a County wide housing strategy for various types of housing. Developers have indicated that they like to build single family detached housing. A survey of residents shows a need for different types of housing. Many recognize the need for housing but do not want to see development in their back yards. Homes that have been built are occupied, indicating there is a need for more housing.

PRESENTATIONS

1. Natalie Baker, Business Development Manager, Ontario Clean Water Agency
Don Irvine, Senior Operations Manager, Ontario Clean Water Agency
Karen Lorente, Regional Hub Manager, Ontario Clean Water Agency
 - Arthur Wastewater Treatment Plant Annual Report for the period: May 1, 2018 – April 30, 2019
 - Mount Forest Wastewater Treatment Plan Annual Performance Report for the period of January 1, 2018 to December 31, 2018

Ontario Clean Water Agency is the largest water and wastewater operator in Canada. Five emergency response teams respond to water emergencies across the province. OCWA manages more than \$20 Billion in municipal infrastructure. Their use of shared services provides a cost-effective delivery model. The operation and maintenance partnership efficiently uses all available resources and capacity to provide compliant and efficient operations and maintenance services. In 2018 OCWA managed \$257,157.50 in capital work on behalf of the Township including fire and equipment inspection, pump repair in Mount Forest, cleaning of septage receiving tank, providing Process Compliance support remotely and once a week onsite, aeration clean out, UV inspection for Mount Forest, traveling bridge repairs and a spare 5.5HP pump for transfer or RAS operation. There were 201 work orders with 153 focused on preventative, 32 call backs, 15 operational and 1 corrective. Promotion of the I Don't Flush public awareness campaign encourages residents to properly dispose of wipes, pharmaceuticals, fats, oils and grease.

Reports for the Arthur and Mount Forest Wastewater Treatment Plants were reviewed. The Mount Forest plant discharges treated water year-round into the Saugeen River and has an efficiency removal rate of 98 and 98.7%. The Arthur plant uses storage lagoons that discharge into the Conestogo River when conditions permit and has an efficiency removal rate of 87 to 98%. In September 2018 there were operating issues with a broken valve and leaking seal. A Ministry of Environment, Conservation and Parks inspection in Arthur recognized the plant design, suggested the Township continue to work on inflow and infiltration, replace an operation manual and standardize submission of by-pass reports. Work in 2017 was not reflected in the inspection.

2. Rose Austin, General Manager, Saugeen Economic Development Corporation
Dale Small, Economic Development Officer, Wellington North
 - Saugeen Connects

The Saugeen Economic Development Corporation provides support to eleven municipalities over three counties. In March 2017 Wellington North, Minto, Hanover, Brockton and West Grey partnered to create the "Saugeen Connects" project. The project's mission was to collaborate and positively impact area economic growth, support

youth retention and development, support growth and retention of businesses, and to integrate efforts to leverage immigrant attraction to the area as residents, workers, entrepreneurs, business owners, operators and investors. Each partner provides \$5,000 per year and staff resources to support the projects. A Rural Economic Development Grant of \$34,000 was received in 2018 and 2019.

Saugeen Connects focuses on business, succession matching, immigration, youth and women. Successionmatching.com is an online community of business buyers, sellers, and succession planning professionals that provides resources and services to assist those looking to buy or sell a business. Saugeen Connects works to attract skilled and immigrant general workers to the catchment area as well as attracting immigrants that are qualified to start, invest in, buy or partner in area businesses. A Saugeen Student Start-Up was launched in the spring of 2019 for grades 6 – 12. 41 youth opened 34 businesses this summer. Four training sessions included financial, marketing, customer service and problem solving. Each business was awarded \$500 for completing all aspects of the program Saugeen Connects will provide support for women to advance economically by assisting them in their entrepreneurial goals. They provide loan like Advancing Women Economically and lending circle opportunities and additional support in the form of tools and resources, as well as networking opportunities. At the Community Futures Ontario Awards 2019 the Saugeen Connects program received the Award of Excellence for Community Economic Development.

RECESS TO MOVE INTO PUBLIC MEETING

RESOLUTION: 2019-288

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North recess the Regular Council meeting of October 7, 2019 for the purpose of holding a Public Meeting under the Planning Act:

- Musashi Auto Parts Canada Inc. – Minor Variance
- Deer Run Farms, Zoning By-law Amendment

CARRIED

RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2019-289

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North resume the October 7, 2019 Regular Meeting of Council.

CARRIED

PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETINGS

1. By-law Number 091-19 being a by-law to amend By-law 66-01 being a Zoning By-law for the Township of Wellington North (Part Lot 4, Concession 9, with a civic address of 8158 – 8184 Line 8, geographic Township of West Luther – Deer Run Farms)

RESOLUTION: 2019-290

Moved: Councillor Yake

Seconded: Councillor Burke

THAT By-law Number 091-19 being a by-law to amend By-law 66-01 being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted.

(Part Lot 4, Concession 9, with a civic address of 8158 - 8148 Line 8, geographic Township of West Luther – Deer Run Farms)

CARRIED

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

- Regular Meeting of Council, September 23, 2019

RESOLUTION: 2019-291

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council held on September 23, 2019 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL - None

OPEN FORUM

Consideration of Road Name Changes for Emergency Services Purposes and Implications:
Examples of roads in Wellington North:

- Hwy 6
- County Rd 6
- Concession 6 S
- Concession 6 N
- Sideroad 6
- Line 6
- 6th Line

The County of Wellington is considering adding road numbers/names to the green civic addressing signs and discussion ensued as to whether having similar road names would cause confusion. Wellington North Fire Service indicated they had over 2,000 calls in the past 5 years with only 3 of those calls having issues due to similar road names. Making changes could mean people will have to change their address, some of whom have had generations of people living at the same place. Navigation systems would need to update to reflect the new road names. There does not appear to be a huge issue of emergency responses being impacted with the current name and numbering. The issue of vacant properties without civic addressing could be a bigger issue for emergency services responding to calls. Some of these properties have been identified and received a number at the time of applying for a burn permit. There are farms with 2 homes that have requested A and B be added to their civic number signs and some that have requested a number for a second entrance.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

1a, 1b, 1c, 1d, 2b, 2e, 2f, 5a, 6a, 6b

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2019-292

Moved: Councillor Burke

Seconded: Councillor Hern

THAT all items listed under Items for Consideration on the October 7, 2019 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted.

THAT Council of the Corporation of Township of Wellington North receive the minutes of the Maitland Valley Conservation Authority, General Membership Meeting #7-19, held on September 5, 2019.

THAT Council of the Corporation of Township of Wellington North receive the minutes of the Joint Economic Development Meeting Mapleton, Minto, Wellington North Meeting held on September 18, 2019.

THAT Council of the Corporation of Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable Meeting held on September 19, 2019

THAT the Council of the Corporation of Township of Wellington North receive the Cheque Distribution Report dated September 30, 2019.

THAT the Council of the Corporation of the Township of Wellington North receive the Economic Development Officer report EDO 2019-027 being a report on the Community Improvement Program;

AND FURTHER THAT Council approve the following funding under the Façade Improvement Grant Program:

- *\$1,865 grant for the signage improvements to be made at 235 Main Street North in Mount Forest, home to Shoetopia;*
 - *50% up to a maximum of \$2,500 grant for new signage at 695 Queen Street West in Mount Forest home to J.J. McLellan & Sons*
- AND FURTHER THAT Council approve the following funding under the Downtown Revitalization Blade Signage Grant Program:*
- *\$1,686 grant for Blade Signage to Shoetopia in Mount Forest.*
 - *\$1,406 grant for Blade Signage to The Eco Den soon to be open at 149 Main Street North in Mount Forest*
 - *\$ 420 grant for Blade Signage to Youngsters On Main in Mount Forest*

THAT the Council of the Township of Wellington North receive Report OPS 2019-020 being a report on a proposed betterment of a structure on Line 2;

AND FURTHER THAT Council direct staff to move \$50,000 from Federal Gas Tax to a capital project to fund the betterment of a structure on Line 2;

AND FURTHER THAT the requirement for a competitive process detailed within the Purchasing and Procurement Policy (Policy #003-18) for this rehabilitation work be waived.

THAT the Council of the Corporation of Township of Wellington North receive the Crime Stoppers Guelph Wellington Newsletter, The Informant, Fall 2019, 2nd Quarter.

CARRIED

CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2019-293

Moved: Councillor Yake

Seconded: Councillor Hern

THAT Council of the Corporation of Township of Wellington North receive the County of Wellington, Committee Report, prepared by Sarah Wilhem, Manager of Policy Planning, dated September 12, 2019, regarding 2019 Provincial Policy Statement Review;

AND FURTHER THAT the report "2019 Provincial Policy Statement Review" be forwarded to the Ministry of Municipal Affairs and Housing and be circulated to member municipalities in Wellington County.

CARRIED

RESOLUTION: 2019-294

Moved: Councillor Yake

Seconded: Councillor Hern

THAT Council of the Corporation of Township of Wellington North receive Report DC 2019-004 being a report on Mount Forest Developments Inc. Draft Subdivision Agreement – Part of Park Lot 1 South of Durham St and East of Main St, Mount Forest;

AND FURTHER THAT the Corporation enter into a Subdivision Agreement with Mount Forest Developments Inc. in the form, or substantially the same form, as the draft Agreement;

AND FURTHER THAT the Mayor and the Clerk of the Corporation be authorized and directed to sign a By-law to enter into the Agreement on behalf of the Corporation;

AND FURTHER THAT the Township portion of servicing costs be funded from the Capital Infrastructure Reinvestment Reserve Fund.

CARRIED

RESOLUTION: 2019-295

Moved: Councillor Yake

Seconded: Councillor Hern

THAT Council of the Corporation of Township of Wellington North receive Report DC 2019-006 being a report on 209 Mount Forest Inc., Draft Site Plan Agreement – 209 Main Street North, Mount Forest;

AND FURTHER THAT the Corporation enter into a Site Plan Agreement with 209 Mount Forest Inc. in the form, or substantially the same form as the draft Agreement;

AND FURTHER THAT the Mayor and the Clerk of the Corporation be authorized and directed to sign a By-law to enter into the Agreement on behalf of the Corporation.

CARRIED

RESOLUTION: 2019-296

Moved: Councillor Burke

Seconded: Councillor Hern

THAT Council of the Township of Wellington North receive Report DC 2019-007 being a report on Maple Ridge Estates Draft Plan of Subdivision Agreement – Sideroad 7 West, Kenilworth (Part Lot 20, Division 3 & 4 WOSR, Geographic Township of Arthur).

AND FURTHER THAT the Corporation enter into a Subdivision Agreement with Maple Ridge Estates Inc., in the form, or substantially the same form as the draft Agreement;

AND FURTHER THAT the Mayor and the Clerk of the Corporation be authorized and directed to sign the Agreement on behalf of the Corporation.

CARRIED

RESOLUTION: 2019-297

Moved: Councillor Burke

Seconded: Councillor Yake

THAT Council of the Corporation of Township of Wellington North receive the minutes of the County of Wellington Accessibility Advisory Committee Meeting held on September 5, 2019.

CARRIED

RESOLUTION: 2019-298

Moved: Councillor Hern

Seconded: Councillor Burke

THAT Council of the Corporation of Township of Wellington North receive the minutes of the Arthur Downtown Revitalization Advisory Committee Meeting held on September 24, 2019 (Note: Quorum not achieved);

AND WHEREAS initially 25 Grey Cobra Head light fixtures were purchased at a cost of \$6,871.25, to be installed in downtown Arthur;

AND WHEREAS the Arthur Downtown Revitalization Committee wishes to install 25 Black Cobra Head light fixtures at a cost of \$8,831.00;

AND FURTHER THAT funding for these Black Cobra Head light fixtures will come from the Downtown Revitalization Fund (\$1,949.75) and from the Street Light Reserve Fund (\$6,871.25);

AND FURTHER THAT the original 25 Grey Cobra Head light fixtures will be kept as surplus to be installed elsewhere.

CARRIED

RESOLUTION: 2019-299

Moved: Councillor Burke

Seconded: Councillor Yake

THAT Council of the Corporation of Township of Wellington North receive the minutes of the Mount Forest Downtown Revitalization Advisory Committee Meeting held on September 26, 2019.

CARRIED

RESOLUTION: 2019-300

Moved: Councillor Yake

Seconded: Councillor Burke

THAT the Council of the Township of Wellington North receive Report OPS 2019-019 being a report on the Highway 6 & Highway 89 traffic signal controller replacement;

AND FURTHER THAT Council direct staff to move \$75,000 from the Capital Infrastructure Reinvestment Reserve Fund to a capital project to fund the replacement of the traffic signal controller at Highway 6 & Highway 89;

AND FURTHER THAT the requirement for a competitive process detailed within the Purchasing and Procurement Policy (Policy #003-18) for the direct purchase of Econolite Canada Equipment for this instance, and in the future, be waived, in order to standardize the Township's traffic controller signal assets;

AND FURTHER THAT the requirement for a competitive process detailed within the Purchasing and Procurement Policy (Policy #033-18) for the installation work and additional equipment associated with the traffic signal controller project at Highway 6 & Highway 89 be waived.

CARRIED

RESOLUTION: 2019-301

Moved: Councillor Hern

Seconded: Councillor Burke

THAT Council of the Township of Wellington North receive Report CAO 2019-006 being an update report on the Aggregate Resources Act-Proposed Changes;

AND FURTHER THAT Council directs the CAO to submit feedback to the Ministry consistent with the information provided in this report.

CARRIED

RESOLUTION: 2019-302

Moved: Councillor Hern

Seconded: Councillor Burke

THAT Council of the Corporation of the Township of Wellington North receive for information HR 2019-004 being a report on Digital Signatures;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the By-law to enter into a three-year contract with DocuSign;

AND FURTHER THAT costs associated with the initial three-year term with DocuSign be funded from the Provincial Modernization, Efficiency Grant.

CARRIED

NOTICE OF MOTION

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Yake announced that the Lynes Blacksmith Shop Committee was awarded the A.K. Sculthorpe Award for Advocacy at the Architectural Conservancy Ontario (ACO) annual heritage awards ceremony on October 3, 2019 in Toronto. He and Kate Rowley, Chair, accepted the award on behalf of the Committee.

Mayor Lennox commented that he has been asked many questions from the public regarding the proposal for the redevelopment of the Queen's Tavern property in Arthur, into apartment units.

BY-LAWS

- a. By-law Number 081-19 being a by-law to amend By-law 082-18 being a by-law to appoint members to the Property Standards Committee for the Township of Wellington North
- b. By-law Number 085-19 being a by-law to authorize a Subdivision Agreement (Mount Forest Developments Inc.)
- c. By-law Number 086-19 being a by-law to authorize a Site Plan Agreement Part Lot 5 W/S Main St. PI Town Mount Forest; Part Lot 6 W/S Main St. PI Town Mount Forest as in RON97023 Wellington North
- d. By-law Number 087-19 being a by-law to authorize a Development Agreement (Maple Ridge Estates – Coffey)
- e. By-law Number 088-19 being a by-law to authorize the execution of a Development Agreement being Pt Lot 32, Concession 1, Division 3 Normanby shown as Part 1 on 61R-10178 and Part 1 on 61R10813, Wellington North (Hartshorn)
- f. By-law Number 089-19 being a by-law to authorize the execution of a Software As A Service & Professional Services Agreement between PerfectMind Inc. and The Corporation of the Township of Wellington North
- g. By-law Number 090-19 being a by-law to authorize the execution of a Master Services Agreement between Docusign and The Corporation of the Township of Wellington North

RESOLUTION: 2019-303

Moved: Councillor Burke

Seconded: Councillor Yake

THAT By-law Number 081-19 be read a First, Second and Third time and enacted.

CARRIED

RESOLUTION: 2019-304

Moved: Councillor Hern

Seconded: Councillor Burke

THAT By-law Numbers 085-19, 086-19, 087-19, 088-19, 089-19 and 090-19 be read a First, Second and Third time and enacted.

CARRIED

CULTURAL MOMENT**Recognizing “The Howitzer”**

In the late morning shadows of mature oak and maple trees, in front of the cenotaph in Mount Forest’s Veterans’ Memorial Park, sits the turret of an M109 Medium Self-Propelled 155 mm Howitzer. It’s aimed at the sky to the south and provides an unusual greeting for visitors travelling north into town.

On the attached plaque we learn that this impressive piece of military equipment was manufactured in 1968 by Bowen McLaughlin-York in the United States. The armament is a 155 mm Howitzer and 50 calibre machine-gun. In its day, fully loaded for combat, it would have weighed 25 tonnes and held a crew of seven personnel. In terms of operations, it could travel up to 220 km on roads at a maximum speed of 53 kilometres per hour. The weapon could have fired a projectile weighing 44 kg onto a target 18,000 metres (18 km) away.

Presented to Mount Forest’s Royal Canadian Legion Branch 134 from the soldiers and technicians of base maintenance of Canadian Forces Base Borden in 2008, this historical display has been identified as part of the Military Ground Equipment Displays on Wayward.com geocaching and has attracted several visitors to date. In 2013, the Township of Wellington North completed a Municipal Cultural Plan. One of the guiding assumptions of the process was the belief that *our history and culture are sources of identity for individual communities and the Township of Wellington North as a whole.*

At the time, the installation of this Howitzer at the town’s entrance sparked conversation and controversy. Both menacing and magnificent, it has been a part of our cultural identity for over a decade and is only one of several impressive symbols of the proud military history worthy of exploration throughout the township.

Submitted By Linda Hruska Wellington North Cultural Roundtable

CONFIRMING BY-LAW NUMBER 092-19

RESOLUTION: 2019-305

Moved: Councillor Burke

Seconded: Councillor Hern

THAT By-law Number 092-19 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on October 7, 2019 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

RESOLUTION: 2019-306

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Regular Council meeting of October 7, 2019 be adjourned at 4 :20 pm.

CARRIED

CLERK

MAYOR

SAUGEEN VALLEY CONSERVATION AUTHORITY

MINUTES

Conservation through Cooperation

MEETING: Authority Meeting
DATE: Tuesday, July 16, 2019
TIME: 1:00 p.m.
LOCATION: Administration Office, Formosa

CHAIR: Dan Gieruszak

MEMBERS PRESENT: Paul Allen, Maureen Couture, Mark Davis, Barbara Dobreen, Mark Goetz, Cheryl Grace, Tom Hutchinson, Don Murray, Mike Myatt, Sue Paterson, Diana Rae, Christine Robinson, Bill Stewart

ABSENT WITH REGRET: Steve McCabe

OTHERS PRESENT: Wayne Brohman, General Manager/Secretary-Treasurer
 Erik Downing, Manager, Environmental Planning & Regulations
 Laura Molson, Manager, Accounting
 Jo-Anne Harbinson, Manager, Water Resources and Stewardship Services
 Shannon Wood, Manager, Communications
 Jim Leask, Assistant Superintendent, Saugeen Bluffs Campground
 Janice Hagan, Administrative Assistant

Chair Dan Gieruszak, called the meeting to order at 1:00 p.m. Christine Robinson requested that the order of the agenda be switched and that items 7 and 8 follow item 3. This was to accommodate her requirement to leave the meeting early if necessary:

1. Adoption of Agenda

MOTION #G19-48

Moved by Christine Robinson

Seconded by Mark Goetz

THAT the agenda be adopted as amended.

CARRIED

2. Declaration of Pecuniary Interest

No persons declared a pecuniary interest relative to any item on the agenda.

3. Minutes of the Authority Meeting – May 7, 2019

MOTION #G19-49

Moved by Cheryl Grace

Seconded by Tom Hutchinson

THAT the Minutes of the Authority meeting, held on May 7, 2019 be approved as circulated.

CARRIED

4. New Business

a. Personnel Policy Review

The GM/S-T informed the Members that the Personnel Policy had last been reviewed in 2014 and that there are items that require updating. He discussed the proposed changes as per his submitted report. The Members discussed the importance of having the policy be reviewed by human resources experts in order to ensure compliance with current legal requirements. During the discussion regarding Salary Grid CPI Increases (section 24.05) the following motion was defeated:

MOTION #G19-50

Moved by Christine Robinson

Seconded by Tom Hutchinson

THAT SVCA consult with Grey and Bruce Counties regarding human resources salary increase policies.

DEFEATED

After further discussion on the same topic the following motion was carried:

MOTION #G19-51

Moved by Maureen Couture

Seconded by Don Murray

THAT the annual salary increase be based on the CPI from July to July each year.

CARRIED

After further discussion on the proposed changes the following motion was carried:

MOTION #G19-52

Moved by Maureen Couture

Seconded by Don Murray

THAT a draft Personnel Policy manual be presented at the November Authority meeting, encompassing the changes as directed by the Authority July 16, 2019.

CARRIED

b. Streamlining and Focus on Development Permits

The GM/S-T reviewed the report submitted. He told the Members that Conservation Ontario has implemented training courses and that SVCA staff have been in attendance. He highlighted the proposal to exempt low risk development activities from requiring permits. This may reduce staff workload, but the Policies Manual would need to be updated. This report was for information only.

c. Bill 108, More Homes, More Choices Act

The GM/S-T discussed the submitted report. He discussed the necessity to have clarity on which programs are mandatory and that Conservation Authorities are lobbying the Provincial Government to have other programs listed as mandatory. Any non-mandatory programs would require a memorandum of understanding with the municipalities and may be complicated to administer.

d. 2020 Budget

The GM/S-T asked the Members for direction regarding the preparation of the 2020 budget. The Provincial Government has reduced the provincial grant funding by 50% and the Members agreed that there should be an assumption of further cuts in 2020 when preparing the budget. They requested that the budget be prepared with various scenarios and submitted on a spreadsheet to compare the financial impacts.

5. Closed Session – Personnel Matters

MOTION #G19-53

Moved by Mike Myatt

Seconded by Barbara Dobreen

THAT the Authority move to Closed Session, In Camera, to discuss personnel matters; and further THAT Wayne Brohman and Laura Molson remain in the meeting.

CARRIED

MOTION #G19-56

Moved by Barbara Dobreen

Seconded by Diana Rae

THAT the Authority adjourn from Closed Session, In Camera, and rise and report.

CARRIED

There were no actions to report from the Closed Session, In Camera.

Bill Stewart left the meeting at 3:58 pm

6. Bruce County Draft Memorandum of Agreement

The GM/S-T summarized the submitted report. All of the main changes to the agreement have been included in the report. He told the members that Bruce County desired to have one agreement applicable to all three CA's and that it was more financially feasible to have SVCA provide natural heritage commenting than to hire outside consultants. He noted that MVCA no longer provides natural heritage commenting and has requested SVCA to provide this service to Bruce County in the MVCA watershed jurisdiction.

After further discussion, the following motion was carried:

MOTION #G19-57

Moved by Barbara Dobreen

Seconded by Diana Rae

WHEREAS the SVCA Members have directed staff to refresh Memorandums of Agreement for Planning services to municipalities;

THAT the Authority approve the general direction of the draft agreement developed between Bruce County, Maitland Valley Conservation Authority, Grey Sauble Conservation Authority and Saugeen Valley Conservation Authority; and further

THAT the Authority empowers the Chair and GM/S-T to finalize and sign the agreement.

CARRIED

7. Consent Agenda

MOTION #G19-58

Moved by Christine Robinson

Seconded by Mike Myatt

THAT the reports, Minutes, and information contained in the Consent Agenda, [items 6a-f], along with their respective recommended motions be accepted as presented.

CARRIED

- a. Program Report
- b. Accounts Payable Report
THAT the Accounts Payable, totaling \$467,979.72 be approved as distributed.
- c. Finance Report
THAT the Finance Report to May 31, 2019 be accepted as distributed.
- d. Section 28 Hearing draft minutes for the Town of Brockton – April 12, 2019
- e. Correspondence for Members' information
- f. News Articles for Members' information

8. Presentation

a. Parks and Campgrounds Orientation

The GM/S-T gave a slide show presentation on SVCA campgrounds and parks. Jim Leask, Assistant Superintendent, Bluffs Campground gave a slide show presentation which focused on the Horse Camping component of the Bluffs. He discussed the development of a group of volunteers called the Horse Friends of Saugeen Bluffs and their various accomplishments such as trail upgrades. He reviewed current priorities and possible future projects such as additional corrals, wash stalls, bridge replacements, and pull through sites.

Maureen Couture left the meeting at 4:28 pm.

9. Other Business

Christine Robinson requested that there be more communication with the Members regarding upcoming events.

There being no further business, the meeting adjourned at 4:38 p.m. on motion of Christine Robinson.

Dan Gieruszak
Chair

Janice Hagan
Recording Secretary



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Jameson Pickard, Senior Policy Planner
Date: Thursday, October 10, 2019
Subject: **Proposed Amendments to the Aggregate Resources Act**

1.0 Purpose

The purpose of this report is to provide an overview of the Provincial Government's proposed changes to the *Aggregate Resources Act* (ARA) as outlined in Environmental Registry of Ontario posting (ERO #019-0556). Interested parties have until November 4, 2019 to provide comments to the Ministry of Natural Resources and Forestry.

2.0 Background

The Province has revised and is contemplating further changes to the ARA over the last few years and the County has been an active participant in those reviews - voicing key issues of importance to the County and our member municipalities.

The amendments currently being considered are a result of a meeting held by the Province with stakeholders on Aggregate Reform in May and an online survey. These consultations were intended to gather ideas about cutting red tape, creating jobs and creating economic growth in the aggregate industry.

3.0 Overview of the Proposed Changes

The current round of proposed changes focus on the following key themes:

- Reducing duplication, inefficiency, and inconsistency in application and approval processes;
- Improving access to aggregate resources;
- Protecting agricultural lands and water resources;
- Enhancing rehabilitation; and
- Continuing public engagement and outreach on any proposed changes to the ARA framework.

The ERO posting provides general information about the proposed legislative and regulatory changes. Staff have reviewed the information posted and submit the following comments:

We are generally pleased with:

- The Province’s direction to increase protection of water resources, through changes to the application process for existing operators that want to expand to extract aggregate within the water table.
 - However, more details are needed to clarify how increased protections will be achieved through the improved application process.
- The shift to streamline certain reporting requirements and allow for flexibility to permit self-filing of routine and minor site plan amendment provided regulatory criteria are met.
 - While there may be benefit in streamlining certain review and approval processes, there needs to be clear parameters around the use of these provisions.
- The Province’s direction to improve access to aggregates in adjacent road allowances for existing license holders through a simpler application process (i.e. amendment vs new application).
 - Staff are supportive of these amendments.

We are concerned with:

- The removal of municipal authority to regulate the depth of extraction through zoning.
 - This change would effectively prohibit the use of vertical zoning by municipalities. In Wellington, vertical zoning has been used by municipalities as a means of ensuring that below water table extraction, when proposed, is completed in an ecologically sustainable manner with appropriate assessment and environmental measures in place to protect the public interest. Landowners surrounding aggregate sites expect and rely on their municipal council to protect their groundwater and surface water resources for domestic, agricultural and other uses. This approach has been used in Wellington for many years - supported by the community, approved by OMB/LPAT, and not opposed to by the aggregate industry. The use of holding provisions (zoning) is not intended to prohibit below water table extraction, but instead provides the ability for municipalities to ensure that below water table extraction is carried out in a responsible and sustainable manner.

Staff do not support the proposal to remove municipal authority to regulate the depth of extraction through zoning, unless there is a similar meaningful and effective process of ensuring the protection of water resources from below water table extraction.

- The Province’s direction to allow some “low-risk activities” to occur without a license if conditions specified in regulation are followed (i.e. extraction of small amounts of aggregate for personal use and does not leave the site.).

- There is no definition of “low-risk activities”. The recycling of aggregate products and materials at licensed sites has raised public concerns regarding the potential for groundwater contamination. Would the stockpiling of recycled aggregate material be considered a low-risk activity? More information is needed regarding this proposed change.

We are disappointed that:

- The Government is not proposing to provide greater inspection and enforcement capacity for the Ministry of Natural Resources and Forestry.
 - The proposed changes appear to give more responsibility to aggregate producers. Accordingly, more resources should be provided to MNRF to ensure a more rigorous and clear inspection and enforcement process by Ministry staff.
- The Province is not addressing the issue of dormant aggregate sites.
 - While we are pleased that the posting does speak to regulatory changes that will require more details about when and how rehabilitation will occur, it is not clear if site rehabilitation is to be completed in a timely manner. This is an issue which should be addressed as it contradicts the Province’s policy direction that aggregate operations are an interim use. As we have previously reported on this matter, the provision of a “sunset” on aggregate licenses would compel operators to provide more timely completion of extraction and rehabilitation thus better realizing the interim nature of these land uses.

Consideration should also be given to requiring financial securities as part of a new license application. This requirement may encourage producers to complete extraction, rehabilitation and timely license surrender, while also providing MNRF with the means of completing rehabilitation or other site improvements as necessary.

Aggregate Fees

In this posting, no changes are proposed to the aggregate fee structure at this time. However, the Province is considering changes at a future date and are seeking municipal input. County staff remain in discussions with the Province over the overall revenue and cost recovery structure from the aggregate industry to municipalities from property assessment and taxation as well as aggregate fees. The industry has tended to tie aggregate fees into the discussion with property assessments and taxation even though they are for completely different purposes. Aggregate fees are intended to recover the cost from the extraordinary impact that the industry has on municipal road systems from transporting resources to market. While property taxes are to contribute to all services that the municipality provides. County staff will continue to work with the Province and may provide a separate submission to indicate the County’s concerns in this area.

4.0 Conclusion

While there are some areas of concern with the proposed Aggregate Resources Act changes, staff are pleased to see some progress on some legislative and regulatory matters that municipalities and the public have expressed in previous Provincial engagement. Concerns over the inadequacy of property assessments, taxation and aggregate fees remain.

Given the general nature of the information that has been provided in this recent ERO posting, we are hopeful that further consultation with greater details will be provided in the next phase of this ARA review process.

Staff will continue to monitor and engage in consultation with the Province as provided and we will report back to the Committee as more information becomes available.

Recommendations

That the Proposed Amendments to the Aggregate Resources Act report be forwarded as the County's submission to the Province; and

That the Proposed Amendments to the Aggregate Resources Act report be forwarded to our member municipalities for information.

Respectfully submitted,



Jameson Pickard, BURPL
Senior Policy Planner

Proposed amendments to the Aggregate Resources Act | Environmental Registry of Ontario

This consultation closes at 11:59 p.m. on:
November 4, 2019

Proposal summary

Changes are proposed to the *Aggregate Resources Act* to reduce burdens for business while maintaining strong protection for the environment and managing impacts to communities.

Proposal details

Aggregate Resources Act

The Ministry of Natural Resources and Forestry (MNRF) is responsible for managing Ontario's aggregate resources, regulated under the *Aggregate Resources Act* (ARA). Aggregate resources are non-renewable resources like sand, gravel and rock that are needed for infrastructure that supports the quality of life that Ontarians enjoy today. They are used to construct the buildings we live and work in, the roads, the airports and subways we use to get from place to place, and for many other necessary services like sewers and power generating stations. Most of the aggregate produced in Ontario comes from private land in the southern region of the province where most Ontarians live.

Ontario requires a continued supply of aggregate resources. Approximately 160 million tonnes of aggregate are needed in Ontario each year. Yet, it is equally important to manage and minimize the impact extraction operations may have on the environment and on the communities that surround them. These operations are located across our diverse province, and the regulatory framework that manages them must be fair and predictable and flexible enough to be effective.

In March of 2019, the Ministry hosted an Aggregates Summit. The Summit was an opportunity for industry, municipal and Indigenous leaders to share their ideas for cutting red tape, creating jobs and promoting environmental stewardship and economic growth within the aggregate industry. We also gathered further input through an online survey, ending May 31.

Key themes heard:

- reducing duplication, inefficiency, and inconsistency in application and

- approval processes
- improving access to aggregate resources
- protecting agricultural lands and water resources
- enhancing rehabilitation
- continue public engagement and outreach on any proposed changes to the ARA framework.

As a result of this input, the Ministry is proposing changes to the aggregate resources framework to reduce burdens for business while also ensuring the environment is protected and Ontarians continue to have an opportunity to participate in processes that may impact them.

Summary of proposed changes

We are proposing to make amendments to the *Aggregate Resources Act*, while continuing to ensure operators are meeting high standards for aggregate extraction, that would:

- strengthen protection of water resources by creating a more robust application process for existing operators that want to expand to extract aggregate within the water table, allowing for increased public engagement on applications that may impact water resources. This would allow municipalities and others to officially object to an application and provide the opportunity to have their concerns heard by the Local Planning Appeal Tribunal.
- clarify that depth of extraction of pits and quarries is managed under the *Aggregate Resources Act* and that duplicative municipal zoning by-laws relating to the depth of aggregate extraction would not apply
- clarify the application of municipal zoning on Crown land does not apply to aggregate extraction
- clarify how haul routes are considered under the *Aggregate Resources Act* so that the Local Planning Appeal Tribunal and the Minister, when making a decision about issuing or refusing a licence, cannot impose conditions requiring agreements between municipalities and aggregate producers regarding aggregate haulage. This change is proposed to apply to all applications in progress where a decision by the Local Planning Appeal Tribunal or the Minister has not yet been made. Municipalities and aggregate producers may continue to enter into agreements on a voluntary basis.
- improve access to aggregates in adjacent municipal road allowances through a simpler application process (i.e. amendment vs a new application) for an existing license holder, if supported by the municipality
- provide more flexibility for regulations to permit self-filing of routine site plan amendments, as long as regulatory conditions are met.

We are also considering some regulatory changes, including:

- enhanced reporting on rehabilitation by requiring more context and detail on where, when and how rehabilitation is or has been undertaken.

- allowing operators to self-file changes to existing site plans for some routine activities, subject to conditions set out in regulation. For example, re-location of some structures or fencing, as long as setbacks are respected
- allowing some low-risk activities to occur without a licence if conditions specified in regulation are followed. For example, extraction of small amounts of aggregate if material is for personal use and does not leave the property
- clarifying requirements for site plan amendment applications
- streamlining compliance reporting requirements, while maintaining the annual requirement
- reviewing application requirements for new sites, including notification and consultation requirements

While no changes to aggregates fees are being proposed at this time, the Ministry is also interested in hearing your feedback on this matter.

We are committed to consult further on more specific details related to the regulatory proposals, including any proposed changes to aggregate fees at a later date.

Public consultation opportunities

Ontario Government's Summit on Aggregate Reform (March 2019):

- provided an opportunity for industry, municipal and Indigenous leaders to share their ideas for cutting red tape, creating jobs and promoting economic growth within the aggregate industry
- input was also received via email and through an online survey, which closed May 31, 2019. A total of 378 aggregate reform comments were received from the following groups:
 - Members of the public
 - Industry, industry associations, consultants
 - Municipalities, municipal associations
 - Non-governmental organizations (NGOs)
 - Academia, and
 - Indigenous communities

Supporting materials

View materials in person

Some supporting materials may not be available online. If this is the case, you can request to view the materials in person.

Get in touch with the office listed below to find out if materials are available.

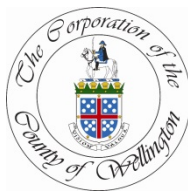
Natural Resources Conservation Policy Branch

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PLANNING REPORT for the TOWNSHIP OF WELLINGTON NORTH

Prepared by the County of Wellington Planning and Development Department

DATE: October 15, 2019
TO: Mayor and Council
 Township of Wellington North
FROM: Michelle Innocente, Senior Planner
 County of Wellington
SUBJECT: **Owner: 579575 Ontario Ltd.**
Property: Part Lot 3, South of Millar Street, Parts 1 and 3,
Reference Plan 61-21568
170 Miller Street
Township of Wellington North (Mount Forest)
Part Lot Control Exemption Application

The purpose of this proposed part lot control exemption is to allow for the division and conveyance of 2 semi-detached units on separate lots. The semi-detached dwelling is under construction.

A draft reference plan (attached as Schedule 1 to this report) has been submitted showing the divided semi-detached units. The applicant will need to finalize and deposit the reference plan prior to final approval being granted by the County.

The subject land is designated Residential in the Official Plan and is zoned Medium Density Residential (R2). The subject lands were recently severed from the adjacent property through consent application B36/19. A minor variance (application A14/18) was granted by the Township to allow for the construction of a semi-detached dwelling (2 units) with a reduced rear yard setback of 6.22 m (20.4 ft) whereas the by-law requires 7.6 m (24.9 ft).

The lot areas and lot frontages for the semi-detached units appear to comply with the zoning by-law requirements for semi-detached dwellings. A 3-metre wide water service easement has been provided along the east side of the property (see Schedule 1).

The corresponding by-law with a full legal description of the parcel is listed on the agenda for Council's consideration. Once the By-law is approved by Council it will be forwarded to the County for registration.

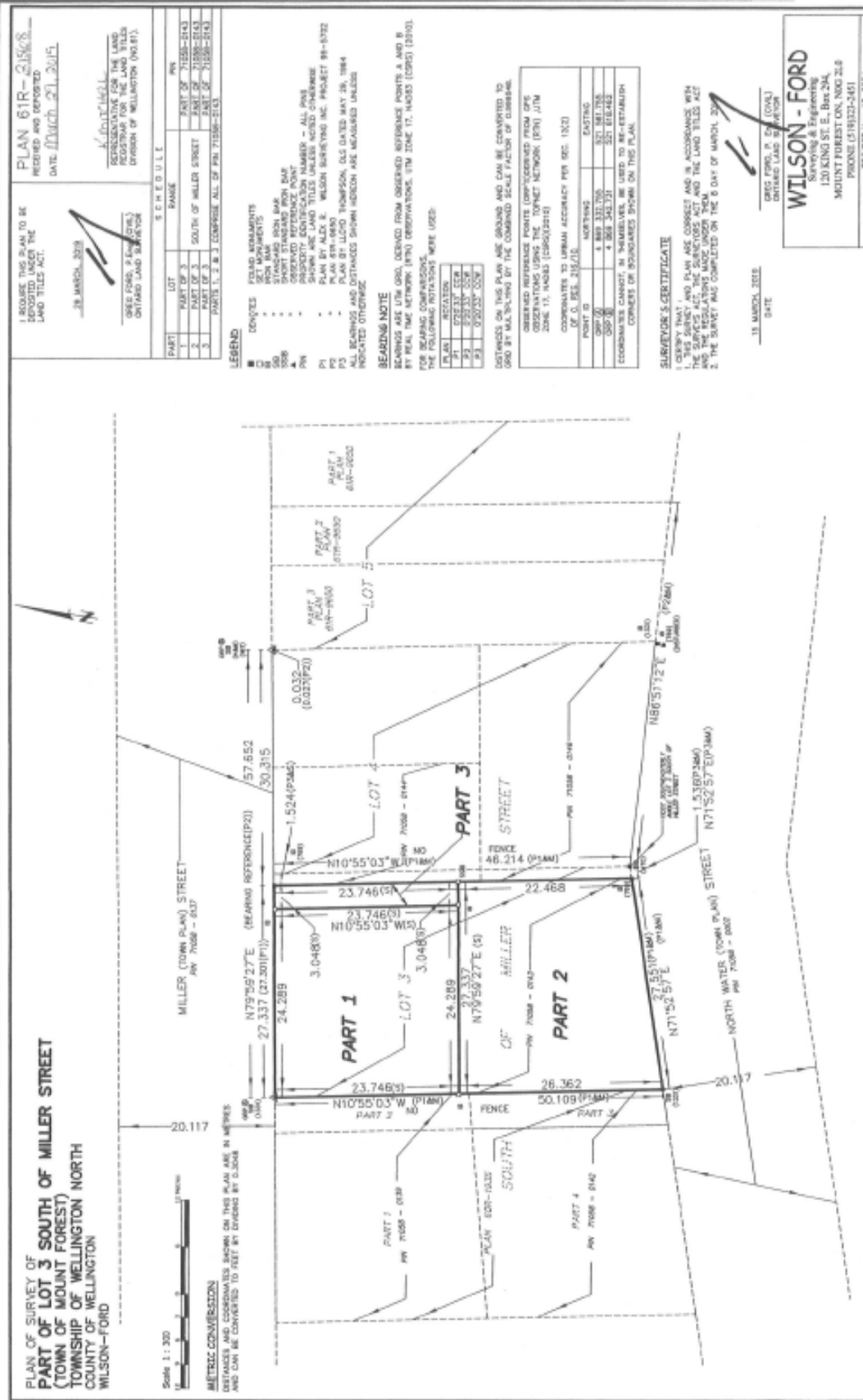
Respectfully submitted
 County of Wellington Planning and Development Department

Sincerely,

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

Michelle Innocente, RPP
 Senior Planner
Schedule 1: Draft Reference Plan

Schedule 1: Draft Reference Plan





Staff Report

To: Mayor and Members of Council Meeting of October 21, 2019
From: Tammy Pringle, Development Clerk
Subject: DC2019-005, Consent Application B62-19
 (Johanna Baars & Patrick Van Den Eijnden)

RECOMMENDATION

THAT Council of the Township of Wellington North receive DC Report 2019-005 being a report on Consent Application B62-19 known as 7470 Second Line, Arthur (Part Lot 33, Concession 2, West Garafraxa);

AND FURTHER THAT; Council could support this application as an agricultural related use severance provided that the lot size is reduced to only include the existing greenhouse and nursery operations (approx. 1.8ha [4.4ac]).

AND FURTHER THAT; Should the Planning & Land Division Committee approve the consent as proposed on application B62-19, the following matters are to be addressed as conditions of approval:

- **THAT** Payment be made of the fee of \$130.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** a Parkland dedication fee be paid (\$1,000 in 2019);
- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;
- **THAT** the Owner receive approval from the applicable road authority in a manner deemed acceptable to that road authority for an entrance to the severed parcel;
- **THAT** the severed parcel be rezoned, removing the site specific zoning that allows the greenhouse operation to the satisfaction of the Township;
- **THAT** the Owner enter into an agreement apportioning future maintenance costs on Jakobs Drain Branch A and B;
- **THAT** servicing can be accommodated on the severed and retained lands to the satisfaction of the local municipality;
- **THAT** any concerns of the Conservation Authority are adequately addressed.

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

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

The subject property is known as 7470 Second Line, Arthur (Part Lot 33, Concession 2, West Garafraxa);

Proposed severance is 11.9 hectares with 10m frontage, existing and proposed agricultural use.

Retained parcel is 5.6 hectares with 280m frontage, existing and proposed agricultural and residential use with existing dwelling, store, sheds, nursery, greenhouses.

FINANCIAL CONSIDERATIONS

The municipality will realize \$1,130.00 in parkland dedication fees and clearance fees.

ATTACHMENTS

- APPENDIX A:
 - Severance Sketch, Part of Lot 33, Concession 2 (West Garafraxa)
- APPENDIX B:
 - Zach Prince, MCIP RPP, Planner
Planning and Development Department, County of Wellington: Report

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	<i>Tammy Pringle</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

APPENDIX "A"

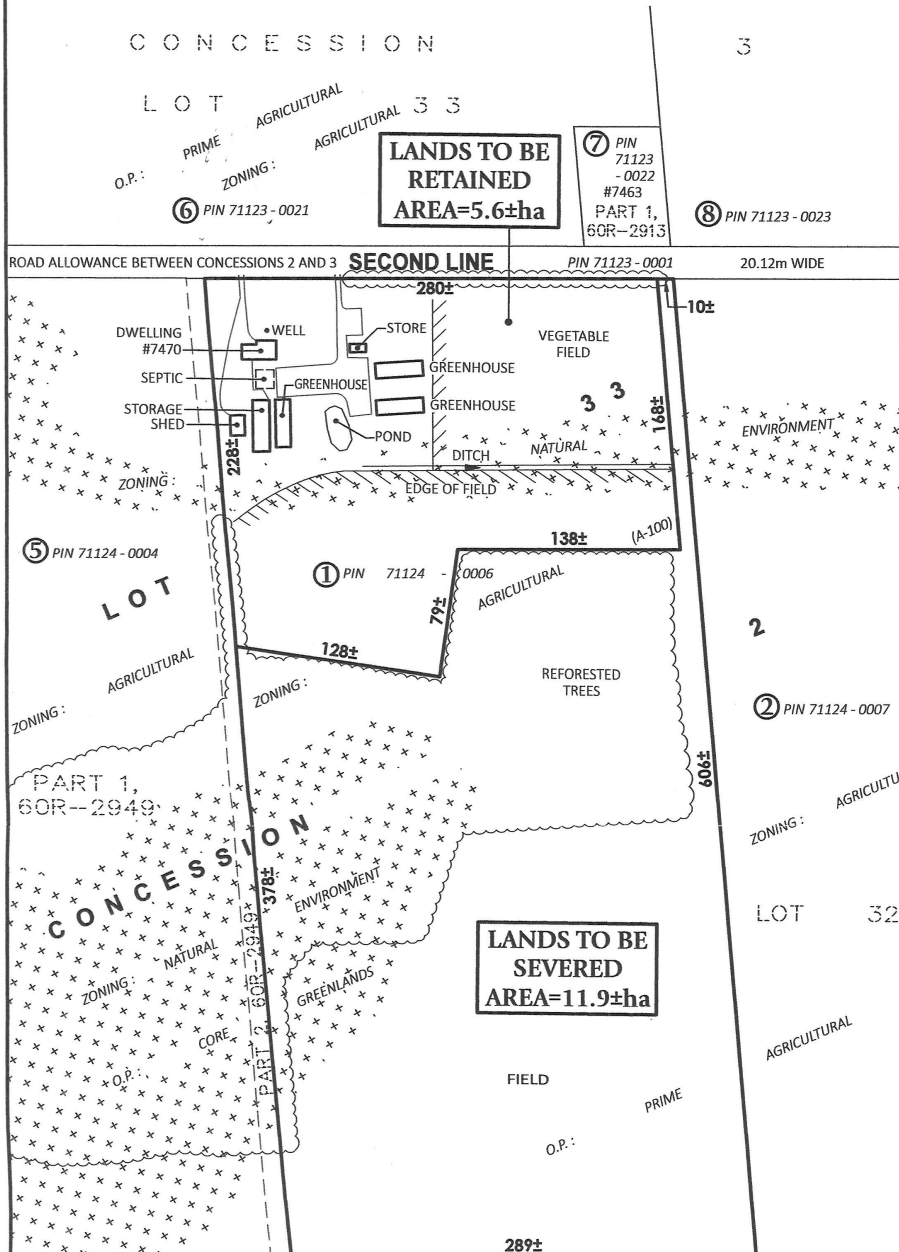
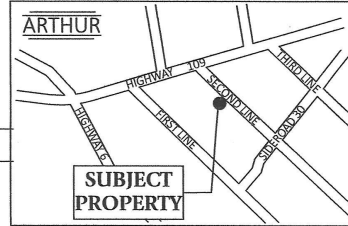
SEVERANCE SKETCH 035
PART OF LOT 33, CONCESSION 2
GEOGRAPHIC TOWNSHIP OF WEST GARAFRAXA
TOWNSHIP OF WELLINGTON NORTH
COUNTY OF WELLINGTON

SCALE 1 : 3000



VAN HARTEN SURVEYING INC.

KEYMAP



LANDS TO BE RETAINED
AREA=5.6±ha

LANDS TO BE SEVERED
AREA=11.9±ha

x x O.P. : CORE GREENLANDS
 x x ZONING: NATURAL ENVIRONMENT

THIS SKETCH WAS PREPARED
 ON THE 9th DAY OF SEPTEMBER 2019

Jeffrey E. Buisman
 JEFFREY E. BUISMAN
 ONTARIO LAND SURVEYOR

- NOTES:**
1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
 2. SUBJECT LANDS ARE ZONED AGRICULTURAL (A-100) & NATURAL ENVIRONMENT.
 3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF PRIME AGRICULTURAL & CORE GREENLANDS.
 4. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
 5. DIMENSIONS ON THIS SKETCH ARE APPROXIMATE AND HAVE NOT BEEN VERIFIED BY SURVEY.
 6. SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS.



Van Harten

SURVEYING INC.
 LAND SURVEYORS and ENGINEERS

Kitchener Ph: 519-742-8371	Guelph Ph: 519-821-2763	Orangeville Ph: 519-940-4110
www.vanharten.com		info@vanharten.com
DRAWN BY: ARN CHECKED BY: JEB PROJECT No. 26879-19		
Sep 11, 2019-7:50:22 AM		
G:\WEST GARAFRAXA\CON2\ACAD\SEV LOT 33 (ARTHUR GREENHOUSE) UTM.dwg		



Application	B62/19
Location	7470 Second Line, Part Lot 33, Concession 2 TOWN OF WELLINGTON NORTH (West Garafaxa)
Applicant/Owner	Johanna Baars & Patrick Van Der Eijnden

PRELIMINARY PLANNING OPINION: This application would sever a 11.9ha (29.4ac) vacant parcel in the Prime Agricultural area. A parcel approximately 5.6ha (13.8ac) in size containing a single detached dwelling, sheds, greenhouses and nursery would be retained.

Staff could support this application as an agricultural related use severance provided that the lot size is reduced to only include the existing greenhouse and nursery operations (approx. 1.8ha [4.4ac]). The proposed severance under the farm split policies would create two (2) undersized farms. The applicant has indicated that both the severed and the retained parcel would operate as a nursery with specific shrubs and trees with an existing retail component located on the retained portion.

Should the committee approve the consent as proposed, the following matters are to be addressed as conditions of approval:

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

A PLACE TO GROW: The Growth Plan for the Greater Golden Horseshoe, 2019, came into effect on May 16, 2019. The result of recent changes to the Growth Plan means the natural heritage system policies will continue to apply, however will only apply to the natural heritage systems mapped in the County Official Plan. The Agricultural System policies will continue to apply, but will apply only to the prime agricultural areas mapped in the County Official Plan as of July 1, 2017. All planning decisions are required to conform with the Growth Plan.

Based on the survey sketch submitted, the proposed severed lot is located outside any Key Natural Heritage Features or Key Hydrological Features.

PROVINCIAL POLICY STATEMENT (PPS): Lot creation for agricultural uses are permitted. As per Section 2.3.4.1 b, "that any new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services."

Section 2.3.4.1 a, was also considered, "that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type of size of agricultural operations."

Staff are of the opinion that if the retained lot was reduced to only include the existing buildings, the severed lands would have more flexibility in the type of agricultural operation that could be allowed on the lands.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated PRIME AGRICULTURAL and CORE GREENLANDS. Section 10.3.1 states that lot creation in the prime agricultural areas will be limited to the following:

- a) Agricultural uses
- b) Agricultural-related uses
- c) A residence surplus to a farming operation
- d) Lot line adjustments
- e) Community service facility

Under section 10.2.2. "where the County is concerned that a proposed lot in or adjacent to the Greenland Systems could negatively impact a natural feature or function, the County may require an environmental impact study to assess potential impacts and means of mitigation."

The application states that the consent is for a farm split (a), Section 10.3.2 states "New agricultural lots will normally be a minimum of 35ha in size. Smaller lots may be considered where there is clear evidence that the farmer intends to conduct an agricultural pursuit which can be successful on a smaller property."

The applicants have indicated that the current use as a nursery would continue operations and the severed portion of the application would operate similarly. Staff's opinion is that while the current operations are considered an agricultural use, the application is more consistent with an agricultural-related use severance, therefore Section 10.3.3 could be considered, "new lots for agricultural-related



uses should be kept to a minimum size necessary for the use and appropriate water and sewage system.”

Staff recommend that the lot size of the retained lands be reduced to the area surrounding the current nursery operation. Figure 1 shows a potential realignment of the lot areas which would result in an approx. 1.8ha (4.4ac) parcel and a 15.5ha (38ac) vacant agricultural parcel.

The matters under section 10.1.3 were considered.

WELL HEAD PROTECTION AREA: The subject property is located within Well Head Protection Area D with a Vulnerability Score of 2.

LOCAL ZONING BY-LAW: The subject property is currently zoned A-100 which permits the existing use of the commercial greenhouse and/or nursery on this site in addition to the permitted uses in the agricultural zone.

Section 8.2.1 of the Township zoning bylaw notes the minimum lot size to be 35.0ha (86ac) and 8.2.1 b notes that “a new lot created by consent or new parcels created by lot line adjustment pursuant to the provisions of the Planning Act, and which parcel (severed and/or retained lands) lacks either the required frontage or area, or both the required frontage and area, shall be deemed to comply with the lot frontage and lot area regulations of Section 8.2.1 and 8.2.2.”



Figure 1: Reconfigured lot area

ADDITIONAL INFORMATION: If the application were to be revised and reconsidered as an agricultural-related use severance in which the existing lands surrounding the business are severed from the agricultural area, staff may support a revised application.

SITE VISIT INFORMATION: The subject property was visited and photographed on September 27th, 2019. Notice Cards were posted, and the survey sketch appears to meet the application requirements.

Zach Prince MCIP RPP, Planner
 October 16th, 2019



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council, Meeting of October 21st, 2019
From: Darren Jones, Chief Building Official
Subject: CBO 2019-16 Building Permit Review Period Ending September 30th, 2019

RECOMMENDATION

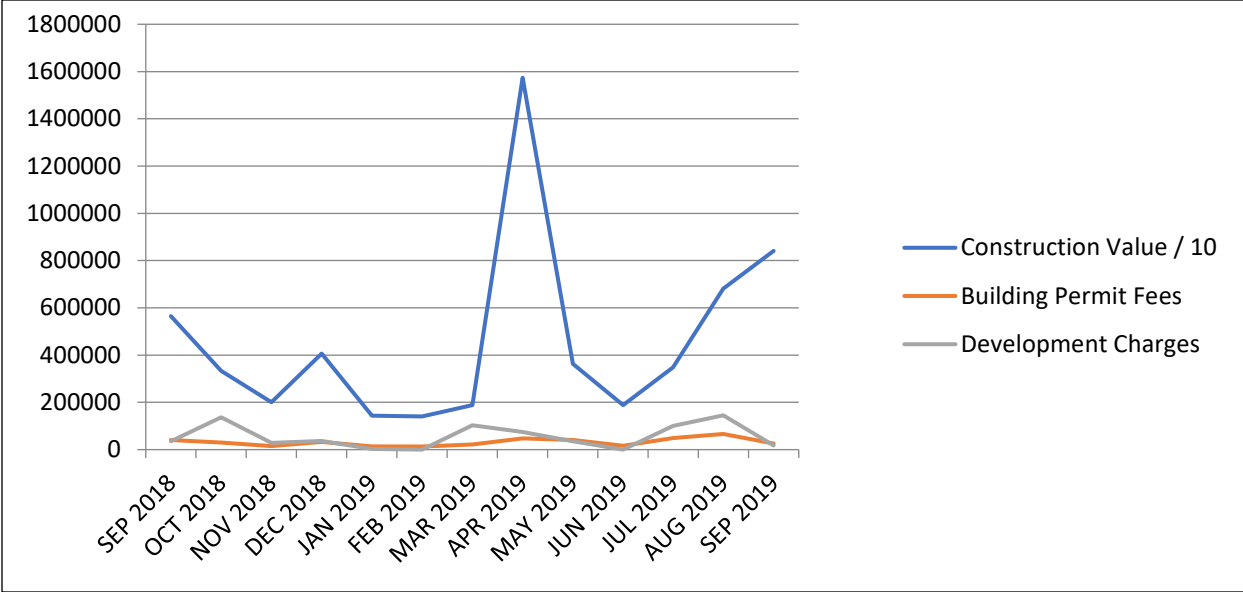
THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2019-16 being the Building Permit Review for the period ending September 30th, 2019.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

1. CBO 2019-15 Building Permit Review Period Ending August 31st, 2019
2. CBO 2018-17 Building Permit Review Period Ending September 30th, 2018

BACKGROUND

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEVELOPMENT CHARGES
Single Family Dwelling	3	1,262,000.00	9,000.00	18,278.00
Multi Family Dwelling	0	0.00	0.00	0.00
Additions / Renovations	0	0.00	0.00	0.00
Garages / Sheds	2	44,000.00	885.20	0.00
Pool Enclosures / Decks	22	30,500.00	3,087.15	0.00
Commercial	0	0.00	0.00	0.00
Assembly	2	7,000.00	260.00	0.00
Industrial	5	6,510,000.00	4,491.35	0.00
Institutional	0	0.00	0.00	0.00
Agricultural	9	505,000.00	6,598.20	0.00
Sewage System	3	50,000.00	1,560.00	0.00
Demolition	0	0.00	0.00	0.00
Total September 2019	46	8,408,500.00	25,881.90	18,278.00
Total Year to Date	204	44,672,650.00	295,365.48	477,006.34
12 Month Average	21	4,506,512.50	31,133.43	56,804.80



10 Year Monthly Average	23	2,391,975.00	20,213.37	20,067.44
10 Year, Year to Date Average	187	22,368,257.70	207,364.17	359,880.91

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

None.

STRATEGIC PLAN 2019 – 2022

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

- Yes
 No
 N/A

Which priority does this report support?

- Modernization and Efficiency
 Partnerships
 Municipal Infrastructure
 Alignment and Integration

Prepared By:	Darren Jones, Chief Building Official
Recommended By:	Michael Givens, Chief Administrative Officer

10/15/19

Township of Wellington North
CHEQUE DISTRIBUTION REPORT
Payables Management

Cheque Number	74542 to 74686		Cheque Amount
Cheque Number	Cheque Date	Vendor Name	Cheque Amount
74542	10/03/19	AMCTO Zone 2	\$100.00
74543	10/03/19	Arthur Foodland	\$46.62
74544	10/03/19	Arthur Home Hardware Building	\$353.98
74545	10/03/19	Artic Clear 1993 Inc.	\$60.80
74546	10/03/19	B & B Custom Crushing	\$31,640.00
74547	10/03/19	B. Richardson Transport Ltd.	\$6,809.78
74548	10/03/19	Beatty Petroleum Consulting	\$1,735.96
74549	10/03/19	Bluewater Fire & Security	\$571.66
74550	10/03/19	B M Ross and Associates	\$1,482.00
74551	10/03/19	Broadline Equipment Rental Ltd	\$214.23
74552	10/03/19	Canada's Finest Coffee	\$16.00
74553	10/03/19	Cedar Signs	\$248.23
74554	10/03/19	Compass Minerals Canada	\$44,381.95
74555	10/03/19		\$144.45
74556	10/03/19	County of Wellington	\$10,464.00
74557	10/03/19	Canadian Union of Public Emplo	\$1,558.07
74558	10/03/19	Duncan, Linton LLP, Lawyers	\$2,695.72
74559	10/03/19	E.C. King Contracting	\$1,131.13
74560	10/03/19	Easypay	\$585.34
74561	10/03/19	Frey Communications	\$5,161.66
74562	10/03/19	Fundex Investments Inc. In Tru	\$736.20
74563	10/03/19	Giffen LLP Lawyers	\$1,272.38
74564	10/03/19		\$46.00
74565	10/03/19	Grey County Fire Training Asso	\$400.00
74566	10/03/19	Hydro One Networks Inc.	\$320.47
74567	10/03/19	Ideal Supply Inc.	\$11.93
74568	10/03/19		\$18.72
74569	10/03/19	Lange Bros.(Tavistock) Ltd	\$8,475.00
74570	10/03/19	Maple Lane Farm Service Inc.	\$20,080.10
74571	10/03/19	Mount Forest Foodland	\$244.78
74572	10/03/19		\$289.47
74573	10/03/19		\$1,900.00
74574	10/03/19	North Wellington Co-op Service	\$57.74
74575	10/03/19	Ontario Association of Fire Ch	\$2,514.25
74576	10/03/19	Ont Mun Employee Retirement	\$39,704.32
74577	10/03/19	Ont Clean Water Agency	\$26,902.51
74578	10/03/19	PACKET WORKS	\$282.50
74579	10/03/19	Purolator Inc.	\$30.16
74580	10/03/19	Reeves Construction Ltd	\$7,381.27
74581	10/03/19	ROBERTS FARM EQUIPMENT	\$51.69

Cheque Number	Cheque Date	Vendor Name	Cheque Amount
74582	10/03/19	Rural Ont Municipal Associatio	\$1,276.90
74583	10/03/19	Royal Bank Visa	\$3,002.30
74584	10/03/19	Society of Composers, Authors	\$215.17
74585	10/03/19		\$1,918.62
74586	10/03/19	Suncor Energy Inc.	\$1,286.69
74587	10/03/19	TD Wealth	\$736.20
74588	10/03/19	Terryberry	\$452.00
74589	10/03/19	Trevor Roberts Auto Repair	\$62.60
74590	10/03/19	Triton Engineering Services	\$32,975.41
74591	10/03/19	Twp of Wellington North	\$721.51
74592	10/03/19	Union Gas	\$2,775.24
74593	10/03/19	Upper Grand Dist School Board	\$3,734.00
74594	10/03/19	Wellington Catholic Dist Sch B	\$1,234.00
74595	10/03/19	Wellington North Power	\$115.21
74596	10/03/19	Workplace Safety & Ins Board	\$8,204.36
74597	10/03/19	Yake Electric Ltd	\$7,109.96
74598	10/03/19	York University - Schulich Exe	\$2,768.50
74599	10/03/19	Young's Home Hardware Bldg Cen	\$130.82
74600	10/10/19	Abell Pest Control Inc	\$133.84
74601	10/10/19	Agrisan SC Pharma	\$4,911.70
74602	10/10/19	ALS Canada Ltd.	\$1,254.30
74603	10/10/19	Arthur Foodland	\$29.10
74604	10/10/19	Arthur Home Hardware Building	\$500.50
74605	10/10/19	Barclay Wholesale	\$500.03
74606	10/10/19	B.C. Construction	\$4,126.76
74607	10/10/19	Beatty Petroleum Consulting	\$2,243.16
74608	10/10/19	Bell Canada3	\$795.44
74609	10/10/19	Biz Bull	\$446.35
74610	10/10/19	Bluewater Fire & Security	\$602.75
74611	10/10/19	B M Ross and Associates	\$9,332.78
74612	10/10/19	Brian Woods Haulage	\$5,876.00
74613	10/10/19	Broadline Equipment Rental Ltd	\$2,002.36
74614	10/10/19		\$64.03
74615	10/10/19	Canada's Finest Coffee	\$190.43
74616	10/10/19	Canadian Safety Equipment	\$473.70
74617	10/10/19	CARQUEST Arthur Inc.	\$291.42
74618	10/10/19	Carson Supply	\$1,454.73
74619	10/10/19	Chalmers Fuels Inc	\$723.23
74620	10/10/19	Cimco Refrigeration	\$705.04
74621	10/10/19	Corporate Express	\$85.64
74622	10/10/19	Cotton's Auto Care Centre	\$169.44
74623	10/10/19	Darch Fire	\$765.01
74624	10/10/19	Delta Elevator Co. Ltd.	\$878.83
74625	10/10/19	Dewar Services	\$1,665.62
74626	10/10/19	Digital Postage On Call	\$5,650.00
74627	10/10/19	Dynamic Online Marketing Corp.	\$1,389.90

Cheque Number	Cheque Date	Vendor Name	Cheque Amount
74628	10/10/19	Everything Asphalt	\$5,989.00
74629	10/10/19	Excel Business Systems	\$328.94
74630	10/10/19		\$100.00
74631	10/10/19		\$279.00
74632	10/10/19	FOSTER SERVICES/822498 ONT INC	\$678.00
74633	10/10/19	FOXTON FUELS LIMITED	\$1,599.17
74634	10/10/19	Frey Communications	\$4,461.72
74635	10/10/19	Georgian Bay Waterworks Con	\$150.00
74636	10/10/19	Hanover Chrysler	\$1,776.72
74637	10/10/19		\$418.82
74638	10/10/19	Hydro One Networks Inc.	\$945.93
74639	10/10/19	Ideal Supply Inc.	\$57.81
74640	10/10/19	Jim's Auto Service	\$293.80
74641	10/10/19	KORE Mechanical Inc.	\$1,333.63
74642	10/10/19	Kwik Snaks Ltd	\$1,672.45
74643	10/10/19	Larry Hudson Chevrolet Buick G	\$167.75
74644	10/10/19	Lavis Contracting Co. Ltd.	\$174,854.78
74645	10/10/19	MADD Canada	\$315.27
74646	10/10/19	Maple Lane Farm Service Inc.	\$2,658.46
74647	10/10/19	Marcc Apparel Company	\$649.75
74648	10/10/19	Martins TLC	\$4,886.12
74649	10/10/19	Mount Forest Foodland	\$11.96
74650	10/10/19	MOLOK NORTH AMERICA LTD	\$1,134.87
74651	10/10/19	Moorefield Excavating Limited	\$536,403.40
74652	10/10/19	Murray Group Limited	\$1,049.94
74653	10/10/19	NORTH SHORE DISTRIBUTING	\$954.01
74654	10/10/19	North Wellington Co-op Service	\$88.56
74655	10/10/19	Ontario One Call	\$125.32
74656	10/10/19	Ont Clean Water Agency	\$7,303.69
74657	10/10/19	PETRO-CANADA	\$3,081.17
74658	10/10/19	PlayPower LT Canada, Inc.	\$513.21
74659	10/10/19		\$95.00
74660	10/10/19	Purolator Inc.	\$13.59
74661	10/10/19		\$66.30
74662	10/10/19	Reeves Construction Ltd	\$202,116.41
74663	10/10/19	Reliance Home Comfort	\$77.55
74664	10/10/19	RESQTECH Systems Inc	\$187.58
74665	10/10/19	Royal Bank Visa	\$2,430.61
74666	10/10/19	Rural Routes Pest Control Inc.	\$79.10
74667	10/10/19	Schoolhouse Products Inc.	\$1,994.45
74668	10/10/19	SGS Canada Inc.	\$1,378.60
74669	10/10/19	Stephen Hale	\$1,113.05
74670	10/10/19	Sterling Backcheck	\$24.80
74671	10/10/19	Stroeder's Truck & Trailer	\$5,088.44
74672	10/10/19	Suncor Energy Inc.	\$9,739.82
74673	10/10/19	Superior Propane	\$440.21

Cheque Number	Cheque Date	Vendor Name	Cheque Amount
74674	10/10/19	T&T Power Group	\$3,915.45
74675	10/10/19	Technical Standards & Safety A	\$40.68
74676	10/10/19	Trevor Roberts Auto Repair	\$87.98
74677	10/10/19	Triton Engineering Services	\$4,664.03
74678	10/10/19	Township of Centre Wellington	\$985.50
74679	10/10/19	Township of Mapleton	\$106.02
74680	10/10/19	Twp of Wellington North	\$235.04
74681	10/10/19	Union Gas	\$64.73
74682	10/10/19	Waste Management	\$20.34
74683	10/10/19	Wellington North Power	\$9,657.81
74684	10/10/19	Wightman Telecom Ltd.	\$135.91
74685	10/10/19	Wilson-Ford Surveying & Engine	\$25,167.28
74686	10/10/19	Young's Home Hardware Bldg Cen	\$147.97
		TOTAL:	\$1,360,460.15

	2019 Actuals YTD	2019 Budget Sept 30	Actual vs Budget YTD (over)/under	Variance %	2018 Actuals YTD	2019 vs 2018 YTD Variance
REVENUE						
Net Taxation (75%)	(5,819,731)	(5,865,908)	46,177	-0.8%	(5,608,665)	(211,066) [2]
Fees and Service Charges	(4,019,761)	(4,055,348)	35,587	-0.9%	(4,167,669)	147,908 [3]
Grants and Subsidies	(1,121,624)	(1,073,813)	(47,812)	4.5%	(1,140,388)	18,764
Trsf from Reserves & Res Funds	(825,432)	(825,432)	-	0.0%	(973,462)	148,030
Other Income						
Penalties and Interest on Taxation	(111,889)	(131,250)	19,361	-14.8%	(125,451)	13,562 [4]
Miscellaneous	(163,482)	(98,948)	(64,535)	65.2%	(68,715)	(94,767) [5]
Investment Income	(244,069)	(201,750)	(42,319)	21.0%	(258,580)	14,511 [6]
Rents, Concessions and Franchises	(468,572)	(554,318)	85,746	-15.5%	(469,198)	626 [7]
Donations	(4,758)	(4,200)	(558)	13.3%	(16,514)	11,756
	<u>(12,779,318)</u>	<u>(12,810,965)</u>	<u>31,647</u>	<u>-0.2%</u>	<u>(12,828,642)</u>	<u>49,324</u>
EXPENSES						
Council	83,690	100,740	17,050	16.9%	83,401	(289)
Administration	948,499	968,964	20,465	2.1%	988,576	40,077 [8]
Property	104,172	112,368	8,196	7.3%	83,794	(20,378) [9]
Fire Services	552,535	625,386	72,851	11.6%	492,460	(60,075) [10]
Policing & Crossing Guard Services	31,395	37,369	5,974	16.0%	33,944	2,549
Conservation Authority	115,517	115,517	-	0.0%	150,572	35,056 [11]
Protective Inspections & Control	255,807	222,120	(33,687)	-15.2%	219,399	(36,408) [12]
Animal Control	16,361	23,515	7,154	30.4%	20,578	4,217
Property Standards	11,513	27,281	15,768	57.8%	13,449	1,936
Roadways	2,115,081	2,225,762	110,681	5.0%	1,799,657	(315,424) [13]
Street Lighting	111,148	132,765	21,617	16.3%	111,778	630
Cemetery	41,399	43,184	1,785	4.1%	28,530	(12,869) [14]
Recreation	1,914,026	1,998,778	84,752	4.2%	2,199,501	285,475 [15]
Planning	29,032	53,407	24,375	45.6%	30,624	1,592 [16]
Economic Development	215,137	170,138	(45,000)	-26.4%	183,164	(31,973) [17]
WNP Holding	-	39,825	39,825		-	-
Municipal Drains	69,352	83,257	13,905	16.7%	54,231	(15,121) [18]
Rural Water	3,695	5,545	1,850	33.4%	3,984	289
Sanitary Sewers	1,167,494	1,299,611	132,117	10.2%	1,127,757	(39,737) [19]
Water Works	752,967	912,947	159,980	17.5%	700,197	(52,770) [20]
Transfers to Reserves/Res Funds (50%)	874,871	874,871	-	0.0%	628,257	(246,614)
Transfers to capital fund (50%)	2,737,618	2,737,618	-	0.0%	2,931,938	194,321
	<u>12,151,308</u>	<u>12,810,965</u>	<u>659,656</u>	<u>5.1%</u>	<u>11,885,791</u>	<u>(265,517)</u>
(SURPLUS)/DEFICIT	<u>(628,010)</u>	<u>(0)</u>				

Township of Wellington North

General Fund Financial Summary

Budget vs Year to Date – Ending September 30, 2019

1. The financial statement for the Township of Wellington North's operating activities were prepared on a cash basis. The only significant adjustments made to financial summary were to accrue revenue for water and sewer user fees to correspond with expenses incurred. Additionally, audit fees, debenture principal, conservation authority levies, and municipal charges for fire services are reported on an accrual basis.

REVENUES

2. Net Taxation: Stated YTD Actuals are shown at 75% of actual to coincide with expenditures incurred over first 3 quarters (matching).
3. Fees and Service Charges: User fees and service charges include manual accrual adjustment for Sewer and Water revenue in both 2018 and 2019, due to significance of amount. To date, building permits are trailing budget by ~\$47K.
4. Penalties and Interest on Taxation: Revenue on past due accounts are down in 2019 (and trailing budget) due to reduction in outstanding receivables.
5. Miscellaneous: revenues are currently exceeding budget and are up year over year – largely driven by CBO non-refundable revenues being over budget and attributable to flat rate fee structure, TORAC revenues (rate increase), and Roads revenues being generated.
6. Investment Income: Slightly over budget in year (favourable revenues driven by account balances), but decreased year over year – portion of interest income being retained in reserve funds as opposed to operating budget.
7. Rents, Concessions and Franchises: Actual trailing in year budget and prior year – largely driven by seasonal factors and are expected to come in-line with budget over Q4.

EXPENSES

No manual accrual adjustments were made for operating expenses incurred to September 30th. Insurance premiums are recorded at 100% of annual costs (\$189K - Pretax) and were not adjusted for prepayment.

8. Administration: Actuals are currently approximating budget; however, are trailing prior year – largely driven by cyclical nature of election costs.
9. Property: Actuals are trailing budget; however, are up year over year. The year over year increase is largely driven by expenses incurred for the Blacksmith shop activities, and a lease driven rate increase for the Arthur Medical Centre.
10. Fire Services: Mount Forest and Arthur fire halls are operating below budget due to timing of firefighter pay dates but are expected to come in line with budget through Q4. Year over year spend increases are largely attributable to Uniform costs, Minor Equipment purchases, Dispatch costs, FPO wages, and MF firehall repairs.
11. Conservation Authority: as mentioned in 1 above.

12. Protective Inspections & Control: Current, and Year over Year Variances driven by Salary & benefit premium costs.
13. Roads: Most year over year variance due to costs associated with gravel pit works, training, equipment maintenance, bridge and culvert, and winter maintenance supplies along with other various seasonal wage and benefit fluctuations; currently under budget and above prior year during same period.
14. Cemetery: Property expense and equipment maintenance activity during 2019 are above 2018 levels over similar timeframe, and approximating budget in-year.
15. Recreation: Current year actual approximating budget. Year over year variance driven by reduced in-year debt servicing costs as debentures relative to the MF Community Centre have matured and have been settled.
16. Planning: Actuals trailing budget and prior year – largely driven by in year legal expenditures trailing expectation
17. Economic Development: Current, and year over year unfavourable variances are being driven by in-year downtown revitalization initiative expenditures which will be offset by contribution from grant funding received closer to year end once full-year expenditures have crystalized.
18. Municipal Drains: Variance largely driven by in-year activities to bring aged drain accounts current – realization of Township expense(s) associated with aging drain maintenance efforts.
19. Sanitary Sewers: Utilities, Disposal, and maintenance currently trailing budgeted amounts.
20. Water Works: Overall, expenditures are up slightly year-over-year and trailing in-year budget. Year-over-year variance is predominately driven by materials, supplies and testing; whereas, in-year budget to actual variance is driven by salaries in benefits, source water protection, and maintenance and materials and supplies trailing budget due to seasonal constraints.

Township of Wellington North
2019 Reserves and Reserve Funds
30-Sep-19

Reserves	Balance				Subtotal	Interfund Loans	Unbooked Additions	Unbooked Commitments	Balance	
	31-Dec-18	Interest	Additions	Reductions					30-Sep-19	
<u>Taxation Reserves</u>										
1-00-00-000-3010	Tax Rate Stabilization Reserve	1,594,780	-	-	(158,225)	1,436,554	-	-	1,436,554	
1-00-00-000-3012	Municipal Election Reserve	20,000	-	20,000	-	40,000	-	-	40,000	
1-00-00-000-3015	Facilities Maintenance Reserve	265,926	-	48,000	-	313,926	-	-	313,926	
1-00-00-000-3092	Council Community & Contingency Reserve	106,640	-	-	(84,000)	22,640	-	-	22,640	
		1,987,346	-	68,000	(242,225)	1,813,120	-	-	1,813,120	
<u>Taxation Reserve Funds</u>										
3-00-15-002-3210	Wellington North Power Debt Repayment	537,285	-	55,674	(86,000)	506,959	-	-	506,959	
3-00-20-000-3210	Wellington North Fire Res. Fund	461,524	-	167,177	(61,845)	566,856	-	-	566,856	
3-00-26-000-3210	Building Permit Reserve Fund	248,029	-	90,017	-	338,047	-	-	338,047	
3-00-30-000-3210	Capital Infrastructure Reinvestment Reserve Fund	1,816,658	-	697,657	(1,276,784)	1,237,531	(274,046)	(303,846)	659,639	
3-00-36-000-3210	Streetlight Reserve Fund	156,231	-	5,000	(132,000)	29,231	-	-	29,231	
3-00-52-000-3210	Cemetery Perpetual Care Res. Fund	64,487	-	5,000	-	69,487	-	-	69,487	
3-00-82-000-3210	Industrial Commercial Property Res. Fund	1,915,717	-	-	(30,000)	1,885,717	-	23,500	(111,812)	1,797,405
3-00-99-000-3210	Capital Equipment Reserve Fund	1,609,271	-	100,000	(894,862)	814,409	-	-	(10,055)	804,354
		6,809,202	-	1,120,525	(2,481,491)	5,448,236	(274,046)	23,500	(425,713)	4,771,977
	Total Taxation Reserves & Reserve Funds	8,796,547	-	1,188,525	(2,723,716)	7,261,356	(274,046)	23,500	(425,713)	6,585,097
<u>User Fee Reserve Funds</u>										
3-00-40-001-3210	SS - Reserve Fund	6,946,051	-	-	(6,312,817)	633,234	274,046	-	-	907,281
3-00-42-001-3210	Waterworks Reserve Fund	4,605,682	-	694,172	(418,652)	4,881,202	-	-	-	4,881,202
		11,551,733	-	694,172	(6,731,469)	5,514,436	274,046	-	-	5,788,483
	Total User Fee Reserves & Reserve Funds	11,551,733	-	694,172	(6,731,469)	5,514,436	274,046	-	-	5,788,483
<u>Development Charges</u>										
3-00-40-000-3210	Wellington North Sewer D.C.s	2,144,171	-	-	(2,080,000)	64,171	-	-	-	64,171
3-00-42-000-3210	Wellington North Water D.C.s	470,772	-	-	(440,000)	30,772	-	-	-	30,772
3-00-30-300-3210	Wellington North Roads D.C.s	382,981	-	-	-	382,981	-	-	-	382,981
3-00-20-300-3210	Wellington North Fire D.C.s	164,986	-	-	-	164,986	-	-	-	164,986
3-00-70-300-3210	Wellington North Outdoor Rec D.C.s	114,755	-	-	(51,000)	63,755	-	-	-	63,755
3-00-71-300-3210	Wellington North Indoor Rec D.C.s	32,930	-	-	-	32,930	-	-	-	32,930
3-00-15-300-3210	Wellington North Admin D.C.s	18,474	-	-	-	18,474	-	-	-	18,474
	Total DC Reserve Funds	3,329,069	-	-	(2,571,000)	758,069	-	-	-	758,069
<u>Other Obligatory Reserve Funds</u>										
3-00-70-000-3210	Parkland: Cash in Lieu	168,898	-	-	-	168,898	-	-	-	168,898
3-00-15-000-3210	Federal Gas Tax Funding	448,890	-	546,266	(726,000)	269,156	-	-	(132,156)	137,000
3-00-83-000-3210	Ontario - Main St. Revitalization	49,059	-	-	-	49,059	-	-	-	49,059
		666,847	-	546,266	(726,000)	487,113	-	-	(132,156)	354,957
	Total Reserves & Reserve Funds	24,344,197	-	2,428,963	(12,752,185)	14,020,975	-	23,500	(557,869)	13,486,606



048



COMMUNIQUE



September 2019

**EMERGENCY CALLS FOR SERVICE
TRAINING**

ARTHUR STATION:

The Arthur Station responded to **10** calls for service during the month.

Practice/ Meetings:

Sept 3, 2019 (16) members were present
Sept 10, 2019 (13) members were present
Sept 17, 2019 (15) members were present

MOUNT FOREST STATION:

The Mount Forest Station responded to **15** calls for service during the month.

Practice/ Meetings:

Sept 3, 2019 (12) members were present
Sept 10, 2019 (15) members were present
Sept 24, 2019 (13) members were present

Deputy Chief
Bill Hieber



Communiqué



CALL TYPE	ARTHUR STATION	AREA	MOUNT FOREST STATION	AREA
Medical	1		5	Town (5)
		Township (1)		
Apartment Chair Fire			1	Town (1)
Illegal Burn	1	Township (1)	1	Township (1)
Structure Fire	3	Township (1)	3	Township (1)
		Southgate (1) Mapleton (1)		Southgate (1) Mapleton (1)
Motor Vehicle Collision	3	Township (2)	3	Town (1)
		Town (1)		Southgate (1)
				Township (1)
Fire Alarm			1	Town (1)
C/O Smoke	1	Town (1)		
Investigation	1	Town (1)		
Assist Other			1	
				O.P.P (1)



Communiqué



Fire Prevention/Public Education

FIRE SAFETY PRESENTATIONS

Musashi Wellness Fair

FIRE SAFETY INSPECTIONS

044037 Southgate Road 04
340 Waterloo St. M.F. Final Inspection
271 Main St. South M.F. Final Inspection
255 Queen St. West M.F. Final Inspection
291 Queen St. West M.F. Final Inspection
271 King St. West M.F. Final Inspection
356 Birmingham St. M.F. Final Inspection

FIRE INVESTIGATIONS

235 Egremont St. North M.F.
392058 Grey Road 109 Holstein

FIRE SAFETY COMPLAINT INSPECTIONS

8773 Concession 9 Fifth Ave Lot 50

FIRE SAFETY PLAN REVIEWS

St. John Catholic School Arthur
Wellington Heights Secondary School M.F.
Birmingham Retirement M.F.
236 Egremont St. M.F.
142 Melissa Crescent M.F.

VULNERABLE OCCUPANCY FIRE DRILLS

BURN PERMIT SITE INSPECTIONS

BURN COMPLAINTS

Fire Prevention Officer
Marco Guidotti



Communiqué



“TEST YOURS *TODAY*”

“*SAVING LIVES THROUGH EDUCATION*”



Next Communiqué will be November 2019



Staff Report

To: Mayor and Members of Council Meeting of October 21, 2019
From: Matthew Aston, Director of Operations
Subject: OPS 2019-021 being a report on the Township's Year-to-Date Wastewater Treatment Plant Flows

RECOMMENDATION

THAT the Council of the Township of Wellington North receive Report OPS 2019-021 being a report on the Township's year-to-date wastewater treatment plant flows.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

NA

BACKGROUND

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

FINANCIAL CONSIDERATIONS

NA

ATTACHMENTS

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

STRATEGIC PLAN 2019 – 2022

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

Yes No N/A

Which priority does this report support?

Modernization and Efficiency Partnerships

Municipal Infrastructure Alignment and Integration

Prepared By: Matthew Aston, Director of Operations

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

Schedule A – Raw Flows to Arthur WWTP

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

Total Raw Flow	2019	2018	2017	2016	2015
January	41,156	55,385	63,649	45,501	33,624
February	35,751	49,613	48,184	59,638	35,797
March	52,154	44,628	55,389	67,162	65,749
April	65,050	72,460	56,126	61,960	66,211
May	52,197	42,538	55,362	34,349	34,729
June	34,204	30,107	43,744	30,501	49,402
July	29,419	27,631	35,927	32,110	35,490
August	28,513	29,832	30,082	29,326	29,551
September		25,759	29,939	27,305	28,096
October		31,127	38,649	32,344	34,550
November		40,005	51,441	34,523	43,620
December		45,947	44,840	40,332	47,079
Total	338,444	495,032	553,332	495,051	503,898
ave. daily m3 flow	1,434	1,356	1,515	1,353	1,381
year-to-year change		-10.5%	12.0%	-2.0%	-20.2%
3 year rolling ave.		1,408	1,416	1,488	1,678

Schedule B – Raw Flows to Mount Forest WWTP

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

Raw Flows (m3)	2019	2018	2017	2016	2015
January	62,930	72,264	101,873	63,096	48,963
February	58,717	69,335	80,512	112,321	37,214
March	84,362	59,573	79,011	84,073	78,023
April	105,219	105,366	82,612	92,402	79,461
May	75,806	67,496	89,099	53,728	50,648
June	50,675	45,497	72,418	43,001	55,737
July	41,885	41,328	74,665	39,940	47,288
August	38,095	55,119	52,226	43,687	43,342
September		43,443	47,978	46,205	41,821
October		45,263	58,715	40,309	41,712
November		64,675	69,005	40,011	55,008
December		74,802	55,718	52,699	58,499
Total	517,689	744,161	863,832	711,472	637,716
ave. per day m3	2,289	2,038	2,367	1,944	1,747
year to year change		-13.9%	21.4%	11.3%	-15.6%
3-year rolling ave.		2,116	2,021	1,921	2,018



Staff Report

To: Mayor and Members of Council Meeting of October 21, 2019

From: Matthew Aston, Director of Operations

Subject: OPS 2019-022 being a report on the Township's 2019 Drinking Water System Inspection Reports

RECOMMENDATION

THAT the Council of the Township of Wellington North receive Report OPS 2019-022 being a report on the Township's 2019 Drinking Water System Inspection Reports;

AND FURTHER THAT Council direct staff to publish the inspection reports shown in Schedule A and Schedule B on the Township's website;

AND FURTHER THAT Council direct staff to publish the media release as shown in Schedule C of Report OPS 2019-022.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

NA

BACKGROUND

Ministry of Environment, Conservation and Parks (MECP) conducted inspections of the Township's drinking water system in Arthur and Mount Forest in August and September 2019.

The inspection involves a field visit of all Township drinking water supply facilities as well as a thorough review of the data collected which monitors system performance. The results of the inspection are detailed within an inspection report which have been included as Schedule A and Schedule B.

FINANCIAL CONSIDERATIONS

NA

ATTACHMENTS

Schedule A – 2019 MECP Inspection Report – Arthur Well Supply
Schedule B – 2019 MECP Inspection Report – Mt. Forest Well Supply
Schedule C – Proposed Media Release

STRATEGIC PLAN 2019 – 2022

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

Yes No N/A

Which priority does this report support?

Modernization and Efficiency Partnerships
 Municipal Infrastructure Alignment and Integration

Prepared By: Matthew Aston, Director of Operations

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

Schedule C – Media Release**ARTHUR AND MOUNT FOREST DRINKING
WATER SYSTEMS ACHIEVE 100% RATING FOR
TWELFTH CONSECUTIVE ANNUAL INSPECTIONS**

For Immediate Release **October 21, 2019**

Wellington North, ON – The Township of Wellington North is pleased to announce that they have received inspection reports, conducted by the Ministry of Environment, Conservation and Parks (MECP), for the twelfth consecutive year, achieving a 100% rating for both the Arthur and Mount Forest Drinking Water Systems.

The inspection reports are provided to the Township by the MECP after a thorough onsite inspection of the Township's water systems is conducted by a MECP Provincial Officer. The inspection considers both operational risk and compliance and is completed annually. The inspection report provides the MECP, Public Health and the system owner with a summarized quantitative measure of each Drinking Water System's performance. The rating result is based out of 100 and is published in the Ministry's Chief Drinking Water Inspections Annual Report.

"The Township's water and sewer team should be proud of this achievement," stated the Water and Sewer Supervisor, Corey Schmidt. "We have a professional water and sewer team that has delivered twelve consecutive years of top performance."

For more information or to receive a copy of the report, please contact:

Sara McDougall
Process and Compliance Analyst
Township of Wellington North
519-848-3620 x4628
smcdougall@wellington-north.com

Ministry of the Environment,
Conservation and Parks
Drinking Water and Environmental
Compliance Division
West Central Region
Guelph District Office

1 Stone Road West
4th Floor
Guelph, Ontario N1G 4Y2
Tel.: 519 826-4255
Fax: 519 826-4286

Ministère de l'Environnement de la
Protection de la nature et des Parcs
Division de la conformité en matière
d'eau potable et d'environnement
Direction régionale du Centre-Ouest
Bureau de district de Guelph

1, chemin Stone ouest
4^e étage
Guelph (Ontario) N1G 4Y2
Tél.: 519 826-4255
Télééc: 519 826-4286



September 19th, 2019

Mr. Mathew Aston
Director of Public Works
The Township of Wellington North
PO Box 125
7490 Sideroad 7W
Kenilworth, Ontario
N0G 2E0

Dear Mr. Aston,

SUBJECT : 2019 MECP Inspection Report – Arthur Well Supply (DWS # 220000040)

Please find enclosed the Ministry of the Environment, Conservation and Parks ('MECP' or the 'Ministry') Inspection Report for the inspection of the Arthur WS, which was recently conducted.

The primary focus of this inspection was to confirm compliance with MECP legislation and control documents, as well as conformance with Ministry drinking water related policies for the inspection period. The Ministry is implementing a rigorous and comprehensive approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as water system management practices.

In order to measure individual inspection results, the Ministry has established an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement (II&E) Secretariat and advice of internal and risk experts. The Inspection Summary Rating Record (IRR) provides the Ministry, the system owner and the associated Public Health Units with a summarized quantitative measure of the drinking water system's annual inspection and regulated water quality testing performance. IRR ratings are published (for the previous inspection year) in the Ministry's Chief Drinking Water Inspectors' Annual Report. Please find a copy of the IRR for this inspection, in the Appendices of this report.

Section 19 of the Safe Drinking Water Act (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision-making authority.

2019 Arthur Inspection Report
Page 2.

These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "Taking Care of Your Drinking Water: A guide for members of municipal council" found on the Drinking Water Ontario website at ; <https://www.ontario.ca/page/taking-care-your-drinking-water-guide-members-municipal-councils>

If you have any questions regarding any other aspects of this report, please feel free to contact myself or the Drinking Water Supervisor (Lisa Williamson) at this office at (519) 826-4255.

Thankyou.

Yours truly,

A handwritten signature in black ink, appearing to read "Rick Neubrand". The signature is written in a cursive, somewhat stylized font.

Rick Neubrand
Senior Environmental Officer / Inspector
Ministry of the Environment, Conservation and Parks
Drinking Water and Environmental Compliance Division
Guelph District Office

Encl: Reports (1)

CC : Sandra Cooke – GRCA
: Shawn Zentner –WDGHU
: Sara McDougall – TWN
: Corey Schmidt - TWN



Ministry of the Environment, Conservation and Parks

**ARTHUR DRINKING WATER SYSTEM
Inspection Report**

Site Number:	220000040
Inspection Number:	1-KY4BR
Date of Inspection:	Aug 22, 2019
Inspected By:	Richard Neubrand



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OWNER INFORMATION:

Company Name:	WELLINGTON NORTH, THE CORPORATION OF THE TOWNSHIP OF	Unit Identifier:	
Street Number:	7490		
Street Name:	SIDEROAD 7 W		
City:	KENILWORTH		
Province:	ON	Postal Code:	N0G 2E0

CONTACT INFORMATION

Type:	Director	Name:	Matt Aston
Phone:	(519) 848-3620 x4250	Fax:	(519) 848-3228
Email:	maston@wellington-north.com		
Title:	Director of Operations		
<hr/>			
Type:	CAO	Name:	Michael Givens
Phone:	(519) 848-3620 x4225	Fax:	(519) 848-3228
Email:	mgivens@wellington-north.com		
Title:	CAO		
<hr/>			
Type:	Main Contact	Name:	Sarah McDougall
Phone:	(519) 848-5327	Fax:	(519) 848-5291
Email:	smcdougall@wellington-north.com		
Title:	Process Compliance Analyst		
<hr/>			
Type:	Operator	Name:	Corey Schmidt
Phone:	(519) 321-1082	Fax:	(519) 848-5291
Email:	cschmidt@wellington-north.com		
Title:	Water & Sewer Supervisor		

INSPECTION DETAILS:

Site Name:	ARTHUR DRINKING WATER SYSTEM
Site Address:	109 WELLS Street ARTHUR ON N0G 1A0
County/District:	WELLINGTON NORTH
MECP District/Area Office:	Guelph District
Health Unit:	WELLINGTON-DUFFERIN-GUELPH HEALTH UNIT
Conservation Authority:	Grand River Conservation Authority
MNR Office:	Guelph Regional Office
Category:	Large Municipal Residential
Site Number:	220000040
Inspection Type:	Announced
Inspection Number:	1-KY4BR
Date of Inspection:	Aug 22, 2019
Date of Previous Inspection:	Aug 22, 2018

COMPONENTS DESCRIPTION

Site (Name): WELLS 1, 2, 3, 5, 6 & 7A - Decommissioned
Type: Source **Sub Type:** Ground

Comments:
Wells 1, 2, 3, 5 and 6 were decommissioned in 2005. Well 7A was decommissioned in 2006 after Wells 8A and 8B were commissioned.

Site (Name): WELL 7B RAW
Type: Source **Sub Type:** Ground

Comments:
Well 7B, drilled in 1998, is a 254 mm diameter, 46 m deep overburden well located in a shed behind the pumphouse at 109 Wells Street West. It is equipped with a submersible pump rated at 22.7 L/s at 105 m TDH and driven by a 30 kW electric motor. A magnetic flow meter measures the rate and amount of water pumped from the well.

Site (Name): WELL 7B TREATED
Type: Treated Water POE **Sub Type:** Treatment Facility

Comments:
Pumphouse 7B is located at 109 Wells Street West, 25 m north of the Conestoga River. It houses supply, treatment and control facilities for Well 7B.

Disinfection is achieved via the addition of sodium hypochlorite; there is a chemical solution tank and two chemical metering pumps (one duty, one spare) with a feed line connected to the well pump discharge piping. The chlorine contact facility consists of 42 m of 600 mm diameter PVC watermain, and includes one swab launching station and one swab retrieval station. Two chlorine residual analyzers measure the free chlorine residual into and out of the contact facility, and are connected to the Township's SCADA system. The analyzers discharge to a soakaway pit.

The iron treatment system utilizes sodium silicate for iron sequestering, and consists of a chemical solution tank and two chemical metering pumps (one duty, one spare) with a feed line connected to the well pump discharge piping. The pumphouse is equipped with a receptacle for portable generator hook up when needed.

Site (Name): WELL 8A RAW
Type: Source **Sub Type:** Ground Water

Comments:
Well 8A is a 254 mm diameter, 61.9 m deep overburden well located outside the pumphouse at Part of Lots 20 and 21, Concession A, former Township of Peel. It is equipped with a submersible pump rated at 26.1 L/s at a total dynamic head of 70.7 m. A magnetic flow meter measures the rate and amount of water pumped from the well. Well 8A was commissioned in August 2005.

Site (Name): WELL 8B RAW
Type: Source **Sub Type:** Ground Water

Comments:
Well 8B is a 254 mm diameter, 62.2 m deep overburden well located outside the pumphouse at Part of Lots 20 and 21, Concession A, former Township of Peel. It is equipped with a submersible pump rated at 26.1 L/s at a total dynamic head of 70.7 m. A magnetic flow meter measures the rate and amount of water pumped from the well. Well 8B was commissioned on September 30, 2005.

Site (Name): WELL 8A/8B TREATED
Type: Treated Water POE **Sub Type:** Treatment Facility

Comments:
Pumphouse 8A/8B is located at 7560 Jones Baseline. It houses supply, treatment and control facilities for Wells 8A and 8B.

Disinfection is achieved via the addition of sodium hypochlorite; there is a chemical solution tank and two chemical metering pumps (one duty, one standby with automatic switchover), with a feed line connected to the well pump discharge piping. The chlorine contact facility consists of 68 m of 500 mm diameter PVC watermain, and includes one swab launching station and one swab retrieval station. Two chlorine residual analyzers, connected to the Township's SCADA system, measure the free chlorine residual into and out of the contact facility. The analyzer discharge is directed to a soakaway pit.

'Waterworx' is utilized for iron and manganese sequestering, delivered via a chemical solution tank and metering pumps (two dedicated duty, one standby), with a feed line connected to the well pump discharge piping. Back up power is provided by a 100 kW standby diesel generator with 900 L double walled fuel tank.

Site (Name): DISTRIBUTION

Type: Other

Sub Type:

Comments:

The distribution system serves approximately 2,333 consumers comprised of approximately of 810 residential premises and 140 industrial, commercial and institutional locations. There are two water storage towers (with volumes of 227 m³ and 1,135 m³), approximately 18 km of watermains, 168 valves, 110 fire municipal hydrants and 7 private hydrants.

Site (Name): MOE DWS Mapping

Type: DWS Mapping Point

Sub Type:

INSPECTION SUMMARY:

Introduction

- **The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water related policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment and distribution components as well as management practices.**

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

This inspection is an assessment of the Town of Arthur's drinking water system (DWS).

The Town of Arthur is a small rural community with a population of approximately 2333. It is located approximately 36 km north of the City of Guelph, and 61 km northwest of the City of Brampton.

The drinking water system for the Town of Arthur is comprised of three wells, two pumphouses, and two water towers. Treatment consists of chlorination for disinfection and iron sequestration.

The review period for this inspection is from August 22, 2018 to August 22, 2019.

Source

- **The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials.**
- **Measures were in place to protect the groundwater and/or GUDI source in accordance with any the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.**

According to Water Well Record #6712921, the annular space for Well 7B was filled with cement grout and bentonite from ground level to a depth of 40 feet. According to Water Well Records #6714775 and 6714776, the annular spaces for Well 8A and Well 8B were each filled with cement grout from ground level to a depth of 183 feet.

Sections 16.2.7 - 16.2.9 of Schedule B in the MDWL requires that an inspection schedule for all wells associated with the drinking water system be included in the operations and maintenance manual. There must be inspection and maintenance procedures for the entire well structure of each well including all above and below grade components, and remedial action plans for situations where an inspection indicates non-compliance with respect to

Source

regulatory requirements and/or risk to raw well water quality.

The Township of Wellington-North has established a well inspection program that includes inspections of the production wells on an annual basis. Also, a detailed assessment of the wells, including below grade components, is set to be scheduled approximately every 10 years, if feasible.

With respect to next below grade (video) inspections, the owner reported that;

- Well 7 was last inspected in 2007 and intend to have it inspected again by the end of 2019.
- Well 8A was last inspected November 13, 2013.
- Well 8B was last inspected on October 3, 2013.

Capacity Assessment

- **There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.**

Section 2.1 of Schedule C in the MDWL outlines the requirements for flow measurement and recording. For this system, continuous flow measurement and recording shall be undertaken for the flow rate and daily volume of treated water that flows from the treatment subsystem into the distribution system, as well as water that flows into the treatment subsystem. For this system, each well is equipped with a flow meter that in essence serves as a treated flow meter due to the treatment occurring within piping rather than a reservoir. The flow meters for this system were verified for accuracy on August 10, 2018 and August 6, 2019. All were found to be measured within acceptable tolerances.

- **The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.**

Schedule C of the MDWL dictates a rated capacity of 1,961 m³/day for Well Pumphouse 7, and 2,255 m³/day for Well Pumphouse 8. Records provided indicate these rated capacities were not exceeded during the inspection review period, except for minor periods involving maintenance of the drinking water system (DWS).

Treatment Processes

- **The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.**
- **The owner/operating authority was in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.**

The owner prepared six (6) Form 1 documents for watermain replacements in the distribution system.

- **Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.**

The Arthur Drinking Water System obtains water from ground water sources. The treatment system consists of disinfection using sodium hypochlorite and is capable of achieving an overall performance that provides, at a minimum, 2-log (99%) removal or inactivation of viruses prior to the first consumer. The minimum required CT value for this system has been determined to be 4 mg/L-min, and a free chlorine residual of 0.50 mg/L has been deemed to be the minimum level required to achieve the required CT at both the 7B and 8A/8B pumphouses. Records provided for the inspection period indicate that proper disinfection was achieved at all times water was being supplied to consumers.

- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for**

Treatment Processes

secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.

- **Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.**

The owner reported that they disinfect watermains (new installations and repairs) according to the Ontario Watermain Disinfection Procedure. They also reported that they disinfect the rest of the DWS facilities to AWWA standards C652, C653 and C654.

Treatment Process Monitoring

- **Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.**

Both pumphouses have both pre-chlorination and post chlorination pumps and continuous analyzers. The post chlorination analyzer takes water for sampling at the ends of the contact mains.

- **The secondary disinfectant residual was measured as required for the distribution system.**

Distribution system free chlorine residuals were measured on a daily basis (grab samples) during the inspection review period.

- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**

Operators check the Supervisory Control and Data Acquisition (SCADA) system daily and write notes in the logbooks. As well, the SCADA system creates a daily printout which the operators check and sign as well. If issues arise, the operators print out trending of the data and label such trending according to logbook notes.

- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**

Alarms are set at both the pre-contact piping and post-contact piping, for optimum response ability. The well pumps are set to lock out if the free chlorine residual levels drop below the low-low setpoint level of 0.65 mg/L at the post-contact chlorine analyzers. At the time of inspection a low chlorine alarm test and a power outage test occurred. In both instances, alarms went off and the site dialed out to advise an operator. Well pumps also shut down.

- **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.**

In reviewing SCADA data, the owner provided backup data from on-site historians for any omissions from broadcast channel data as well.

- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.**

Portable colourimeters are used to calibrate the continuous analyzers. Portable colourimeters are professionally calibrated annually and were last calibrated on July 11, 2019.

Operations Manuals

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient**

Operations Manuals

for the safe and efficient operation of the system.

- The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.

Logbooks

- Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.

A review of operator logbooks found them to contain a good level of detail when reviewed for SCADA occurrences. A 'Signature Legend' has been added to the fronts of logbooks, as recommended in a previous inspection.

Security

- The owner had provided security measures to protect components of the drinking water system.

Pumphouses are well lit and have remote notification security systems in place.

Certification and Training

- The overall responsible operator had been designated for each subsystem.
- Operators-in-charge had been designated for all subsystems which comprised the drinking water system.
- All operators possessed the required certification.
- Only certified operators made adjustments to the treatment equipment.

Water Quality Monitoring

- All microbiological water quality monitoring requirements for distribution samples were being met.
- All microbiological water quality monitoring requirements for treated samples were being met.
- All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.
 Inorganics were last sampled for on August 8, 2018 for Pumphouse 7, and November 6, 2017 for Pumphouse 8.
- All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.
 Organics were last sampled for on August 8, 2018 for Pumphouse 7, and November 6, 2017 for Pumphouse 8.
- All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.

HAA's were sampled last in the distribution system on the following dates:

- Aug 8, 2018
- Nov 13, 2018
- Feb 20, 2019

Water Quality Monitoring

and

- May 15, 2019

All samples were found to be less than 5.3 ug/L.

- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

THMs were sampled last in the distribution system on the following dates:

- Aug 8, 2018

- Nov 13, 2018

- Feb 20, 2019

and

- May 15, 2019

The latest annual running average was 16.25 ug/L.

- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**

Nitrates / nitrites were sampled last on the following dates:

- Aug 8, 2018

- Nov 13, 2018

- Feb 20, 2019

and

- May 15, 2019

- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Sodium sampling was conducted for Pumphouse 7 on September 10, 2018 and results exceeded the 20 mg/L reportable limit (36.6 mg/L). An adverse water quality incident (AWQI) was reported, with resampling conducted on September 18, 2018. Resample results confirmed the levels were greater than 20 mg/L (also 36.6 mg/L). Sodium sampling for Pumphouse 8 was last conducted on November 9, 2015 with results slightly higher than 20 mg/L.

- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Sampling for fluoride at Pumphouse 7 was last conducted on September 10, 2018. Test results were 1.30 mg/L. The established drinking water standard for fluoride of 1.5 mg/L.

Sampling for fluoride at Pumphouse 8 was last conducted on November 9, 2015 with results of 0.32 mg/L.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

Water Quality Assessment

- **Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

Reporting & Corrective Actions

- **Corrective actions (as per Schedule 17) had been taken to address adverse conditions, including any other steps that were directed by the Medical Officer of Health.**
- **All required notifications of adverse water quality incidents were immediately provided as per O. Reg.**

Reporting & Corrective Actions

170/03 16-6.

- **Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.**

Operators kept detailed notes in logbooks which explained events and anomalies in the DWS.

Other Inspection Findings

- **The following issues were also noted during the inspection:**

1.) During the previous inspection, the owner reported that an adjacent landowner had applied commercial fertilizer and treated corn seed within 100 m of wells 8A and 8B. This is within the WHPA-A groundwater protection zone for the wells and is contrary to the Nutrient Management Act. The owner also provided documentation which indicated that the local Ministry Agricultural Compliance Officer had followed up with the adjacent farmer and stopped the action.

It is recommended that the owner continue to monitor agricultural activities on lands adjacent to their wells, and report any further improper land applications to the Ministry.

2.) Variable Frequency Drive (VFD) controllers were found in the two pumphouses that are not mentioned in the DWWP. It is recommended the DWWP be updated to reflect this new equipment, the next time it is amended.

3.) In assessing chemical sampling data, it was noticed that organics and inorganics sampling occurred on different dates for the two pumphouses. It is recommended these sampling periods be made the same for the two pump houses, for simplicity in organization and tracking.

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

1. The following issues were also noted during the inspection:

1.) During the previous inspection, the owner reported that an adjacent landowner had applied commercial fertilizer and treated corn seed within 100 m of wells 8A and 8B. This is within the WHPA-A groundwater protection zone for the wells and is contrary to the Nutrient Management Act. The owner also provided documentation which indicated that the local Ministry Agricultural Compliance Officer had followed up with the adjacent farmer and stopped the action.

2.) Variable Frequency Drive (VFD) controllers were found in the two pumphouses that are not mentioned in the DWWP.

3.) In assessing chemical sampling data, it was noticed that organics and inorganics sampling occurred on different dates for the two pumphouses.

Recommendation:

1.) It is recommended that the owner continue to monitor agricultural activities on lands adjacent to their wells, and report any further improper land applications to the Ministry.

2.) It is recommended the DWWP be updated to reflect this new equipment, the next time it is amended.

3.) It is recommended these sampling periods be made the same for the two pump houses, for simplicity in organization and tracking.

SIGNATURES

Inspected By:
Richard Neubrand

Signature: (Provincial Officer)



Reviewed & Approved By:
Lisa Williamson

Signature: (Supervisor)



Review & Approval Date:

September 19, 2019

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.



DWS – Stakeholder Guidance Material Reference Sheet

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment. Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le ministère au 1-866-793-2588, ou encore à waterforms@ontario.ca si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable	012-2149F
Avis de demande de services de laboratoire	012-2148F
Avis de résultats d'analyse insatisfaisants et de règlement des problèmes	012-4444F
Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux	Site Web
Marche à suivre pour désinfecter l'eau potable en Ontario	Site Web
Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection	Site Web
Filtration Processes Technical Bulletin (en anglais seulement)	Site Web
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	Site Web
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable	Site Web
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	Site Web
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802F
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	Site Web
Liste des personnes-ressources du réseau d'eau potable	Site Web
L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche	Site Web
Procédure de désinfection des conduites principales	Site Web
Laboratoires autorisés	Site Web



DWS – DWS Inspection Rating Report

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2019-2020)

DWS Name: ARTHUR DRINKING WATER SYSTEM
DWS Number: 220000040
DWS Owner: Wellington North, The Corporation Of The Township Of
Municipal Location: Wellington North

Regulation: O.REG 170/03

Category: Large Municipal Residential System

Type Of Inspection: Focused

Inspection Date: August 22, 2019

Ministry Office: Guelph District

Maximum Question Rating: 499

Inspection Module	Non-Compliance Rating
Source	0 / 14
Capacity Assessment	0 / 30
Treatment Processes	0 / 81
Operations Manuals	0 / 28
Logbooks	0 / 14
Certification and Training	0 / 42
Water Quality Monitoring	0 / 112
Reporting & Corrective Actions	0 / 66
Treatment Process Monitoring	0 / 112
TOTAL	0 / 499

Inspection Risk Rating 0.00%

FINAL INSPECTION RATING: 100.00%

Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2019-2020)

DWS Name: ARTHUR DRINKING WATER SYSTEM
DWS Number: 220000040
DWS Owner: Wellington North, The Corporation Of The Township Of
Municipal Location: Wellington North

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: August 22, 2019
Ministry Office: Guelph District

Maximum Question Rating: 499

Inspection Risk Rating | 0.00%

FINAL INSPECTION RATING: | 100.00%

Ministry of the Environment,
Conservation and Parks
Drinking Water and Environmental
Compliance Division
West Central Region
Guelph District Office

1 Stone Road West
4th Floor
Guelph, Ontario N1G 4Y2
Tel.: 519 826-4255
Fax: 519 826-4286

Ministère de l'Environnement de la
Protection de la nature et des Parcs
Division de la conformité en matière
d'eau potable et d'environnement
Direction régionale du Centre-Ouest
Bureau de district de Guelph

1, chemin Stone ouest
4^e étage
Guelph (Ontario) N1G 4Y2
Tél.: 519 826-4255
Télééc: 519 826-4286



October 2nd, 2019

Mr. Mathew Aston
Director of Public Works
The Township of Wellington North
PO Box 125
7490 Sideroad 7W
Kenilworth, Ontario
N0G 2E0

Dear Mr. Aston,

SUBJECT : 2019 MECP Inspection Report – Mt. Forest Well Supply (DWS # 220000068)

Please find enclosed the Ministry of the Environment, Conservation and Parks ('MECP' or the 'Ministry') Inspection Report for the inspection of the Mt. Forest WS, which was recently conducted.

The primary focus of this inspection was to confirm compliance with MECP legislation and control documents, as well as conformance with Ministry drinking water related policies for the inspection period. The Ministry is implementing a rigorous and comprehensive approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as water system management practices.

In order to measure individual inspection results, the Ministry has established an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement (II&E) Secretariat and advice of internal and risk experts. The Inspection Summary Rating Record (IRR) provides the Ministry, the system owner and the associated Public Health Units with a summarized quantitative measure of the drinking water system's annual inspection and regulated water quality testing performance. IRR ratings are published (for the previous inspection year) in the Ministry's Chief Drinking Water Inspectors' Annual Report. Please find a copy of the IRR for this inspection, in the Appendices of this report.

Section 19 of the Safe Drinking Water Act (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision-making authority.

2019 Mt. Forest Inspection Report
Page 2.

These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "Taking Care of Your Drinking Water: A guide for members of municipal council" found on the Drinking Water Ontario website at:

<https://www.ontario.ca/page/taking-care-your-drinking-water-guide-members-municipal-councils>

If you have any questions regarding any other aspects of this report, please feel free to contact myself or the Drinking Water Supervisor (Lisa Williamson) at this office at (519) 826-4255.

Thankyou.

Yours truly,

A handwritten signature in black ink, appearing to read "Rick Neubrand". The signature is stylized and cursive.

Rick Neubrand
Senior Environmental Officer / Inspector
Ministry of the Environment, Conservation and Parks
Drinking Water and Environmental Compliance Division
Guelph District Office

Encl: Reports (1)

CC : Sandra Cooke – GRCA
: Shawn Zentner –WDGHU
: Sara McDougall – TWN
: Corey Schmidt - TWN



Ministry of the Environment, Conservation and Parks

MOUNT FOREST DRINKING WATER SYSTEM

Inspection Report

Site Number:	220000068
Inspection Number:	1-KY4KF
Date of Inspection:	Sep 18, 2019
Inspected By:	Richard Neubrand



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OWNER INFORMATION:

Company Name:	WELLINGTON NORTH, THE CORPORATION OF THE TOWNSHIP OF	Unit Identifier:	
Street Number:	7490		
Street Name:	SIDEROAD 7 W		
City:	KENILWORTH		
Province:	ON	Postal Code:	N0G 2E0

CONTACT INFORMATION

Type:	Director	Name:	Matt Aston
Phone:	(519) 848-3620 x4250	Fax:	(519) 848-3228
Email:	maston@wellington-north.com		
Title:	Director of Operations		

Type:	CAO	Name:	Michael Givens
Phone:	(519) 848-3620 x4225	Fax:	(519) 848-3228
Email:	mgivens@wellington-north.com		
Title:	CAO		

Type:	Main Contact	Name:	Sarah McDougall
Phone:	(519) 848-5327	Fax:	(519) 848-5291
Email:	smcdougall@wellington-north.com		
Title:	Process Compliance Analyst		

Type:	Operator	Name:	Corey Schmidt
Phone:	(519) 321-1082	Fax:	(519) 848-5291
Email:	cschmidt@wellington-north.com		
Title:	Water & Sewer Supervisor		

INSPECTION DETAILS:

Site Name:	MOUNT FOREST DRINKING WATER SYSTEM
Site Address:	393 PARKSIDE Drive MOUNT FOREST ON N0G 2L3
County/District:	WELLINGTON NORTH
MECP District/Area Office:	Guelph District
Health Unit:	WELLINGTON-DUFFERIN-GUELPH HEALTH UNIT
Conservation Authority:	Saugeen Conservation
MNR Office:	Guelph Regional Office
Category:	Large Municipal Residential
Site Number:	220000068
Inspection Type:	Announced
Inspection Number:	1-KY4KF
Date of Inspection:	Sep 18, 2019
Date of Previous Inspection:	Sep 25, 2018

COMPONENTS DESCRIPTION

Site (Name): WELL 3 RAW
Type: Source **Sub Type:** Ground
Comments:
 Well 3 is a 305 mm diameter, 104 m deep bedrock well drilled in 1955, located within the pumphouse at 393 Parkside Drive. It is equipped with a submersible pump rated at 18.94 L/s at a total dynamic head of 90 m.

Site (Name): WELL 4 RAW
Type: Source **Sub Type:** Ground
Comments:
 Well 4 is a 305 mm diameter, 122 m deep bedrock well drilled in 1962, located inside the pumphouse on Birmingham Street adjacent to Hutchison Park. It is equipped with a vertical line shaft turbine pump rated at 22.7 L/s at a total dynamic head of 83.2 m, driven by a 22.5 kW electric motor.

Site (Name): WELL 5 RAW
Type: Source **Sub Type:** Ground
Comments:
 Well 5 is a 305 mm diameter, 122 m deep bedrock well drilled in 1968, located inside the pumphouse at 125 Sligo Road East. It is equipped with a submersible pump rated at 45.5 L/s at a total dynamic head of 69.5 m, driven by a 45 kW electric motor.

Site (Name): WELL 6 RAW
Type: Source **Sub Type:** Ground
Comments:
 Well 6 is a 305 mm diameter, 122 m deep bedrock well drilled in 1979, located inside the pumphouse at 359 Perth Street. It is equipped with a vertical line shaft turbine pump rated at 45.5 L/s at a total dynamic head of 92.7 m, driven by a 56 kW electric motor.

Site (Name): WELL 3 TREATED
Type: Treated Water POE **Sub Type:** Treatment Facility
Comments:
 Pumphouse 3 includes a disinfection system utilizing 12% sodium hypochlorite, two chemical metering pumps (one duty, one spare), pre and post contact time continuous chlorine residual analyzers, a continuous flow meter and 170 m of 400 mm diameter of contact pipe for chlorine contact time. All continuous analyzers are connected to the Township's SCADA system. This pumphouse also has a booster pumping station and a standby diesel generator with a double-walled diesel storage tank.

Site (Name): WELL 4 TREATED
Type: Treated Water POE **Sub Type:** Treatment Facility
Comments:
 Pumphouse 4 includes a disinfection system utilizing 12% sodium hypochlorite, two chemical metering pumps (one duty, one spare), pre and post contact time continuous chlorine residual analyzers, a continuous flow meter and 42 m of 600 mm diameter of contact pipe for chlorine contact time. All continuous analyzers are connected to the Township's SCADA system.

Site (Name): WELL 5 TREATED
Type: Treated Water POE **Sub Type:** Treatment Facility
Comments:
 Pumphouse 5 includes a disinfection system utilizing 12% sodium hypochlorite, two chemical metering pumps (one duty, one spare), pre and post contact time continuous chlorine residual analyzers, a continuous flow meter and 325

m of 400 mm diameter of contact pipe for chlorine contact time. All continuous analyzers are connected to the Township's SCADA system. This site includes a receptacle for connecting to a portable generator.

Site (Name): WELL 6 TREATED
Type: Treated Water POE **Sub Type:** Treatment Facility

Comments:
 Pumphouse 6 includes a disinfection system utilizing 12% sodium hypochlorite, two chemical metering pumps (one duty, one spare), pre and post contact time continuous chlorine residual analyzers, a continuous flow meter and 80 m of 600 mm diameter of contact pipe for chlorine contact time. All continuous analyzers are connected to the Township's SCADA system. This site includes a receptacle for connecting to a portable generator.

Site (Name): DISTRIBUTION
Type: Other **Sub Type:**

Comments:
 The distribution system has 2,020 residential and 280 ICI service connections and serves a population of approximately 4,600 consumers. There are approximately 31 km of various sized watermains and 170 fire hydrants and 16 private hydrants in the system. There is a 2,080 m³ capacity standpipe storage tank located at 393 Parkside Drive. There are also 297 main valves.

Site (Name): MOE DWS Mapping
Type: DWS Mapping Point **Sub Type:**

INSPECTION SUMMARY:

Introduction

- **The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water related policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment and distribution components as well as management practices.**

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

This inspection is an assessment of the Mount Forest drinking water system (DWS).

The Town of Mount Forest is a small rural community with a population of approximately 4600. It is located approximately 58 km north of the City of Guelph, and 77 km northwest of the City of Brampton.

The drinking water system for the Town of Mount Forest is comprised of four wells, four pumphouses, one booster pumping station (within the Well 3 pumphouse (PH)) and one water tower. Treatment consists of chlorination for disinfection .

The review period for this inspection is from September 25, 2018 to September 18, 2019.

This DWS is classified under O. Regulation 170/03 (Reg 170) as a Large Municipal Residential (LMR) DWS.

Source

- **The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials.**

All wells are located within pumphouses having concrete around the wellhead, so are protected from external elements.

- **Measures were in place to protect the groundwater and/or GUDI source in accordance with any the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.**

The original water well records (WWR) for Well 3 (WWR #6701749), Well 4 (WWR #6701750), Well 5 (WWR #6703148), and Well 6 (WWR #6706988), did not include information on annular seals. Records for modifications made to Well 3 in 2005 shows that the bottom of the well was sealed with 'benseal' and cement from 73.8 m to 123

Source

m. WWR #2515102 shows partial abandonment of Well 5, with pea stones and hole plug from 140 ft to 394 ft. Raw water sample results do not indicate the influence of surface water for any of the production wells.

Sections 16.2.7 - 16.2.9 of Schedule B in the MDWL requires that an inspection schedule for all wells associated with the drinking water system be included in the operations and maintenance manual. There must be inspection and maintenance procedures for the entire well structure of each well including all above and below grade components, and remedial action plans for situations where an inspection indicates non-compliance with respect to regulatory requirements and/or risk to raw well water quality.

The Township of Wellington North (TWN) has established a well inspection program that includes inspections of the production wells on an annual basis. A detailed assessment of the wells, including below grade components, is to be scheduled approximately every 10 years, if feasible. Below grade assessments were last completed for Wells 3, 4, 5, and 6 in 2016, 2012, 2018, and 2011, respectively.

Capacity Assessment

- **There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.**

Each well is equipped with one flow meter, which serves to measure both the raw and treated water volumes, since the treatment system is simple and water basically flows directly from the wells through to the contact mains.

- **The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.**

Schedule C of the MDWL dictates the following rated capacities for the Mount Forest DWS:

Wellhouse 3 - 1,637 m³/day

Wellhouse 4 - 1,964 m³/day

Wellhouse 5 - 3,928 m³/day

Wellhouse 6 - 3,928 m³/day

Records provided indicate these rated capacities were not exceeded during the inspection review period, except during momentary periods of routine maintenance, water main breaks or fire control.

Treatment Processes

- **The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.**

Neither the Drinking Water Licence (DWL) nor the Drinking Water Works Permit (DWWP) have been updated since the last inspection.

It was noted that VFDs (Variable Frequency Drives) were added to all well pumps but the DWWP has not yet been updated to reflect this. It is recommended the DWWP be updated with this information the next time it is amended or renewed.

- **The owner/operating authority was in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.**

The owner had prepared four (4) Form 1s for the inspection period. All were for simple water main replacements or additions.

- **Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.**

Treatment Processes

The Mount Forest DWS obtains water from ground water sources. The treatment system consists of disinfection using chlorine and is capable of achieving an overall performance that provides, at a minimum, 2-log (99%) removal or inactivation of viruses prior to the first consumer. An examination of records indicated that proper treatment appeared to have occurred during the inspection period.

- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.**
- **Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.**

The owner reported that they disinfect watermains (new installations and repairs) according to the Ontario Watermain Disinfection Procedure. They also reported that they disinfect the rest of the DWS facilities to AWWA standards C652, C653 and C654.

Treatment Process Monitoring

- **Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.**

Chlorine residual is monitored at all pumphouses by two continuous analyzers. The first being at the inlet of the contact main (‘pre’-chlorination continuous analyzer) and the second at the outlet of the contact main (‘post’ chlorination continuous analyzer). The post chlorine analyzers are considered as the ones for regulatory assessment purposes.

- **The secondary disinfectant residual was measured as required for the distribution system.**
 Distribution system free chlorine residuals were measured on a daily basis (grab samples) during the inspection review period.
- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**
 Operators check the Supervisory Control and Data Acquisition (SCADA) system daily and write notes in the logbooks. As well, the SCADA system creates a daily printout which the operators check and sign as well. If issues arise, the operators print out trending of the data and label such trending according to logbook notes.
- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**
 Low chlorine residual alarms are programmed for both pre-contact piping and post-chlorine contact piping to alert the operator if the chlorine residual level drops. If the post-contact piping chlorine residual drops below 0.65 mg/L, the well pumps are programmed to lock out. At the time of inspection, the low chlorine residual alarm / lockout was tested on both the pre and post-chlorine analyzers at wells 3 and 6. In all cases, they were found to make an audible sound at the site, as well as turn off the well pumps and perform a remote alarm notification.
- **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.**

In reviewing SCADA data, the owner provided backup data from on-site historians for any omissions from broadcast channel data as well.

Treatment Process Monitoring

- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.**

Portable colourimeters are used to calibrate the continuous analyzers. Portable colourimeters are professionally calibrated annually and were last calibrated on July 11, 2019.

Operations Manuals

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**
- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

Logbooks

- **Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.**

A review of operator logbooks found them to contain a good level of detail when reviewed for SCADA occurrences.

Security

- **The owner had provided security measures to protect components of the drinking water system.**

Pumphouses are well lit and have remote notification security systems in place. Some are protected within fenced in compounds.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**
- **Operators-in-charge had been designated for all subsystems which comprised the drinking water system.**
- **All operators possessed the required certification.**

The same operators are employed in both the Mount Forest as well as Arthur DWSs. All certifications were applicable for the level of DWS and were not expired.

- **Only certified operators made adjustments to the treatment equipment.**

Water Quality Monitoring

- **All microbiological water quality monitoring requirements for distribution samples were being met.**
- **All microbiological water quality monitoring requirements for treated samples were being met.**
- **All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Inorganics were last sampled for on January 11, 2016 and January 14, 2019 at all 4 pumphouses. No exceedances were noted.

Water Quality Monitoring

- **All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**
Organics were last sampled for on January 11, 2016 and January 14, 2019 at all 4 pumphouses. No exceedances were noted.
- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**
HAAs were sampled last in the distribution system on the following dates:
 - Aug 8, 2018
 - Nov 13, 2018
 - Feb 20, 2019
 - May 15, 2019 and
 - Aug 15, 2019All samples were found to be at / below 5.3 ug/L.
- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**
THMs were sampled last in the distribution system on the following dates:
 - Aug 8, 2018
 - Nov 13, 2018
 - Feb 20, 2019
 - May 15, 2019 and
 - Aug 15, 2019No exceedances were noted. The latest running average was 25 ug/L.
- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**
Nitrates / nitrites were last sampled in at the treated water entry points on the following dates:
 - Aug 8, 2018
 - Nov 13 and Dec 3, 2018
 - Feb 20, 2019
 - May 15, 2019 and
 - Aug 15, 2019No exceedances were noted.
- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**
Sodium was last sampled at all pumphouses on September 10, 2018, and results exceeded the 20 mg/L reportable limit at well 5 (61.2 mg/L) and well 3 (21.3 mg/L). An adverse water quality incident was reported, with resampling conducted on September 18, 2018. Resample results confirmed the levels were greater than 20 mg/L (63.4 and 21.1 mg/L).
- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**
Sampling for fluoride was last conducted at all pumphouses on September 10, 2018. No exceedances were noted.
- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

Water Quality Monitoring

Water Quality Assessment

- Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).

Reporting & Corrective Actions

- **Corrective actions (as per Schedule 17) had been taken to address adverse conditions, including any other steps that were directed by the Medical Officer of Health.**

The site had two AWQIs since the last inspection; one involving the sodium exceedance noted above and another involving a water main break (precautionary notification). All proper corrective actions were undertaken.

- **All required notifications of adverse water quality incidents were immediately provided as per O. Reg. 170/03 16-6.**
- **Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.**

Operators kept detailed notes in logbooks which explained events and anomalies in the DWS.

Other Inspection Findings

- **The following issues were also noted during the inspection:**

1.) Variable Frequency Drive (VFD) controllers were found in the four pumphouses, that are not mentioned in the DWWP. It is recommended the DWWP be updated to reflect this new equipment, the next time it is amended / renewed.

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

1. The following issues were also noted during the inspection:

1.) Variable Frequency Drive (VFD) controllers were found in the four pumphouses, that are not mentioned in the DWWP.

Recommendation:

1.) It is recommended the DWWP be updated to reflect this new equipment, the next time it is amended.

SIGNATURES

Inspected By:
Richard Neubrand

Signature: (Provincial Officer)



Reviewed & Approved By:
Lisa Williamson

Signature: (Supervisor)



Review & Approval Date: 02/10/2019

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.



DWS – Stakeholder Guidance Material Reference Sheet

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment. Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le ministère au 1-866-793-2588, ou encore à waterforms@ontario.ca si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable	012-2149F
Avis de demande de services de laboratoire	012-2148F
Avis de résultats d'analyse insatisfaisants et de règlement des problèmes	012-4444F
Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux	Site Web
Marche à suivre pour désinfecter l'eau potable en Ontario	Site Web
Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection	Site Web
Filtration Processes Technical Bulletin (en anglais seulement)	Site Web
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	Site Web
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable	Site Web
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	Site Web
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802F
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	Site Web
Liste des personnes-ressources du réseau d'eau potable	Site Web
L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche	Site Web
Procédure de désinfection des conduites principales	Site Web
Laboratoires autorisés	Site Web

DWS – DWS Inspection Rating Report

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2019-2020)

DWS Name: MOUNT FOREST DRINKING WATER SYSTEM
DWS Number: 220000068
DWS Owner: Wellington North, The Corporation Of The Township Of
Municipal Location: Wellington North

Regulation: O.REG 170/03

Category: Large Municipal Residential System

Type Of Inspection: Focused

Inspection Date: September 18, 2019

Ministry Office: Guelph District

Maximum Question Rating: 499

Inspection Module	Non-Compliance Rating
Source	0 / 14
Capacity Assessment	0 / 30
Treatment Processes	0 / 81
Operations Manuals	0 / 28
Logbooks	0 / 14
Certification and Training	0 / 42
Water Quality Monitoring	0 / 112
Reporting & Corrective Actions	0 / 66
Treatment Process Monitoring	0 / 112
TOTAL	0 / 499

Inspection Risk Rating 0.00%

FINAL INSPECTION RATING: 100.00%

Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2019-2020)

DWS Name: MOUNT FOREST DRINKING WATER SYSTEM
DWS Number: 220000068
DWS Owner: Wellington North, The Corporation Of The Township Of
Municipal Location: Wellington North

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: September 18, 2019
Ministry Office: Guelph District

Maximum Question Rating: 499

Inspection Risk Rating | 0.00%

FINAL INSPECTION RATING: | 100.00%



**Mayor Andy Lennox,
Township Of Wellington North
Kenilworth On. N0G 2E0**

October 9, 2019

Dear Mayor Lennox,

On Behalf of The Royal Canadian Legion BR.134, Mount Forest we are requesting at this time, permission to distribute poppies in the above noted town within your jurisdiction. It will begin on Friday October 25, 2019 and end on Monday November 11, 2019.

Furthermore, it is requested that a proclamation be made declaring “November 11th 2019 as Remembrance Day”. Also it is requested that the Board of Works Dept. detour traffic while the Cenotaph Services are being conducted as per previous years. The traffic request has been submitted. We look forward to receiving your reply at your earliest convenience.

Respectfully submitted;

**Comrade Ken Thompson
Poppy Chairman
Royal Canadian Legion
Br. #134 Mount Forest Ontario
Branch 519-323-1570
mseop26@hotmail.com**

Board of Health Members

George Bridge

*Chair,
Councillor, County of Wellington
Mayor, Town of Minto*

Allan Alls,

Councillor, County of Wellington

Christine Billings

Councillor, City of Guelph

Guy Gardhouse

*Councillor, County of Dufferin
Mayor, Township of East Garafraxa*

Rodrigo Goller,

Councillor, City of Guelph

June Hofland

Councillor, City of Guelph

Nancy MacDonald,

Vice-Chair, County of Wellington

Ralph Manktelow

County of Dufferin

Dr. Nicola Mercer

*Ex-Officio Member
Medical Officer of Health & CEO,
WDG Public Health*

Lambert Otten

County of Wellington

Chris White

*Secretary-Treasurer,
Councillor, County of Wellington
Mayor, Township of Guelph-Eramosa*

Wellington-Dufferin-Guelph Public Health is governed by a Board of Health consisting of local municipal councillors, mayors and community members and is mandated to support the well-being of individuals and communities.

Dr. Nicola Mercer, Medical Officer of Health, updated the Board on:

The flu is here: Locally, there have been two confirmed cases of the flu in children. Public Health is distributing the flu vaccine to physicians and long-term care homes. Pharmacies will receive vaccine from the Ministry of Health in November. Currently those most at risk should get the flu shot. This includes children under 5, adults 65 and older, pregnant women and those with chronic (or immune suppressing) medical conditions. Adults 65 and older can get a high-dose flu shot from their doctor or from Public Health. High-dose vaccine is not available at pharmacies and pharmacists can not vaccinate anyone under 5 years of age. Public Health will be running high-risk clinics in October and general public clinics in November. For more information:

www.wdgppublichealth.ca/flu

Vaping is not a harmless habit: In the U.S., medical officials are investigating recent cases of pulmonary illness associated with vaping products; currently there are reports of over 800 cases and more than 13 deaths. While there are no known deaths in Canada, the Middlesex-London Health Unit has reported one case of severe pulmonary illness linked to vaping in a teenager and Quebec has declared its first case of severe pulmonary illness linked to vaping in a patient in their 50s. There is limited evidence vaping helps smokers quit. There is evidence that vaping is increasing smoking rates in children. Once youth begin vaping, they get addicted to nicotine. With youth oriented flavours, it appears the industry is targeting youth to purchase an addictive product.

www.wdgppublichealth.ca/vaping-facts

Seniors Dental Care: WDG Public Health will provide dental care for residents who are 65 years of age and older who qualify because of low income and a lack of access to insurance benefits. This dental care program will help reduce unnecessary trips to the hospital, prevent chronic disease and increase quality of life for our seniors. Public Health will have a staged roll out to ensure organizational capacity is developed to meet the demand in our area. Our facilities will be renovated to accommodate the expansion of dental services. Currently, WDG Public Health provides free dental care for children age 17 and under from qualifying families (through the Healthy Smiles Ontario program).

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

BY-LAW NUMBER 093-19

BEING A BY-LAW TO EXEMPT LANDS FROM PART LOT CONTROL.

WHEREAS:

- A. Subsection 50(7) of the Planning Act, R.S.O. 1990, c.P.13 (the Act) provides that council may by by-law provide that Subsection (5) does not apply to such land within a registered plan of subdivision as designated by the by-law.
- B. Subsection (7.1) provides that a by-law passed under Subsection (7) does not take effect until it has been approved by the approval authority for purposes of Sections 51 and 51.1 of the Act.
- C. The County of Wellington is the approval authority for the purposes of such sections.
- D. A by-law passed under Subsection (7) may provide that the by-law expires at the expiration of the time period specified in the by-law.

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

- 1. Subsection 50(5) of the Planning Act shall not apply to the following lands during the time that this by-law is in effect:

**PART LOT 3, SOUTH OF MILLER STREET BEING PARTS 1 AND 3 ON
REFERENCE PLAN 61-21568 OF THE TOWN OF MOUNT FOREST,
THE TOWNSHIP OF WELLINGTON NORTH**

- 2. This by-law shall become effective upon the endorsement by The Corporation of the County of Wellington of its said approval of the by-law.

3. This by-law shall expire upon the expiration of three years following the date of its passage by council.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 21st DAY OF OCTOBER 2019**

ANDREW LENNOX, MAYOR

CATHERINE CONRAD, DEPUTY CLERK

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

BY-LAW NUMBER 095-19

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF
WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON
OCTOBER 21, 2019**

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 October 21, 2019 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 21ST DAY OF OCTOBER, 2019.**

**ANDREW LENNOX,
MAYOR**

**CATHERINE CONRAD,
DEPUTY CLERK**